



DEPARTMENT OF BUILDING INSPECTION

Minimum Permit Requirements for Communication Tower Construction

1. Building Permit application and fee
2. An approved Plan of Development
3. An approved Conditional Use Permit (CUP)
4. Zoning Department approval of compliance with each condition of the CUP

For example:

- a. Proof the tower will not interfere with any other existing communication system
 - b. Provide a bond, letter of credit or other appropriate surety covering demolition and site restoration costs
 - c. Proof of the County's right to locate on the tower
 - d. Provide engineering certification that the tower will accommodate a minimum of 3 co-locates
 - e. Provide engineering details that the site can accommodate a second tower
5. Two copies of the site plan
 6. Two copies of sealed construction drawings, and engineering calculations for the tower, the tower foundation and any accessory structures confirming compliance with TIA-222-G-2017
 7. A Statement of Special Inspections prepared by the registered design professional responsible for the tower and foundation design. The statement shall include:
 - a. A complete list of materials and work requiring special inspections (see VCC, section 1609.1.1)
 - b. A list of the inspections to be performed
 - c. A list of the individuals, approved agencies, and firms responsible for conducting the special inspections
 8. A release from the work required by the POD must be approved
 9. Upon completion of work and before a final inspection of the tower will be scheduled to allow use of the facility, a special inspections completion statement for the tower and foundation must be received and approved by the Building Official.
 10. All temporary poles, appliances & other equipment shall be removed from the site prior to final approval and closing of permit.

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