



Application Date: \_\_\_\_\_

## APPLICATION FOR ANTENNA SYSTEM

### 1. CONTACT INFORMATION

Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_

Email: \_\_\_\_\_

(If Different Than Above)

Landowner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_

### 2. SUBJECT PROPERTY

Location of Facility: \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ or, \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - W5

Land Use District \_\_\_\_\_ Roll # \_\_\_\_\_

Qtr.      Sec.      Twp.      Rge.      Mer

The personal information is being collected under the authority of the Municipal Government Act M-26 and will be used for administering the affairs of the Town of Slave Lake and provision of services. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Town of Slave Lake FOIP Coordinator.

 Landowner's Name *(please print)*

Landowner's Signature

Date

 Applicant's Name *(please print)*

Applicant's Signature

Date

### 3. CONSENT TO ELECTRONIC NOTIFICATION:

- ☐ I consent to receive documents from the Planning Department by electronic means and have provided the following email address to be used by the Town for that purpose.

*Email address to be used:* \_\_\_\_\_

\_\_\_\_\_  
Landowner's Name *(please print)*

\_\_\_\_\_  
Landowner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Name *(please print)*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

### 4. RIGHT OF ENTRY

**RIGHT OF ENTRY BY AN AUTHORIZED PERSON OF THE TOWN OF SLAVE LAKE FOR THE PURPOSES OF SITE INSPECTIONS OF THE LAND AFFECTED BY A PROPOSED DEVELOPMENT PERMIT APPLICATION.**

I DO ☐

OR

I DO NOT ☐

**GIVE CONSENT FOR AN AUTHORIZED PERSON(S) OF THE TOWN OF SLAVE LAKE TO ENTER UPON THE LAND THAT IS SUBJECT TO A DEVELOPMENT PERMIT APPLICATION FOR THE PURPOSES OF MAKING A SITE INSPECTION IN ORDER TO:**

- **PRE-DEVELOPMENT INSPECTION(S)** EVALUATE THE SITE WITH THE PROPOSED DEVELOPMENT
- **LOT GRADING INSPECTION(S)** EVALUATE THE LOT GRADING ON SITE
- **FINAL DEVELOPMENT COMPLETION INSPECTION(S)** CONFIRM ALL CONDITIONS OF THE DEVELOPMENT PERMIT HAVE BEEN MET.

All inspections will be conducted during regular business hours i.e. Monday to Friday from 8:00 am to 4:30 pm. You are not required to be present during these inspections however you may be present if you so choose. The Planning Department will not be entering into any structures at any time and will not be conducting inspections for any other reason(s) than those specified above. **However, if this application is for an Apartment, a Secondary Suite, a Security Suite or a Bunkhouse the Planning Department will conduct an inspection of the interior of these developments.**

**Please be advised that if consent is given, the Planning Department will not provide further notice before conducting these inspections.**

**SUBJECT LAND:** \_\_\_\_\_  
(CIVIC ADDRESS)

\_\_\_\_\_  
Landowner's Name *(please print)*

\_\_\_\_\_  
Landowner's Signature

\_\_\_\_\_  
Date

REVISED June 25, 2024

## 5. SUBMISSION REQUIREMENTS FOR PRELIMINARY SITE INVESTIGATION MEETING

- ☐ A letter from the Proponent indicating the need for the proposal, the proposed site, rationale for site selection, coverage and capacity of existing Antenna Systems in the general area and a summary of opportunities for co-location potentials on existing or proposed Antenna Systems within 500 m of the subject proposal.
- ☐ Information regarding other potential alternative locations for the proposed Antenna System.
- ☐ Preliminary drawings or visual renderings of the proposed Antenna System.
- ☐ Evidence that the Antenna System equipment planned for the tower cannot be accommodated on an existing or approved tower or building.
- ☐ It should be noted that where co-location on an existing system or structure is not possible, the proposed Antenna System should be designed with co-location capacity.

Once the above items have been submitted to the Town, a meeting will be scheduled to discuss the details of the proposed Antenna System. The Town will advise if Public Consultation will be required and what the Town's requirements will be. After this meeting the Proponent may submit a package for Municipal Concurrence.

Please also read over the attached Antenna System Siting Protocol to ensure you fully understand the requirements of the Town with respect to your project.

## 6. SUBMISSION REQUIREMENTS FOR MUNICIPAL CONCURRENCE

- ☐ Detailed Design Plans or Drawings for the Proposed Antenna System including style, color, proposed buffering and screening as well as design considerations to ensure a Stealth Structure. The Plans or Drawings shall include the location of guy wires, supports cables, signs, lights, cabinets and equipment as well as co-location capacity. Design details around security for the facility shall be included.
- ☐ A Site Plan drawn to scale including setbacks from property boundaries and to other structures on the proposed site. The Site Plan should include the overall height of the structure and its exact location on the site as well as the location of transportation and utility corridors.
- ☐ A map showing the horizontal distance between the property boundary of the proposed site and the nearest property in residential use.
- ☐ The landowner of the subject site has signed this application form or a letter authorizing the use of his/her lands for the proposed Antenna System.

- ☐ Evidence that other potential users of the proposed tower have been contacted to ascertain their willingness to share the site.
- ☐ A letter that indicates that the operator of the proposed Tower has not precluded other operators from using the same building or tower as well as the company's willingness to share the proposed tower in the future.
- ☐ An attestation that the Antenna System will respect Health Canada's Safety Code 6 which sets safety radiofrequency emission levels for these devices.

## 7. PUBLIC CONSULTATION REQUIREMENTS

- ☐ If Public Consultation is required for your proposed Antenna System, a public meeting will be advertised and held at a location, date and time suitable to the Town and the Proponent.
- ☐ The Town will mail required referral letters to affected adjacent property owners advising of the location, date and time of the public meeting as well as a deadline date for receipt of public responses to the proposal.
- ☐ The Proponent is required to attend the public meeting with Town Staff and to speak to any questions or concerns brought forward by the Public.
- ☐ The Proponent is to prepare information packages for the meeting including: rationale, height, location, type, design and color of the proposed structure. The information package will include the attestation with respect to Health Canada's Safety Code 6.