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## **APPLICATION REQUIREMENTS FOR NEW WIRELESS TELECOMMUNICATIONS FACILITY OR OTHER STRUCTURE AND CO-LOCATIONS WITH HEIGHT INCREASE**

This application is to be completed in full and submitted with all the required items. A Building Permit may also be required. Building Permit applications must be reviewed separately by the Codes Division. A separate fee may also be required for Building Permits.

**PROPOSED USE(S) OF TOWER/ANTENNA (I.E. new, co-locate increasing height of tower, etc.):**

\_\_\_\_\_

**APPLICANT NAME:** \_\_\_\_\_ **PHONE #:** \_\_\_\_\_

**ADDRESS OF APPLICANT:** \_\_\_\_\_

**TOWER OWNER NAME:** \_\_\_\_\_ **PHONE #:** \_\_\_\_\_

**ADDRESS OF TOWER OWNER:** \_\_\_\_\_

**ADDRESS/LOCATION OF DEVELOPMENT:** \_\_\_\_\_

\_\_\_\_\_

**TAX PARCEL NUMBER OF DEVELOPMENT:** \_\_\_\_\_

**Note: Review and approval of this site plan will require a minimum of 45 days. Failure to provide any of the information may delay approval of the site plan.**

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**NAME (Printed):** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

Further details and the complete code regarding communication towers can be found in the [Aiken County Code , Sec. 24-3.5](#)

**I hereby submit the following for review and approval: (check all which are applicable)**

- Completed application
- Seven Site Plans (see site plan requirements section)
- Functional Performance Standards
- Functional Performance Standards Compliance Guaranty
- Notice of Intent (NOI) Form
- Development Permit Review Fee (\$10,000.00)
- The application must provide documentation to verify it has the right to proceed as proposed on the site. This requires an executed copy of the lease with the owner or a signed letter of agency acknowledging authorization for the applicant to erect a tower or co-locate on the site. If the applicant owns the site, a copy of the ownership documents is required.
- Include the following **signed** statements:
  - "The proposed wireless telecommunications facility shall be maintained in a safe manner and in compliance with all conditions of all applicable permits and authorizations, without exception, as well as all applicable and permissible local codes, ordinances, and regulations, including any and all applicable County, State and Federal Laws, rules, and regulations."
  - "The construction of the wireless telecommunications facility is legally permissible, including but not limited to the fact that the applicant is authorized to do business in the State."
  - A statement certifying that the proposed telecommunication facility will be operated in compliance with the FCC's current RF emission standards.
- A narrative description and explanation of the specific objectives for the new facility, expressly including and explaining the purpose and need for the facility, such as coverage and/or capacity needs or requirements, and the specific geographic area of intended coverage.
- Technical documentation demonstrating the need for the wireless telecommunications facility. Such documentation shall include a propagation study of the proposed site and all adjoining planned, proposed, or existing sites that illustrate any significant gaps in coverage. If a capacity issue is involved also include an analysis of the current and projected usage.
- A copy of the FCC license applicable for the intended use of the facility.
- The size of the property on which the structure to be attached is located, stated both in square feet and acres, and a survey showing the location and dimensions of all lot lines, fall zone, and the location, size and height of all existing structures located within 110% of the fall zone on the property and on those portions of adjacent properties which are located within the fall zone.
- The number, type and design of the telecommunications tower(s) and antenna(s) proposed and the basis for the calculation of the wireless telecommunications facility's capacity to accommodate multiple users.

- Disclose in writing any agreement that would limit or preclude the ability of the applicant to share any new wireless telecommunication facility that it constructs.
- Provide a written copy of an analysis completed by a qualified individual or organization to determine if the proposed new wireless telecommunications facility is in compliance with Federal Aviation Administration Regulation Part 77 and if it requires lighting.
- Submit a written report demonstrating its meaningful efforts to secure shared use of existing wireless communications facilities or the use of other structures within the County at or above the surrounding tree height or the tallest obstruction within one (1) mile. Copies of such requests and responses shall be provided to the County, along with any letters of rejection.
- Provide certification from a civil or structural engineer licensed that the telecommunications facility is designed and will be constructed to meet all County, State, and Federal structural requirements for loads, including wind and ice loads and including but not limited to all applicable ANSI (American National Standards Institute) guidelines.
- Furnish a Visual Impact Assessment, which shall include digital pictorial representations of “before and after” (digital photo simulations) views from key viewpoints as may be appropriate and required, including but not limited to state highways and other major roads; state and local parks; other public lands; historic districts; preserves and historic sites normally open to the public; and from any other location where the site is visible to a large number of visitors, travelers or residents. The applicant shall provide a map showing the locations of where the digital pictures were taken and the distance from the proposed structure.
- The owner of any wireless telecommunications facility approved pursuant to this Chapter shall negotiate in good faith for the shared use of the proposed wireless telecommunications facility by other wireless service providers and/or local government in the future, and shall:

**Initial the following:**

\_\_\_\_\_ Respond within 60 days to a request for information from a potential shared-use applicant.

