

WIRELESS - EXPEDITED PERMIT APPLICATION

ABOUT THE WIRELESS EXPEDITED PERMIT APPLICATION

This permit application form is used for applying for Small Wireless Facilities that meet all of the applicable criteria in [SMC 21.06.060\(K\)\(2\)\(a\)\(i\)](#). This application must be completed before construction of any Small Wireless Communication Facility can occur within the City of Sammamish.

PERMITTING WIRELESS COMMUNICATION FACILITIES

Expedited Wireless Use Permits implicate lower levels of review time due to proposals' strict adherence with the provisions of [SMC 21.06.060\(K\)\(2\)\(a\)\(i\)](#) and the lack of the need for discretionary review by the Director.

ADDITIONAL WIRELESS COMMUNICATION FACILITY PERMIT TYPES	
STANDARD WIRELESS USE PERMIT	CONDITIONAL USE PERMIT
Small Wireless Facilities that meet the standards in SMC 21.06.060(K)(2)(a)(i) , but require minor deviations from the Wireless Facility Design Standards	Small Wireless Facilities and Macro Cell Facilities that do not qualify for an Expedited Wireless Communication Facility Permit or a Standard Wireless Communication Permit
Macro Cell Facilities that meet the criteria in SMC 21.06.060(L)(2)(a)(i) .	Other wireless Facilities that need a Conditional Use Permit per SMC 21.06.060(G) Table A

FEES

FEES APPLICABLE TO THIS PROJECT
Expedited Wireless Use Permit
See current fee schedule

Code Reference

Wireless Communication Facilities
[SMC 21.06.060](#)

Questions?

[Submit Project Guidance](#)
[Visit the Permit Center](#)

City of Sammamish
801 228th Ave SE
Sammamish, WA 98075
www.sammamish.us

EXPEDITED WIRELESS COMMUNICATION FACILITY PERMIT APPLICATION



APPLICANT/REPRESENTATIVE INFORMATION

Name: _____ Company: _____
(if applicable)

Address: _____

Phone: _____ E-Mail: _____

PROJECT INFORMATION

Site address or location: _____

Parcel Number(s): _____ Zoning: _____

Critical areas on or near property: Yes No

If yes, describe: _____

SUBMITTAL CHECKLIST

For this wireless communication facilities application to be deemed complete, the following documents describe the minimum submittal requirements.

A PDF of each document is required at time of submittal. Please label files as numbered and listed below: (For example: 02 Project Narrative)

- 01. Signed Application Form
- 02. Project Narrative
 - Briefly describe the site and the project
- 03. Critical Area Affidavit
- 04. Plan Set
 - Provide a Site Plan and include all physical dimensions and details specifications for all materials, i.e., paint color, shrouding material, camouflage material, etc.
 - Provide an area map showing other wireless communication facilities
- 05. Design Standards Compliance Worksheet
 - Include photos of project site and surrounding vicinity
 - Include photo simulation(s) of proposed installation
- 06. Franchise Agreement (If applicable)
 - Approved by City Council
- 07. Letter of Authorization (from property owner or Homeowner Association as applicable)
- 08. Radio Frequency Emissions Report

EXPEDITED WIRELESS COMMUNICATION FACILITY PERMIT APPLICATION



CERTIFICATIONS & SIGNATURES

I have read this application in its entirety and certify that all information submitted, including any supplemental information, is true and complete to the best of my knowledge. I acknowledge that willful misrepresentation of information will terminate this permit application. I understand that my submittal will be reviewed for completeness and, if found to be complete, will be processed pursuant to [SMC 21.06.060](#).

Applicant, Representative, and/or Owner Signature: _____ Date: _____

Applicant, Representative, and/or Owner Signature: _____ Date: _____

ONLINE SUBMITTAL INSTRUCTIONS

- 1 Create an account on MyBuildingPermit.com.
- 2 Select “Apply For Permit” and then select “Sammamish” as the jurisdiction.
- 3 Select the following:

<u>Application Type</u>	<u>Project Type</u>	<u>Activity Type</u>	<u>Scope of Work</u>
Land Use	Any Project Type	Use Approval	Expedited Wireless Permit
- 4 Complete & save this form before uploading it in the “File Upload” section along with the required submittal documents.