



Village of Arlington Heights
Building & Life Safety Department
33 S. Arlington Heights Road
Arlington Heights, IL 60005
847-368-5560
building@vah.com

SMALL WIRELESS FACILITIES PERMIT APPLICATION

APPLICANT INFORMATION

Applicant Name:		Date:
Applicant is a: <input type="checkbox"/> Carrier/Wireless Provider <input type="checkbox"/> Representative <input type="checkbox"/> Other:		
Company Name:		
Address:		
City:	State:	ZIP Code:
Phone:	Email:	

PROPOSED SITE LOCATION

Property Address:		
City:	State:	ZIP Code:
Closest Intersection (Distance and Direction from):		

EXISTING POLE/STRUCTURE INFORMATION

New Pole/Structure Construction? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Pole/Structure ID Number:	Height of Pole/Structure (feet):	Pole Color:
Existing Attachment(s) on Pole/Structure? (<i>e.g.</i> , banners, light fixtures) Yes <input type="checkbox"/> No <input type="checkbox"/>		
Existing Structure Owner:		
Name of Structure Owner Representative:		
Address:		
City:	State:	ZIP Code:
Phone:	E-mail:	Fax:

PROPERTY OWNER INFORMATION

In the event that the proposed small wireless facility is to be attached to an existing pole owned by an entity other than the Village, the wireless provider shall provide legally competent evidence of the consent of the owner of such pole to the proposed collocation. Permission has been granted by property owner? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Name:		
Address:		
City:	State:	ZIP Code:
Phone:	Email:	

APPLICATION REQUIREMENTS

The following documents must be attached or included for the Application to be complete:

- Application fee(s)
- Site specific structural integrity, AND for a municipal utility pole Make-ready analysis prepared by a structural engineer
- The location where each proposed small wireless facility or utility pole would be installed
- GIS DATA – Surveyed utility locations and elevations (or any other collected attribution) shall be delivered to the Village in ESRI geodatabase format using the Village database schema. All data shall be delivered in Illinois State Plane projection (NAD_1983_StatePlane_Illinois_East_FIPS_1201_Feet).
- Photographs of the proposed site location and its immediate surroundings
- Specifications and drawings prepared by a structural engineer for each proposed small wireless facility
- The equipment type and model numbers for the antennas and all other wireless equipment associated with the small wireless facility
- A proposed schedule for the installation and completion of each small wireless facility, if approved
- Proof of permission granted by property owner, if existing pole not owned by the Village

ATTESTATION, ACKNOWLEDGMENT & SIGNATURE

I attest to the best of my knowledge and belief that the information stated in this application and in all supporting plans and documents is true and accurate. To the best of my knowledge, I certify that the proposed collocation complies with the terms of the "Collocation Requirements and Conditions" Section of Village's Small Wireless Facility Deployment Ordinance.

Signature of Applicant:

Date:

Printed Name of Applicant:

Title:

****FOR ADMINISTRATIVE USE ONLY****

Date Application was submitted:

Date Applicant must be notified if complete:
(30 days after receipt of application)

Application is: Complete Incomplete

Date the Applicant was notified that Application was complete or incomplete:

If Application is incomplete, specifically list the missing documents or information: