



CITY OF BAYTOWN

Telecommunications Special Use Checklist

Planning and Development Services
2401 Market Street
Baytown, TX 77520
Phone: 281-420-5394
Planning@baytown.org

Carefully review the following information before submitting a telecommunication special use permit application. It is the applicant's responsibility to defend their case before the Planning and Zoning Commission ("Commission") and the City Council. The Commission shall make a recommendation to the City Council to approve or disapprove the proposed special use permit based upon whether ALL of the criteria set forth below are met.

The following list of submittal requirements shall be used by the applicant as a checklist in preparing a complete special use application. The City shall also use the checklist to verify the completeness of the application at the time it is submitted. Applicants are responsible for submitting complete applications. Incomplete applications will be rejected and returned to the applicant.

Universal Development Application – complete with all required signatures

Application Fee – \$300.00

Agent Information – If you are an agent and not the property owner, you shall submit a notarized statement from the owner naming you as agent for this application or you must provide an executed contract for sale allowing you to apply for this special use permit. If the property is owned by any entity or corporation and not an individual, please submit Articles of Incorporation or other documentation verifying signatory authorization.

Applicant's Statement – The request shall: indicate the reason(s) for requiring a special use permit; indicate the section(s) of the Code of Ordinances that requires this special use permit; indicate the height of the proposed tower and any existing tower(s); and, indicate the type of the proposed tower and any existing tower(s). Finally, the statement shall illustrate how the following criteria are addressed (NOTE: a special use permit can only be granted when ALL of the criteria are met):

1. Granting this special use permit will be compatible with and not injurious to the use and enjoyment of other property, not significantly diminish or impair property values within the immediate vicinity in any material way;
2. Granting this special use permit will not impede the normal and orderly development and improvement of surrounding property;
3. Granting this special use permit will ensure that adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
4. Granting this special use permit will ensure that adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
5. Granting this special use permit will ensure that there are sufficient landscaping, screening, setbacks and other land use measures to ensure harmony and compatibility with adjacent property; and
6. That the proposed use is in accordance with the comprehensive plan and generally consistent with the purposes and intent of this Code.

By signing below I acknowledge that I have reviewed the general information and submittal requirements checklist and have included the required submittal items and reviewed them for completeness and accuracy.

Applicant Signature

Date

Applicant Printed Name