



SMALL WIRELESS SERVICE FACILITY (SWF) IN RIGHT-OF-WAY PERMIT PROCESS GUIDE

A Small Wireless Service Facility (SWF) is a land use that is listed in Section 2-5-2 of the Town Code which is permitted subject to obtaining a SWF Permit. A SWF may be appropriate in some locations and may not be appropriate in other locations due to the particular physical or operational characteristics of the SWF. The purpose of the SWF permit process is to determine on a case by case basis whether the requested SWF can be made compatible with surrounding existing or approved land uses. A SWF may only be granted if findings are made by the Planning Commission, or if the Planning Commission decision has been appealed, the Town Council that the standards for the approval have been met by the applicant.

Pre-Application Procedure

The applicant must schedule a pre-application meeting with a representative from the Planning/Engineering Department prior to submitting an application. This meeting will provide a list of submittal requirements and other information that will expedite the application. Your application will be reviewed within a week of its submittal. Following the review, you will be advised by the Planning/Engineering Department if the application has been accepted as submitted. If corrections are needed they will be identified in red on the submitted plan(s).

Application Procedure

As soon as your application has been accepted, you will be advised of the date that the Planning Commission can consider your application. However, a hearing will not be scheduled until the corrected plans, accompanied with the original redline plans, are returned to and approved by the Planning/Engineering Department. You will be asked to provide the staff with the specified public hearing materials. Planning staff will then prepare an Action Report either recommending denial, approval, or approval subject to stipulations. You will be provided with a copy of this report prior to the hearing.

Public Hearing

The applicant or the applicant's representative must be present at the public hearing. The applicant will then have an opportunity to present their application, and to respond to any comments made by other speakers. A list of required public hearing submittals is included in this packet.

If you have any questions about the application form or the procedure through which it will be processed, please call the Planning/Engineering Department at (480) 348-????.

PERMIT NO. _____

**TOWN OF PARADISE VALLEY
SMALL WIRELESS SERVICE FACILITY (SWF) IN RIGHT-OF-WAY
PERMIT APPLICATION**

SUBMITTAL DATE: _____

Property Owner: _____

Location of Site: _____

Description of SWF (attach separate sheet if necessary): _____

**I, THE OWNER OR OWNER REPRESENTATIVE, ATTEST THE FOLLOWING
INFORMATION TO BE TRUE AND ACCURATE.**

Applicant Name: _____

Applicant Address: _____

City _____ State _____ Zip _____

Phone: (_____) _____ Contact Name: _____

Fax: (_____) _____

E-mail Address: _____

APPLICANT SIGNATURE

Permit Fee \$ _____

PLEASE PLACE A ✓ OR N/A (NOT APPLICABLE)

- _____ (Required) Original Letter of Authorization from owner giving applicant permission to use the site.
- _____ (7) Copies of a narrative, to include but not limited to the following:
 - _____ Description of the type of SWF
 - _____ Additional details on how SWF may impact neighboring properties,
- _____ (7) Copies of a site plan, to include but not limited to the following:
 - _____ A legal description of the parcel, including gross and net acreage. A recent American Land Title Association/American Congress on Surveying & Mapping (ALTA/ACSM) survey may be required if deemed necessary for a thorough review of the application.
 - _____ Significant topographical features of the site or area.
 - _____ Fall zone
 - _____ The locations and elevations of all adjacent structures on properties adjacent to a proposed SWF.
- _____ (20) Copies of the following once the application has been scheduled for a public hearing before the Planning Commission:
 - _____ Project Narrative
 - _____ Color Aerial of Site
 - _____ Site Plan & Elevations
 - _____ Landscape Plan
 - _____ RF Study
 - _____ Viewshed Study
 - _____ Photographs and Photo Simulations
 - _____ Sight Line Representation
 - _____ Color Board
 - _____ Equipment Brochures
 - _____ Noise Study
 - _____ Environmental Assessment

LETTER OF AUTHORIZATION

Town of Paradise Valley
6401 E Lincoln Dr
Paradise Valley, AZ 85253

I, _____, authorize _____
(Name of Owner) (Name of Applicant)

to obtain a SWF Permit on my behalf for

_____ at _____
(Type of SWF) (Site Location)

OWNER

(Owner's Signature) (Date)

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Faux Saguaro Cactus Standard Features

Maximum installed height 24 feet above ground level.

Cactus exterior is durable structural-grade fiberglass (FRP) shell.

Cactus structure is galvanized steel pole with permanent hidden lift eyebolt at top.

Cactus to withstand 90 mile per hour wind in accordance with Design Criteria per ANSI/TIA-222-G (or current standard).

Basic saguaro configuration with six ribs per foot of circumference

Ribs are 2 inches deep and pleated with natural look and realistic texture

Outside diameter (OD) of cactus 4" greater than the inside diameter (ID)

Maximum inside diameter (ID) is 24"

Woodpecker holes shall be a maximum of 3.5" diameter with insect screens.

Commented [PM1]: Verify maximum diameter

Tapered top, upper 6.5 feet cactus tapered inward 1.15inch per foot, 7.45" total Tapered

base, lower 3 feet cactus tapered inward 1.15" per foot, 3.45" total

Access panels are carved into "skin" following rib lines to minimize appearance

Mounting hardware concealed and flush with "skin"

Realistic five age-zone paint scheme as defined below.

Five age-zone paint design

- Zone V: [18'-24'] New Growth - (2) tones of green
- Zone IV: [18'-14'] Young Growth - (3) tones of green w/ accents in various locations
- Zone III: [14'-10'] Intermediate - (3) tones of green and reduction of color accents
- Zone II: [10'-4'] Mature Growth - (3) Tones of green color accent over base greens: yellows, browns, and whites
- Zone I: [4'- soil] Base - brown/gray and heavily aged
- Zones II to V have 2-tone individual airbrushed faux needles. Needles located on edge of ribs spaced approximately 2 to 3 inches apart.
- All Zones: 3-tone scars and dead areas artistically placed
- All Zones: Inset and 3-tone painted Gila woodpecker holes
- Paint: Exterior rated (ultraviolet-resistant) latex paint (Sherwin Williams or equal) using Larson Camouflage paint schedule.

LARSON CAMOUFLAGE PAINT COLORS FOR FIVE AGE-ZONE DESIGN

Two Tone Green Basic Colors:

SW6417	Tupelo Green
SW6424	Tansy Green (Old)
SW6418	Rural Green (New)

Varied Tone "Aging" Colors:

SW7005	Pure White	SW6815	Escape Gray
SW6131	Chamois	SW6816	Dried Thyme
SW 6232	Misty	SW6027	Retreat

Faux Needles

SW 7005	Pure White
SW 6994	Greenblack

Scars & Woodpecker Holes

SW 6060	Java
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Note: All paints are Sherwin Williams exterior rated, ultraviolet resistant latex or equal.

