



# SUBSTANTIALLY CONFORMING SITE PLAN CHECKLIST (Telecommunications Antennas)

- Schedule and attend a pre-submittal meeting with the Planning Department.

## THE SUBSTANTIALLY CONFORMING SITE PLAN SHALL CONFORM TO ALL REQUIREMENTS OF THE SITE PLAN CHECKLIST WITH THE FOLLOWING EXCEPTIONS:

### SUBSTANTIALLY CONFORMING SITE PLAN

- Substantially Conforming Site Plan Checklist** (this document) completed, signed, and included in submittal packet.
- Substantially Conforming Site Plan** See detail criteria below.
- Completed [Landowner Authorization](#), signed by LANDOWNER AND PROJECT REPRESENTATIVE/APPLICANT. When the ownership is a Corporation, Limited Liability Company (LLC), Limited Company (LC), Partnership, Limited Partnership, Trustee or any organization other than an individual owner, provide documentation authorizing the signatory to sign on behalf of the ownership.
- Current Deed** showing proof of ownership. Ownership reflected on the deed shall match the application.
- [City Tax statement\(s\)](#) from Collin County and/or Denton County indicating City taxes are current. **Applications with past due taxes will be rejected.**
- [Site Plan Checklist](#) and corresponding documents.
- Landscape and Irrigation Plans** with checklist. Refer to the [Landscape & Screening Plan Checklist](#).
- Other applications and plans which are required with a Substantially Conforming Site Plan.
  - \_\_\_ **Facade Plan** A separate application IS required if changes are made to the exterior of the building.
  - \_\_\_ **Open Space Plan** A separate application IS required.
  - \_\_\_ Tree Removal Permit Application

### SUBSTANTIALLY CONFORMING SITE PLAN DETAILS

- City Project Number and plan type (ex. Substantially Conforming Site Plan – SCSP21-00XX).
- Add a purpose statement above the title block.
- Update ownership information, if changed
- Draw cloud around area(s) that is(are) being modified
- Provide a dimensioned detail of the proposed antenna, equipment, and screening

### SUBSTANTIALLY CONFORMING SITE PLAN DETAILS

- Provide a numbered list of the proposed revisions that correlate to the clouded area(s)
- Update Site Data Table if changes are made to the building(s), use(s), parking, or impervious surface.

### ADDITIONAL REQUIREMENTS FOR TELECOMMUNICATION ANTENNAS

- Show location of the cellular antenna/mechanical equipment
- Provide a detail sheet of the proposed antenna and equipment
- Add specific antenna use to Site Data Table (refer to Use Chart within the Zoning Ordinance for types of antenna uses)
- Provide lease agreement with the City. The City may have multiple lease agreements with several carriers that include access and utility easements.
- Show all recorded easements (utility, fire lane, landscape, Visibility, Access and Maintenance, Public Way access, drainage, and drainage and detention, etc.) with cab/page number or separate instrument number and all easements established by lease agreement with the City.
- Show any additional required setbacks for antennas and associated equipment (refer to Zoning Ordinance). Existing structures and equipment may encroach building setbacks; however, proposed equipment shall comply with setback requirements.

By signing this document, I attest that this plan complies with the Zoning and Subdivision Ordinance, Engineering Standards and all other applicable codes and ordinances of the City of Frisco.

\_\_\_\_\_  
**Preparer's Name (printed)**

\_\_\_\_\_  
**Preparer's Signature**