

Existing Tower



Application

Date Stamp Here

For Office Use Only	
Permit #	
Tower #	
Date Issued	
Approved By	

Applicant Information

1. **Applicant:** Check all that apply: Property Owner Contractor Tower Owner Lessee
- Name: _____ Phone: _____ E-Mail Address: _____
- Address: _____ City: _____ State: _____ ZIP: _____
- Local Mailing Address: _____ City: _____ State: _____ ZIP: _____
- Contractor License #: _____ Expires: ____/____/20____
2. **Tower Owner:** Applicant (Proceed to #3)
- Name: _____ Phone: _____ E-Mail Address: _____
- Address: _____ City: _____ State: _____ ZIP: _____
3. **Project Primary Contact:** _____ Title: _____
- Emergency Phone: _____ On-Site Phone: _____ Mobile: _____
- E-Mail Address: _____

Project Information (Attach Site Plan and Structural Analysis Report)

4. **Address of Project Location:**
- Project Name: _____ Address: _____ City/Zip: _____
- Assessor's Parcel # (s): _____ Un-Incorporated Area (County) Incorporated Area (City)
- GPS Coordinates (if no address available): _____ Township: _____ R: _____ S: _____
5. Project Description: _____
6. (a) Modifications within original tower report limits? Yes No (b) Modifications are to tower design? Yes No
7. If within original tower report allotments (yes to 6a) please complete the following:

Approved Tower Report Date	Existing Tower Load %	Proposed Tower Load %
	%	%

Statement from Registered Professional Engineer that the proposed changes do not overload/exceed tower's design limits detailed in the existing report on record and approved by Navajo County with P.E. seal

Value: _____

Signature of Authorized Agent or Agent Representative

I hereby certify that, based on information and belief formed after reasonable inquiry, the statements and information in the Application for modification to Existing Tower Permit are true, accurate, and complete. *Arizona Revised Statute §13-2704 makes it a criminal offense to knowingly make a false material statement to a public servant in connection with an application for any benefit, privilege, or license.*

Applicant Signature: _____ **Date:** _____ **Printed Name:** _____

Tower Owner/Manager: _____ **Date:** _____

Printed Name: _____ **Title:** _____

Completed By (If Not Signatory): **Printed Name:** _____ **Title:** _____

Phone: _____ **E-mail/:** _____

Checklist for Submitting: Site Plan / Tower Report

Direction: If changes result in tower modifications. Please include old and new report with a list of changes and calculations sealed by a professional engineering registered within Arizona. If changes are within design tolerances. Please include the existing report approved by the County with a statement for equipment changes, deletions, additions that the changes do not exceed the approved loading limitations.

- a. Applications without calculations sealed by a professional engineer will be rejected, resulting in delays until a copy with the professional registrants sealed calculations are included.
- b. County may require additional structural engineering be performed by a registered professional engineer.
- c. Report must be accepted by tower owner/manager prior to applying for a County Permit for alterations to the tower or modifications to the existing tower.

Required: Attach a sheet of explanations for any “No” or “N/A” response(s) to the following. (If determined to be needed, staff will request inclusion of necessary components.)

Site Plan

1. Yes No N/A Site Location (Address or GPS Coordinates if address doesn't currently exist).
2. Yes No N/A Tax Parcel Number.
3. Yes No N/A Show parcel and tower owners name and address and phone number.
4. Yes No N/A Property Lines w/Dimensions.
5. Yes No N/A Nearest distance to all property lines for all structures.
6. Yes No N/A Show All Structures – Existing and Proposed including culverts.
7. Yes No N/A Driveway/Access location- Length and Width.
8. Yes No N/A Driveway surface type (native, gravel, asphalt)
9. Yes No N/A Any work being performed in Public Roadway (ROW Use Permit required)
10. Yes No N/A Adjacent ROW and street name.
11. Yes No N/A Lot square footage (Total).
12. Yes No N/A All easements and Utilities.
13. Yes No N/A Distances between detached structures.
14. Yes No N/A Drawn to Scale (Minimum 1" = 40') with a North Arrow. Smaller ratios are better.
15. Yes No N/A Drawn on 24 x 36 paper, unless 8 1/2" x 11" will adequately show all of the above.

Tower Calculations

16. Yes No N/A Tower Load Diagram
17. Yes No N/A Equipment elevations, simple dimensions, and weights detailed
18. Yes No N/A Proposed additions in green, modifications in blue, and subtractions in red (may be on separate diagrams instead or use callouts)
19. Yes No N/A Original Design (last approved design) parameters
20. Yes No N/A Current Design (last approved modifications) parameters
21. Yes No N/A Proposed Design (pending changes) parameters
22. Yes No N/A Original Tower Calculations (last approved design)
23. Yes No N/A Current Tower Calculations (last approved modifications)
24. Yes No N/A Proposed Tower Calculations (pending changes)
25. Yes No N/A Statement on proposed tower calculations meeting approved limits and design parameters sealed by a PE

Engineering Department Review Comments: (For Official Use Only)
