

 Adirondack Park Agency PO Box 99 · 1133 NYS Route 86 Ray Brook, NY 12977 Tel: (518) 891-4050 Fax (518) 891-3938 www.apa.ny.gov	APA General Permit 2005G-3R Application	Project No.:
	Application for Replacement of or Installation of Certain New Telecommunications Antennas On Existing Towers or Other Tall Structures	

Instructions: *All questions must be answered completely. Submit this form with the required attachments in person or by mail to the Adirondack Park Agency at the above address. A site visit by Agency staff will be required. You may not undertake the project unless or until you have received general permit certificate signed by Agency staff and record it in the County Clerk's Office.*

The Agency may request pertinent additional information during the course of its review regarding the application based on the specific scope and extent of your proposed project and the existing site conditions found at the project site.

Section I - Eligibility

This general permit may be used for a new project or to amend an existing Agency-approved project and is issued for:

- Replacement of existing or installation of new telecommunications antennas on pre-existing towers and towers previously approved by the Agency where there will be no significant adverse change in the overall appearance of the tower as seen from nearby public viewing points.
- New telecommunications antennas on existing structures (e.g., water tanks, buildings) where such antennas are of a design, size, location and color to blend with the existing structures so as to be “substantially invisible” as determined by the Agency.

The Agency’s Deputy Director of Regulatory Programs shall determine whether the project as proposed adequately conforms to the above criteria, Section 809(10) of the Adirondack Park Agency Act and is also in conformance with the Agency’s “Policy on Agency Review of Proposals for New Telecommunications Towers and Other Tall Structures in the Adirondack Park” (Towers Policy). Only if it is determined that the project is in conformance with the above criteria and the Agency’s Towers Policy, will use of the general permit be allowed. Otherwise a regular permit application will be required.

SECTION II

1. Project Sponsor(s)*:

Name(s) _____

Mailing Address: _____

Telephone (Daytime): (____) _____ FAX: (____) _____

2. Current Property Owner(s): (All named on the current deed of record)

___ Check if same as project sponsor(s)

Name(s): _____

Mailing Address: _____

Telephone (Daytime): (____) _____ FAX: (____) _____

* The project sponsor is any person having a specific legal interest in property who makes application to the Agency for review of a project proposed on such property. Documentation demonstrating such legal interest must be provided such as a current deed or purchase contract.

3. Authorized Contact Person

___ I do not choose to have an authorized contact person.

If you, the project sponsor, choose to have your real estate agent, lawyer, surveyor, engineer, contractor, or another person act on your behalf before the Agency, please complete the following authorization:

I hereby authorize:

Name: _____

Mailing Address: _____

Telephone (Daytime): (____) _____ FAX: (____) _____

to act as my agent in all matters relating to this permit application before the Adirondack Park Agency. I acknowledge that all contact regarding the permit application will be through my authorized contact person. I understand that I am ultimately responsible for the accuracy of the information contained in this permit application and for compliance with all terms and conditions of any permit issued to me by the Agency.

4. **Project Site**

Town: _____ County: _____

Road: _____

Tax Map Number (see your tax bill): Section: _____ Block: _____ Parcel: _____

Name of Waterbody if on shoreline: _____

5. **Prior Agency Contact**

- a. Has there been any previous discussion with Agency staff regarding this project or project site, or has any Agency staff visited the project site?: _____

If yes, provide the name of the APA staff person, if known:

- b. Has the project site been the subject of a past Agency action (i.e., permit application, variance, jurisdictional inquiry, enforcement case or wetland flagging)?: _____

If yes, provide the past project number, jurisdictional inquiry number, enforcement case number or wetland delineation boundary flagging number, if known:

6. **Certification, Authorization and Signatures**

The Adirondack Park Agency and members of its staff are authorized to enter on the project site for the purpose of conducting investigations, examinations, tests, and site evaluations as necessary, at reasonable times and with advance notice where possible, to verify information contained in or related to the application.

In the case of any corporation, limited liability corporation, partnership, trust, or other legal entity, all parties signing below affirm that they are authorized to act on behalf of the entity.

I hereby affirm under penalty of perjury that the information provided in this application is true to the best of my knowledge and belief.

Project sponsor (if project sponsor is a landowner, please sign in both locations):

Name: _____ Signature: _____ Date: _____

Title: _____

Authorized contact person (if different from landowner or project sponsor):

Name: _____ Signature: _____ Date: _____

Title: _____

All parties signing below agree to act as co-applicant for the permit application.

Landowner(s) of all lands that will be subject to the permit:

** If different from the name(s) on the current deed, please include an explanation and confirm that the signatories below are authorized to act as landowner **

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

Current owner of any tower, building, or structure on which co-location is proposed:

Name: _____ Signature: _____ Date: _____

Title: _____

Holder of any lease, easement, or other legal interest in the project site:

Name: _____ Signature: _____ Date: _____

Title: _____

SECTION III – Required Attachments

(Your application will not be processed without all of the required attachments listed below.)

Attach and label, as **ATTACHMENT A, a written narrative**, on 8-1/2" x 11" paper, that addresses the following:

1. Provide a detailed description of the proposed project.
 - a) Provide detailed written description of the type of existing services and facilities and explain why the new or replacement antenna(s) are necessary.
 - b) Provide detailed written description of the size of the overall franchise area within the Adirondack Park licensed by the Federal Communications Commission (FCC).
 - c) Provide detailed written justification for installation of service equipment at this site.

