

### New Towers

The following are approvals and submittal requirements for *new towers*:

- Land Use Compliance Certificate
- Site Plan approval
- Certificate of Concurrency
- Environmental Permit
- Building Permit Submittal requirements
- a)  Please refer to our “[getting started](#)” guide for “Electronic submittal and review” information. Permit applications are submitted through [Online Permitting](#). Drawings and associated documentation will be submitted electronically using [City Projects](#).
- b)  [Owners affidavit](#) designating contractor as agent for owner.
- c)  \*Digitally sealed tower plans with wind loads indicated per TIA 222 & ASCE 7-10, Section 1609.1.1, Florida Building Code 5<sup>th</sup> Edition (2014).
- d)  \*Digitally sealed tower plans designed per Section 3108, Florida Building Code 5<sup>th</sup> Edition (2014).
- e)  \*Digitally sealed electrical plans for tower and control equipment.
- f)  \*Digitally sealed plans or copy of approved DBPR modular plans for control building(s) if proposed.
- g)  \*Digitally sealed soils report.
- h)  Power Engineering sign-off is required for new or upgraded electrical service equipment.

\*Please refer to our “[Certificate Authority](#)” page for information on digitally signed and sealed documents.

### Co-locate On or Upgrades to Existing Tower(s) or Building

The following are approval and submittal requirements for all *co-locates and or upgrades of antenna*:

- a)  Please refer to our “[getting started](#)” guide for “Electronic submittal and review” information. Permit applications are submitted through [Online Permitting](#). Drawings and associated documentation will be submitted electronically using [City Projects](#).
- b)  [Owners affidavit](#) designating the contractor as agent for property owner, *or*, the [Tower Permit Lessee Authorization Form](#) if the tower lessee is authorizing the contractor to perform work on the tower.
- c)  \*Digitally sealed plans detailing all equipment and all new connections to existing tower or other structures.
- d)  \*Digitally sealed, Structural Analysis to indicate wind load per TIA 222 & ASCE 7-10, Section 1609.1.1, Florida Building Code 5<sup>th</sup> Edition (2014). Indicate tower does not supply essential services.
- e)  \*Digitally sealed tower plans designed per Section 3108, Florida Building Code 5<sup>th</sup> Edition (2014).
- f)  \*Digitally sealed electrical plans for tower and control equipment.
- g)  \*Digitally sealed plans or copy of approved DBPR modular plans for control building(s) if proposed.
- h)  \*Digitally sealed structural analysis from a Florida Engineer certifying that the existing tower is capable of supporting new dead loads, and new live loads per wind design requirements of the Florida Building Code 5<sup>th</sup> Edition (2014).
- i)  If the tower and or antenna arrays are to be mounted on an existing roof or structure, provide a \*digitally sealed structural analysis/letter from structural engineer certifying the capacity of roof and building to accommodate new dead/live loads including imposed wind load forces per TIA 222 & ASCE 7-10, Section 1609.1.1, Florida Building Code 5<sup>th</sup> Edition (2014).
- j)  Power Engineering sign-off is required for new or upgraded electrical service equipment.

\*Please refer to our “[Certificate Authority](#)” page for information on digitally signed and sealed documents.