

Type 4 WCF Conditional Use Permit Renewal Application Checklist



OFFICIAL USE ONLY

City Staff Contact: _____ Phone: _____ Email: _____

Project Name:	
Property's Address:	A.P.N.:
Property's Zoning District Designation:	
Application Request:	
Owner:	Applicant:
Company:	Company:
Address:	Address:
Phone:	Phone:
E-mail:	E-mail:

Submittal Requirements:

Please submit materials requested below. **All digital files must be uploaded in PDF format.**
 Project No.: _____ -PA- _____ Key Code: _____
Submit digitally at: <https://eservices.scottsdaleaz.gov/bldgresources/Cases/DigitalMenu>

Completed Application (this form) and Application Fee \$_____ (fee subject to change every July)	Affidavit of Authority to Act for Property Owner, letter of authorization, or signature below.
Narrative – for the WCF CUP renewal. Address criteria listed in Sec. 1.403 of the Zoning Ordinance for Wireless Communication Facilities.	Drawings - Include site survey, site plan, detail sheet of antennas, radio equipment, and cabinets.
Request to Submit Concurrent Development Applications	
Request for Site Visits and/or Inspections form	RF - EME Study
Color photographs of site – include area of request	Property Owners Association Input
Community Notification Documentation. Notify all property owners within 750 feet of site. Submit names and addresses of all properties that were notified, submit a copy of the letter that was sent and the date that letter was mailed.	Other: _____ _____ _____ _____

Please indicate in the checkbox below the requested review methodology (see the descriptions on Page 2):

Enhanced Application Review: I hereby authorize the city of Scottsdale to review this application utilizing the Enhanced Application Review methodology.

Standard Application Review: I hereby authorize the city of Scottsdale to review this application utilizing the Standard Application Review methodology.

_____	_____
Owner Signature	Agent/Applicant Signature

Planning and Development Services

7447 E. Indian School Road, Suite #105, Scottsdale, AZ 85251 • www.ScottsdaleAZ.gov