



**AMATEUR (HAM) RADIO FACILITY**

<p>You <i>must</i> include the following with this application:</p> <ol style="list-style-type: none"> <li>1. A completed application form, with appropriate original signatures. To ensure timely processing of your application, all materials must be submitted on single-sided, 8.5" x 11" paper. Do not use binders, tabs/dividers, staples or tape.</li> <li>2. A plot plan, drawn to scale, showing all property lines and existing and proposed structures, septic system, parking, etc.</li> <li>3. Information specific to DCC 18.116.290. See below.</li> <li>4. The correct application fee.</li> </ol>	<p><b>For Office Use Only:</b> <span style="float: right;"><i>Date Stamp</i></span></p> <p><b>APPROVED BY:</b></p> <hr/> <p><i>Print Planner Name</i></p> <hr/> <p><i>Planner Signature</i></p> <p style="text-align: right;"><b>Fee Paid:</b> _____</p>
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Applicant's Name (print): \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Applicant's Email Address: \_\_\_\_\_

Property Owner's Name (if different)\*: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Owner's Email Address: \_\_\_\_\_

Communications Facility Address: \_\_\_\_\_

Property Description: Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ Tax Lot \_\_\_\_\_

Property Zone(s): \_\_\_\_\_ Lot of Record? (state reason): \_\_\_\_\_

Pursuant to Deschutes County Code 18.116.290, the applicant proposes to establish an amateur radio facility. The applicant shall submit information necessary to demonstrate compliance with the standards detailed below. The applicant agrees to comply with these standards.

18.116.290. Amateur Radio Facilities

A. Amateur radio facilities shall meet the following criteria:

1. Antenna support structures, including guy wires and anchors shall be located outside of the required front, rear and side yard setbacks;
2. Metal structures shall have a galvanized finish, or flat or matte silver, or flat or matte gray in color;
3. Amateur radio facilities shall not include attached signage, symbols, or decorations, lighted or otherwise, other than required unlighted signage for safety or regulatory purposes;
4. The property owner shall obtain a valid building permit if required from the Deschutes

County Community Development Department, Building Safety Division;

5. Compliance with Federal Regulations

- a. The property owner shall demonstrate compliance with applicable Federal Communications Commission (FCC), Federal Aviation Administration (FAA), and Oregon Department of Aviation (ODA) restrictions.
- b. Compliance may be demonstrated by submitting copies of the FCC's, FAA's, and ODA's written determination to the Deschutes County Community Development Department, Building Safety Division at time of application for a building permit; and

6. FCC License

- a. The property owner shall provide documentation of a current, valid FCC Amateur Radio License for the operation of amateur ("Ham") radio services in the name of property owner.
- b. Compliance may be demonstrated by submitting a copy of the property owner's Amateur Radio License to the Deschutes County Community Development Department, Building Safety Division at time of application for a building permit.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner's Signature (if different)\*: \_\_\_\_\_ Date: \_\_\_\_\_

Agent's Name (if applicable): \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Agent's Email Address: \_\_\_\_\_

**\*If this application is not signed by the property owner, a letter authorizing signature by the applicant must be attached.**