



# Application for Telecommunication Facilities Consultation

**Planning and Development**  
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The City of London has a Telecommunication Facilities Consultation Policy to provide guidelines to be followed by applicants for all facilities to which Innovation, Science and Economic Development (ISED) Canada’s CPC-2-0-03 is applicable. ISED Canada is responsible for approving and licensing radiocommunication facilities. As part of the approval process, ISED Canada requires applicants of significant antenna structures to confer with the local land use authority prior to the issuance of a license. The City of London’s Telecommunication Facilities Consultation Policy institutes a consultation procedure between telecommunication carriers and the City which provides an opportunity for public consultation in the site selection process. These procedures are intended to provide opportunities for public feedback regarding the location of telecommunication facilities.

The City will provide applicants of new telecommunication towers, subject to the application review process, with a Letter of Concurrence within 45 days of a complete application if the City is satisfied that its telecommunication consultation process has been followed.

APPLICATION TYPE	FEE
Telecommunication Facilities Consultation	\$125

## SECTION A Location of Subject Lands

Municipal Address: \_\_\_\_\_

Legal Description \_\_\_\_\_

## SECTION B Proposed Telecommunication Facility

Type and height of Tower:

\_\_\_\_\_

Distance from Closest Residential Designation in the City of London Official Plan:

\_\_\_\_\_

Distance from Closest Residential Dwelling:

\_\_\_\_\_

Distance from Closest Institutional Building:

\_\_\_\_\_

## Are any of the following to be provided?

An equipment building greater than 10 square metres in area? Yes  No   
(A building permit is required)

An equipment room located within an existing building? Yes  No

### SECTION C. Complete Submission Checklist

- A complete application form and the applicable fee.
- A brief written explanation of the telecommunications proposal. The Applicant (carrier) should demonstrate the steps taken to investigate all non-tower and co-location options in the vicinity of the proposed site, and reasons why a tower option is the only feasible alternative in that location. A description of the design elements proposed to minimize the visual impact of the support structure is also required. Pre-consultation with Building Division staff is recommended, particularly where accessory structures are contemplated or for rooftop locations.
- Physical details of the tower (e.g. height, colour, type, design and lighting)
- Colour photographs of the subject property as existing and with a superimposed image of the proposed location of the tower or antenna.
- A map/inventory of all towers within the Proponent's search area.
- A site plan for the entire property (not just the leased portion), showing the relationship between the proposed facility and existing features on the property such as existing and proposed buildings, parking, pedestrian and vehicular movement (including access and driveways), natural features, site grading for the leased portion, the location of existing property lines, fences, buffering, existing and proposed landscaping, access, and the type and height of the proposed tower structure. Any significant vegetation on site that may be affected by the proposal should be inventoried on the plan.
- A location map showing the horizontal distance between the proposed support structure installation and the nearest residential dwelling, residential zone or area designated for current or future residential uses at an appropriate scale to show the context of the facility location and the surrounding area
- Required Studies: Archaeological Assessment, Environmental Impact Statement, etc.
- Confirmation that any other applicable municipality/agency(s) have been consulted.

## SECTION D Applicant Information

Complete the information below. All communications will be directed to the **Primary Contact** with a copy to the Owner.

Registered Owner(s)			
Name		Phone	
Address		City	Fax
Province	Postal Code	E-mail	
Inquiries regarding this Application should be directed to Applicant or Agent			
Name		Phone	
Address		City	Fax
Province	Postal Code	E-mail	

Which of the above is the primary contact?  Owner  Applicant  Agent

### Owner's Authorization

**This must be completed by the Owner if the OWNER IS NOT FILING THE APPLICATION.**

**NOTE: If there are multiple Owners, an authorization letter from each Owner (with dated, original signature) is required OR each Owner must sign the following authorization.**

I, (we) \_\_\_\_\_, being the  
Print name(s) of Owner, individual or company  
 registered Owner(s) of the subject lands,

hereby authorize \_\_\_\_\_,  
Print name of agent and/or company (if applicable)

to prepare and submit an Application for Telecommunication Facilities Consultation.

_____ <small>Signature</small>	_____ <small>Day      Month      Year</small>
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**IMPORTANT: If the Owner is an incorporated company, the company seal shall be applied in the signature block above (if there is one).**

**SECTION E Notes for Declaration**

i) The applicant understands that submission of this application does not guarantee a complete application has been received. Further review of the application will occur and the applicant may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted. This must be completed by the person filing the application for the Telecommunication Facilities Consultation and in the presence of a Commissioner of Oaths.

I, _____ of the	
Print name of applicant	
_____ in the Region/County/District of _____	_____
Print name of City, Town, Township etc...	Print Region/County/District
solemnly declare that all of the statements contained in this application for a Telecommunication Tower at:	
_____ ,	
Municipal address of telecommunication tower application	
and all supporting documents are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the <i>Canada Evidence Act</i> .	
Declared before me at the County of Middlesex, in the Municipality of London,	
this _____ day of _____, 20_____.	
_____ Signature of applicant	_____ Print name of applicant
	_____ Commissioner of Oaths