\_\_\_\_\_ Negotiate in good faith concerning future requests for shared use of such wireless communications facility by other telecommunications providers.

\_\_\_\_\_ Allow shared use of the wireless communications facility if another telecommunications provider agrees in writing to commercially reasonable terms.

\_\_\_\_\_ Allow Aiken County to share the wireless telecommunications facility for emergency services and government use at no cost.

- Submit a comprehensive report inventorying all existing wireless telecommunications facilities and other suitable structures within one (1) mile of the proposed location.
- There shall be no development or construction of habitable (residential) buildings within the fall zone or setback area. The applicant shall provide proof that the owner of property on which tower is proposed to be erected has been notified of this limiting provision regarding habitable (residential) buildings. Proof of notification shall be in the form of a properly-executed agreement between the applicant and the owner of the property.

- The applicant and the owner of record of any wireless telecommunications facility shall, at its cost and expense, be required to execute and file with the County a bond or other form of security acceptable to the County as to type of security and the form and manner of execution, in an amount of at least \$75,000.00 for a wireless telecommunications facility.
  
- A holder of a permit for wireless telecommunications facilities shall secure and at all times maintain public liability insurance for bodily injures, death and property damage, umbrella insurance coverage, automobile insurance coverage, and workers compensation insurance for the duration of the permit in amount as set forth below:
  - Commercial general liability covering bodily injures, death and property damage: One million dollars (\$1,000,000) per occurrence/two million dollars (\$2,000,000) aggregate.
  - Automobile Coverage: One million dollars (\$1,000,000) per occurrence/two million dollars (\$2,000,000) aggregate.
  - Three million dollars (\$3,000,000) umbrella coverage.
  - Workers compensation in statutory amounts.
  - The insurance policies shall contain an endorsement obligating the insurance company to furnish the county with at least thirty (30) days prior written notice in advance of the cancellation of the insurance.
  - Before construction of a permitted wireless telecommunications facility is initiated, but in no case later than fifteen (15) days after the issuance of the permit, the holder of the permit shall deliver to the county a copy of each of the policies or certificates representing the insurance in the required amount.
  - A certificate of insurance that states that it is informational purposes only and does not confer rights upon the county shall be deemed to not comply with this Section.

**FOR INCREASING HEIGHT ONLY**

- If attaching to an existing wireless telecommunications facility identifying all users and attachments to the wireless telecommunications facility and all related fixtures, structures, appurtenances and apparatus, including height above pre- existing grade, materials, color and lighting.
  
- If attaching to an existing tower, the age, make, model, type (guyed, self-supporting lattice or monopole) and manufacturer of the tower and the structural design characteristics, certified by a Professional Civil or Structural Engineer licensed in the State of South Carolina, certifying the tower's capability to safely accommodate the applicant's antennas without change or modification.
  
- If any material modification of the tower or other structure is needed, a detailed narrative explaining what changes are needed, why they are needed, and who will be responsible for such changes.
  
- Provide signed documentation of the tower condition in the form of an ANSI Report as per Annex E, ANSI/TIA/EIA-222F or the most recent version.

## SITE PLAN REQUIREMENTS

- Name and location of development with vicinity map showing major roadways.
- Name, address and telephone number of developer and surveyor, engineer or person preparing site plan.
- Tax parcel number, date, scale and zoning of the property.
- Shape and dimensions of lot and location of existing or proposed driveway(s).
- Proposed location, dimensions, setbacks and intended use of buildings/structures, height and square footage of all buildings/structures; number of floors of each building; and principle type of construction of buildings/structures (metal, concrete block, etc.).
- Current land uses of property on all sides of development.
- Delineate requirements for landscaping and bufferyards; indicate the required bufferyards, plan unit multiplier, total number of required plants, specific plant type and minimum planting size (Planning staff will provide assistance in this determination when requested).
- Proposed location of any fence.
- Proposed location of exterior light devices and/or sources with area(s) to be illuminated.
- The following notes must appear on all site plans:
  - "All bufferyard areas not devoted to plants shall be seeded with lawn grass or suitable ground cover."
  - "Owner shall be responsible for the perpetual care, maintenance and replacement of all required plant materials."
- The azimuth, size and center line height location of all proposed and existing antennas on the supporting structure.
- The type, location, and dimensions of all proposed and existing landscaping and fencing.
- The wireless communications facility shall be structurally designed to accommodate at least three (3) additional antenna arrays equal to those of the applicant.
- Demonstrate and provide in writing and/or by drawing how it shall effectively screen from view the base and all related equipment and structures of the proposed wireless facility.
- An access road shall be provided to assure adequate emergency and service access.
- All wireless telecommunications facilities shall be setback from abutting parcels, existing structures including habitable (residential) buildings, and right-of-way of roads and streets by the greater of the following distances: the fall zone plus 10%, or the existing setback requirement of the zoning district, whichever is greater.