

# WIRELESS - STANDARD PERMIT APPLICATION

## ABOUT THE WIRELESS STANDARD PERMIT APPLICATION

This application form is used for permitting Small Wireless Communication Facilities that meet the standards in [SMC 21.06.060\(K\)\(2\)\(a\)\(i\)](#), but require minor deviations from the Wireless Facility Design Standards and Macro Cell Facilities that meet the criteria in [SMC 21.06.060\(L\)\(2\)\(a\)\(i\)](#).

This application must be completed before construction of any wireless communication facility can occur within the City of Sammamish.

## PERMITTING WIRELESS COMMUNICATION FACILITIES

Standard Wireless Use Permits are those anticipated to require average review time and/or some elements of discretionary review by the Director.

ADDITIONAL WIRELESS COMMUNICATION FACILITY PERMIT TYPES	
EXPEDITED WIRELESS USE PERMIT	CONDITIONAL USE PERMIT
Small Wireless Facilities that exhibit strict adherence with the provisions of <a href="#">SMC 21.06.060(K)(2)(a)(i)</a> and the lack of the need for discretionary review by the Director.	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 are not eligible to be permitted using s Expedited Wireless Use Permit	Other wireless Facilities that need a Conditional Use Permit per <a href="#">SMC 21.06.060(G) Table A</a>

## FEES

FEES APPLICABLE TO THIS PROJECT
Standard Wireless Use Permit
<a href="#">See current fee schedule</a>

### 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](http://www.sammamish.us)

# WIRELESS – STANDARD 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: \_\_\_\_\_

## FACILITY TYPE

Please select the wireless communication facility type you are applying for as defined in [SMC 21.06.060\(F\)](#).

- Small Wireless Facility** A facility that meets the following conditions:
- a) Is mounted on support structures 50 feet or less, including antenna; or
  - b) Is mounted on support structures no more than 10% taller than adjacent poles or support structures; or
  - c) Does not extend existing support structures on which the facility is located to a height of more than 50 feet or more than 10%, whichever is greater.
- And:
- d) Each antenna associated with the deployment, excluding associated antenna equipment (as defined in the definition of “antenna” in 47 CFR § 1.1320(d)), is no more than 3 cubic feet in volume; and
  - e) All other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the structure, is no more than 28 cubic feet in volume; and
  - f) The facilities do not require antenna structure registration under 47 CFR part 17; and
  - g) The facilities are not located on Tribal lands, as defined under 36 CFR § 800.16(x); and
  - h) The facilities do not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified in 47 CFR § 1.1307(b).

- Macro Cell Facility** A large wireless communication facility that does not meet the definition of a small wireless facility. Generally, Macro Cell Facility antennas are mounted on ground-based towers, rooftops and other support structures.

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## 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
  - Photos of project site and surrounding vicinity
  - Photo simulation(s) of proposed installation
- 06. Franchise Agreement (If applicable)
  - Approved by City Council
- 07. Letter of Authorizations (From property owner or Homeowner Association as applicable)
- 08. Radio Frequency Emissions Report

## 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: \_\_\_\_\_

## WIRELESS – STANDARD PERMIT APPLICATION

### ONLINE SUBMITTAL INSTRUCTIONS

- 1 Create an account on [MyBuildingPermit.com](https://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	Standard Wireless Permit
- 4 Complete & save this form before uploading it in the “File Upload” section along with the required submittal documents.