



**St. Mary's County Department of Land Use and Growth Management**  
23150 Leonard Hall Drive, Leonardtown, Md. 20650  
Phone (301) 475-4200, ext. \*1500 Fax (301) 475-4672  
**COMMUNICATIONS TOWER SITE PLAN REVIEW CHECKLIST**



Control Number \_\_\_\_\_ Project \_\_\_\_\_  
Applicant \_\_\_\_\_ Surveyor/Engineer \_\_\_\_\_  
Address \_\_\_\_\_  
Zoning \_\_\_\_\_ TM \_\_\_\_\_ BK \_\_\_\_\_ Parcel \_\_\_\_\_  
Date \_\_\_\_\_ Reviewer \_\_\_\_\_ TEC Date \_\_\_\_\_

**I. Required Supporting Information**

Yes	No	Na	Standard	Reference
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan Application Form	CZO§60.4.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Conditional Use Pre-Application Meeting Date _____	CZO§25.3
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identification of the present record owner of the property	CZO§60.4.1.b.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	System Design plan , tower height, number of antennae and existing buildings within fall zone	CZO§51.3.91.b.(1)a
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Evaluation of tower relationship to other antenna sites, existing off site structures taller than 50'. Verifiable evidence must be provided of lack of space or unsuitability of any existing tower or structure within search radius	CZO§51.3.91.b.(1)d
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Specific type tower to be constructed	CZO§51.3.91.b.(1)g
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identification of maximum number of antennae and co-location spaces that can safely be placed on the tower.	CZO§51.3.91.b.(1)j
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevation drawing depicting tower, height and all equipment planned	CZO§51.3.91.b.(1)k
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Feasibility analysis of alternative existing or proposed tower locations within a two mile radius.	CZO§51.3.91.b.(2)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Towers exceeding 199 feet in height require detailed engineering justification, documenting the basis for determining that a taller structure is required.	CZO§51.3.91.b.(8)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Depiction of tower site, location of all structures, equipment and appurtenances to be installed with tower. Existing tree buffers, means of ingress/ egress, adjoining properties, and all setback lines.	CZO§51.3.91.b.(9)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A signal coverage/propagation map of the area to be served by the proposed tower.	CZO§51.3.91.b.(b)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The signal coverage/propagation map shall show coverage area available under existing towers with co-location opportunities, approved towers and antennae/equipment installed on other structures (water towers, buildings, etc.).	CZO§51.3.91.b.(c)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A detailed engineering analysis of the proposed new tower, including a summary of the proposed tower's capacity to provide space for future Co-location by others.	CZO§51.3.91.b.(e)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Federal Communications Commission review, evaluation and approval under the National Environmental Policy Act of 1969, and applicable Federal Communication Commission regulations and standards through the Office of	CZO§51.3.91.b.(f)

Engineering Technology as required by federal law.

The design of the proposed tower shall be sealed by a licensed engineer, licensed to practice in the State of Maryland. CZO§51.3.91.b.(h)

Identification of all noise, odor and other potential nuisance producing Facilities, appurtenances and/or outbuildings, or the like, that are Associated with the proposed use. CZO§51.3.91.b.(i)

A visual impact study, including photo-simulations, demonstrating that a proposed tower shall not unreasonably interfere with the view of, or from sites of significant public interest such as a public park, a state or county designated scenic road, river, structure, etc. CZO§51.3.91.b.(l)

An engineered statement prepared by a licensed professional engineer certifying that the proposed facility will meet or exceed all regulatory Emissions standards established by the FCC. CZO§51.3.91.b.(m)

An engineering statement prepared by a licensed professional engineer describing the contained fall design for the tower in the event of a Structural failure. CZO§51.3.91.b.(n)

Evidence that at least one telecommunications carrier has agreed to locate antennae on the tower. CZO§51.3.91.b.(o)

A plan that describes company plans for new towers or antenna placements within the entire County during the next two years. CZO§51.3.91.b.(p)

All fees for the costs of any technical review of the application by an Independent consultant hired by the County. CZO§51.3.91.b.(q)

Towers shall require a setback distance of 100 percent of the height of the tower from any residence, historic site, building or other structure not associated with the tower site, in addition to an setbacks otherwise required by the Zoning Ordinance. CZO§51.3.91.b.(10)

Contact information shall be prominently displayed on the fence enclosing each facility. CZO§51.3.91.b.(14)

The applicant shall provide a bond, letter of credit, or other appropriate surety at time of approval as approved by the County to cover the cost for demolition of the facility and site restoration. CZO§51.3.91.b.(7)

## II. Site Plan Requirements

Yes	No	Na	Standard	Reference
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale (1"=100' preferable)	CZO§60.4.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of original	CZO§60.4.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Land Use and Growth Management Control Number	CZO§60.4.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project Name	CZO§60.4.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tax Map, Block, Parcel	CZO§60.4.1
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Zoning Overlay	CZO§60.4.1

<b>Vicinity Map</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale 1-2000 preferred
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	North Arrow

<b>Environmental Features</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Streams, Wetlands, Flood Plain
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soils
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steep Slopes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Highly Erodible soils
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Habitat Protection Areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forest Tree Line and clearing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forest Conservation Requirements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fields and Farmland

**Existing Built Features**

- Parking
- Structures

*CZO§60.4.1.(f)*  
*CZO§60.4.1.(g)*

**Proposed Development Plan**

- Accurate Sketch of the lot drawn to scale *CZO§60.4.1.a*
- Limits of Proposed disturbance *CZO§60.4.1.j*
- Forest Tree Line and clearing *CZO§60.4.1*
- Location and size of vehicular entrance to the site *CZO§60.4.1.d*
- Location, dimensions, height, for all proposed buildings *CZO§60.4.1.g*
- Setback of 100% of the height of tower from any residence, historic site, building or other structure not associated with tower site *CZO§513.91.b.(10)*
- Proposed Fences *CZO§60.4.1.(k)*
- Proposed Compound Landscaping/ Buffer *CZO§51.3.91.b.(11)*
- No signals, lights or illumination shall be permitted on the tower unless Required by the FCC, FAA or the County. *CZO§51.3.91.b.(5)*
- Proposed Easements (Required if fall radius is outside property lines) *CZO§51.3.91.b.(10)*
- Minimize the adverse visual impacts of communication towers through careful siting, design, screening, and camouflage. *CZO§51.3.90.(2).(c)*
- Approval of proposals for tower construction shall be subject to satisfactory completion of an aeronautical study. *CZO§51.3.90.(4).(a)-(c)*
- Applicants shall file a Notice of Proposed Construction or Alteration, FAA Form # 7460-1 with the FAA. Forward copies to LUGM, St. Mary's County Regional Airport, and the Naval Air Station (see the ordinance for addresses) *CZO§51.3.90.(5).(a)-(c)*

**Notes:**

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