2. If co-location is proposed, provide the names, addresses and phone numbers of the current owner(s) of the tower, building or structure upon which co-location is proposed. If any of the antennas on the existing tower, building or structure were not previously authorized by an Agency permit, provide a letter from the antenna owner acknowledging this application and a willingness to be a co-applicant.

3. Provide a description of the tower (or structure), antennas, and support facilities as follows:
 - a) Size (height above ground level to top of tower and to top of antennas, dimensions of all components, including base and top dimensions);
 - b) Type (e.g., self-supporting monopole, guyed tower, self-supported steel lattice), materials and color of the tower;
 - c) Number, type (e.g., dish, whip, panel), size (e.g., height, diameter) and color of the antennas;
 - d) Date each existing antenna was placed on the tower;
 - e) Configuration and sizes of the tower foundation and antenna supports (e.g., cross arms, guy wires, and antenna mounts);
 - f) Lighting or striping as an air navigation hazard, if required; and
 - g) Equipment shelter (size, height, and color).

Attach and label, as **ATTACHMENT B, a visual analysis** that includes high quality representative photographs from major public viewing areas and the project site showing the existing view and the view with the proposed structure simulated in the photograph. Using a digital single lens reflex (SRL) camera, provide at least two 8 in. x 10 in. photographs from each identified viewing station using 55mm and 85mm camera lenses (or digital equivalent). A third photograph using a 120mm or greater camera lens must also be provided for photo stations located more than 1.0 miles from the tower location. All photographs should be labeled and indexed to a table and map which describes the photographs' locations, the distance from the proposed structure, the GPS coordinates of the photo station and the size (mm) of the camera lens. High resolution digital copies of each photograph must also be provided. Agency staff will provide guidance regarding what constitutes major public viewing areas upon request.

Attach and label, as **ATTACHMENT C, a full-scale copy of a survey map or the current real property tax map** clearly showing the property boundaries of the project site and any tax parcel or lot that the project site was part of on May 22, 1973.

Attach and label, as **ATTACHMENT D, a SITE PLAN MAP** prepared by an appropriately qualified professional to so act in the State clearly labeled with the map scale, north arrow, date of preparation and name of preparer. If colocation is proposed, provide to-scale site plans of the existing tower, building or structure to be used for colocation and its immediate surrounding area. Show and label all of the following within the proposed project limits for each area of proposed construction:

Existing human-made resources on plans or maps at appropriate scales, including all:

- a) Principal and accessory buildings (label size, use and materials);
- b) Retaining walls, fencing and other structures;
- c) Public roadways, bridges, railroads, and parking lots (label size and materials);
- d) Intersecting private roadways and driveways (label size and materials);
- e) Culverts, headwalls, ditches, settling basins and other stormwater management facilities (label size and materials);
- f) Public utilities;
- g) Guide rails and signs;
- h) Property lines, lot lines and easement lines; and
- i) Right-of-way lines of all municipal, county and State highways.

Proposed Conditions, including all:

- a) Tower facilities including guy anchors (label size, color and material);
- b) New principal and accessory buildings (label use, size, and materials);
- c) Retaining walls, fencing and other structures (label size, color and materials);
- d) Fencing (label height, color, and material);
- e) All new roadways (label size and materials);
- f) Proposed property lines, lot lines, and easement lines;
- g) Construction limit lines;
- h) Permanent stormwater management facilities (label size and materials);
- i) New or relocated private and public utilities;
- j) Fuel storage and dispensing facilities;
- k) Temporary access roads;
- l) Limits of vegetative cutting; and
- m) New landscape development.

Attach and label, as **ATTACHMENT E, scaled plans, elevations, and details** showing the existing and proposed telecommunication facilities located on the existing tower, building, or structure.

On the scaled elevation, clearly label all of the following:

- a) The size and type of existing antenna to remain and to be removed;
- b) The name of the owner of each antenna or other device located on or proposed to be located on the tower, building or structure;
- c) The height each existing and proposed antenna is located above the ground surface at the base of the tower or structure; and
- d) The height of the top of the tower or structure above the ground surface.

Attach and label, as **ATTACHMENT F, a complete copy of the current recorded deed(s)** for the project site. If you have an executed contract or agreement to purchase or lease the property, please provide a copy of relevant portions to Agency staff in order to establish your legal interest in the project.

Attach and label, as **ATTACHMENT G, a complete copy of all recorded deeds (not just abstracts) for the project site back through and including May 22, 1973.** Make a notation on the bottom of each deed, indicating what current tax map number(s) go with each deed.

Attach and label, as **ATTACHMENT H, a copy of the filled out and signed Local Government Notice Form.** If the Local Government Notice Form indicates that approval is required from the local municipality, the applicant should provide the following:

- a) a copy of the local application or, if issued at the time of this application, the written approval document (e.g., permit or signed subdivision plat);
- b) the minutes of all meetings at which the project was discussed; and
- c) a copy of the provisions of local ordinances, laws or regulations pertaining to the project or a statement from the municipality that the project meets the requirements of the local ordinance and may be approved as designed.

Attach and label, as **ATTACHMENT I, a copy of all permits or approvals** necessary from local, state, or federal agencies for this proposed project. Provide names and phone numbers of key points of contact with said agencies. Provide copies of written approvals and other permits received.