

# CITY OF HOUSTON



PLANNING &  
DEVELOPMENT  
DEPARTMENT

HOUSTON TOWER COMMISSION

## Tower Permit Application

Date:

Location	File #	Zip Code	Lambert # (Facet)	Key Map	Council District
Site address	__-T-__	__	__	__	__

Tower Company:

Property Owner:

Address:

Address:

City: State: Zip:

City: State: Zip:

Contact Person:

Phone & e-mail:

### Type of Tower

Monopole <input type="checkbox"/>	New <input type="checkbox"/>	Cellular <input type="checkbox"/>
Lattice <input type="checkbox"/>	Alteration <input type="checkbox"/>	Microwave <input type="checkbox"/>
Guyed Tower <input type="checkbox"/>	Replacement <input type="checkbox"/>	Radio <input type="checkbox"/>
Camouflage <input type="checkbox"/>	Exempt <input type="checkbox"/>	Television <input type="checkbox"/>

### Base of Tower

### Height of Tower

### Deed Restrictions

On Grade

Attached to a Building

Existing:

Proposed:

Yes

No

Latitude and Longitude:

NADS Lat and Long:

### Location of Tower

- Within a historic district? Yes  No
- Within 1,320 feet of a historic district or landmark? Yes  No
- Within a scenic area or park? Yes  No
- Within 1,000 feet of an existing tower? Yes  No
- Distance to nearest residence or residential lot:

## CERTIFICATION OF TOWER PERMIT APPLICATION

- (1) I am the owner of the property included in this tower permit application, or I am authorized by the owner of the property to make this application.
- (2) I have investigated all of the facts contained within this affidavit. I understand that the City of Houston will rely on this certification in reviewing this tower application to which this affidavit appertains, and that all statements contained herein are true and correct as to matters of personal knowledge.

Signature of applicant or agent: \_\_\_\_\_

Print Name and contact e-mail:

### **Basic requirements checklist for a New Tower submittal includes:** (2013, 02.2014)

- Reference 41-57, 58
- Application (with 911 address, Lat Long and NADS)
- Map indicating all land uses within the Residential Test Area and Setback Area, by tracts
- Title Report
- Deed Restriction Affidavit
- Residential Test Area property tax roll information
- List of names and addresses of property owners to be notified, including Superneighborhood and all civic groups
- Addressed, stamped envelope for each property owner to be notified
- 2 copies of the detailed site plan
- Fee Payment (Check payable to the City of Houston) (See CoH Finance web page for amount; adjusted each January; approximately \$450 or more, plus \$27.95 administrative cost)
- 15 sets preferred of waiver requests and supporting materials (if applicable)
- Electronic copy of Application and docs (i.e. on disc)
- Draft Legal Notice (and payment arrangements)
- Draft Sign (and location diagram)