

**Uniform Application  
Filing Requirements Checklist**

(Applicable Authority: KRS 278.040(3), 278.020(1), 278.650, 278.665, 807 KAR 5:063)

**Utility Name:**

**Proposed Location:**

**Date Received:**

**Review Deadline:**

**Docket Number:**

807 KAR 5:063, Sec. 4(1)

**Comments:**

- Full name and post office address of applicant and a reference to the particular provision of law requiring Commission approval.
- An original of the full application.

807 KAR 5:063, Sec. 5(1)

- The application is entitled "Uniform Application: Confidential and Proprietary" and the title is printed beneath the case caption in bold face type that is at least as large as any other type appearing on the document.

807 KAR 5:063, Sec. 5(2)

- The filing includes an original and five copies of an additional page which is labeled, in bold type, "For the Public Record" and which contains the case caption and states the specific location of the proposed construction.

807 KAR 5:063, Sec. 4(1)

- If applicant is a corporation, a certified copy of the Articles of Incorporation and all amendments thereto or if the articles were filed with the Commission in a prior proceeding, a reference to the style and case number of the prior proceeding.
- The facts relied upon to show that the proposed new construction is or will be required by public convenience or necessity.
- Copies of franchises or permits, if any, from the proper public authority for the proposed new construction or extension, if not previously filed with the Commission.
- A full description of the proposed location, route, or routes of the new construction or extension, including a description of the manner in which same will be constructed, and also the names of all public utilities, corporations, or person with whom the proposed new construction or extension is likely to compete.
- A map to suitable scale (preferably not more than two miles per inch) showing the location to scale of any like facilities owned by others located anywhere within the map area with adequate identification as to the ownership of such other facilities.
- All other information necessary to afford the Commission a complete understanding of the situation.

- A copy of the utility's applications to the Federal Aviation Administration and the Kentucky Airport Zoning Commission.
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A copy of the utility's application to, and authorization from, the Federal Communications Commission, if applicable.

A geotechnical investigation report, signed and sealed by a professional engineer registered in Kentucky, that includes boring logs, foundation design recommendations, and a finding as to the proximity of the proposed site to flood hazard areas (findings re: flood hazard proximity may be prepared by a land surveyor).

Clear directions from the county seat to the proposed site, including highway numbers or street names, and the telephone number of the preparer of the directions.

The lease or sale agreement for the property on which the tower is proposed to be located (may be in abbreviated form if so filed with county clerk, but if a lease, must include copy of lease provision that the tower will be dismantled when no longer used).

The identity and qualifications of each person directly responsible for the design and construction of the proposed tower.

A site development plan or survey, signed and sealed by a professional engineer registered in Kentucky, that shows the proposed location of the tower and all easements and existing structures within 500 feet of the site on the property on which the tower will be located and all easements and existing structures within 200 feet of the access drive, including the intersection with the public street system.

A vertical profile sketch of the tower, signed and sealed by a professional engineer registered in Kentucky, indicating the height of the tower and the placement of all antennas.

A map, drawn to a scale no less than 1 inch equals 200 feet, that identifies every structure and every owner of real estate within 500 feet of the proposed tower.

807 KAR 5:063 Sec. 4(4)

A statement as to whether the construction is proposed for an area outside the incorporated boundaries of a city.

807 KAR 5:063 Sec. 4(1)

A statement that every person who, according to property valuation administrator's records, owns property within 500 feet of the proposed tower and if the tower is proposed for an area outside the incorporated boundaries of a city, every person who owns property contiguous to the property upon which the construction is proposed has been:

Notified by certified mail, return receipt requested, of the proposed construction.

Given the Commission docket number under which the application will be processed.

Informed of his right to request intervention.

807 KAR 5:063 Sec. 4(1)

A statement that two written notices, at least 2' x 4', one in a visible location on the proposed site and one on the nearest public road have been, and shall remain, posted for at least two weeks after the application has been filed.

In both posted notices, the word "tower" or "monopole" shall be printed in letters at least 4 inches high.

A statement that notice of the location of the proposed construction has been published in a newspaper of general circulation in the county in which the construction is proposed.

A brief description of the character of the general area in which the tower is proposed to be constructed, which includes the existing land use for the specific property involved.

A statement that the utility has considered the likely effects of the installation on nearby land uses and values and has concluded that there is no more suitable location reasonably available from which adequate service to the area can be provided.

A statement that there is no reasonably available opportunity to co-locate, including documentation of attempts to co-locate, if any, with supporting radio frequency analysis, where applicable, and a statement indicating that the utility attempted to co-locate on towers designed to host multiple wireless service providers' facilities or existing structures, such as a telecommunications tower, or another suitable structure capable of supporting the utility's facilities.

A map of the area in which the tower is proposed to be located, that is drawn to scale and that clearly depicts the search area in which a site should, pursuant to radio frequency requirements, be located.

KRS 100.987(2); 807 KAR 5:063 Sec. 4(2)

A grid map that shows the location of all existing cellular antenna towers and that indicates the general position of proposed construction sites for new cellular antenna towers within an area that includes:

All of the planning unit's jurisdiction.

A one-half mile area outside of the boundaries of the planning unit's jurisdiction, if that area contains either existing or proposed construction sites for cellular antenna towers.

**Comprehensive Plan**

**Compliance Checklist**

- UT-11 Towers proposed for cellular telephone or personal communications services should be recognized as a utility and, as such, provide a needed service to the community.
- UT-11A Telecommunication services should collocate on existing towers, spires, or other structures when feasible.
- UT-11B New telecommunications towers should be designed and constructed so as to reasonably allow collocation of at least three service providers. Option and lease agreements should not prohibit the possibility of collocation.
- UT-11C New towers should not be illuminated or be identified by signage except in accordance with requirements of state or federal regulations or signs displaying emergency contact information.
- UT-11D All tower sites should be fenced for security purposes.
- UT-11E Any tower site abutting a residential use or district must be screened with dense vegetation at a minimum height of six feet, planted in a staggered pattern at a maximum distance of 15 feet on center.
- UT-11F Towers should be light gray in color to enhance the ability to blend with the environment.

**Zoning Ordinance**

**Compliance Checklist**

- Located in eligible zoning district: AG, P, GB, CB, HB, LI, HI, OPC. (Sec. 5.1)
- Set back from property line at least 60 percent of tower height. (Sec. 5.2.6.E.5.a(1)(a))
- Compliance with setback standard of adjacent zoning district. (Sec. 5.2.6.E.5.a(1)(b))
- Two off-street parking spaces provided. (Sec. 5.2.6.E.5.a(1)(c))
- Existing vegetation preserved and complies with landscaping provisions. (Sec. 5.2.6.E.5.a(1)(d))
- No artificial lighting except as required by FAA or state authority. (Sec. 5.2.6.E.5.a(1)(e))
- If in AG district, does not include office, long-term vehicle storage, outdoor storage, or broadcast studios. (Sec. 5.2.6.E.5.a(1)(f))
- Application includes copies of compliance with applicable federal and state regulations. (Sec. 5.2.6.E.5.a(1)(g))
- Tower proposed to be white or light gray in color, unless otherwise required by law. (Sec. 5.2.6.E.5.a(2))