

Telecommunication Tower Application for Letter of Concurrence



Yellowhead County
2716 1st Avenue | Edson, Alberta | T7E 1N9
780-723-4800 or 1-800-665-6030
www.yhcounty.ca

Complete Application Checklist

Application Form & Fee	Advertisements used for Public Notice
Site Plan	All feedback of Public Consultation
Elevation Drawings	Site Selection/Justification Report
Site Photographs	Any requested plans, agreements or information

Application Information

- Telecommunication tower/antenna systems are regulated exclusively by Federal Legislation under the *Federal Radiocommunication Act* and administered by Innovation, Science and Economic Development Canada (ISED Canada). The role of Yellowhead County is as a stakeholder in the engagement process.
- As a stakeholder, Yellowhead County will encourage the location and siting of telecommunication towers in a manner which minimizes visual impact and respects natural and cultural heritage features and sensitive land uses to the greatest possible extent.
- The principles, roles and guidelines which achieve these goals are detailed in Yellowhead County Policy No. 6100.04. As per this policy, a Letter of Concurrence is required for the location of all proposed communication towers with a height of **15m (49 ft 2 1/2 in)** or higher.
- Prior to submitting a request for a Letter of Compliance the applicant shall contact the Chief Administrative Officer or his designate and arrange for a preliminary consultation.

Public Consultation Requirements

- The County requires the Applicant to conduct a public consultation meeting for all communication towers greater than 15 meters in height for area residents. All residents within two (2) km of the proposed tower must be notified.
- A public consultation meeting will not be required for proposed tower sites in the green zone that are at least two (2) km away from the nearest titled property.
- At the public consultation meeting, the Applicant will be requested to take an attendance log and record issues and concerns expressed by the public, and provide responses as to how issues will be addressed. These issues, as well as letters of support and non-support must be provided to both the County and ISED Canada.
- The Applicant is responsible for the costs of the public consultation process including mail outs, newspaper advertisements, property signs and public meetings where required.

Application Fees

Telecommunication Tower	\$300.00
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Letter of Concurrence Application



Application №

Date Received:

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Applicant Information

Full Name(s)

Mailing Address

Email Address

Phone №

Postal Code

Other Phone №

Proposed Tower Location

Rural Address

Long Legal

Short Legal

Plan

Block

Lot

Description of Proposed Tower

Registered Owner(s) Authorization

Approximate Cost

If the Applicant is not a Registered Owner, the Applicant affirms that:

I have permission from the registered owner(s) to apply for a Development Permit

Owner Name(s)

Phone №

Mailing Address

Postal Code

Email:

By submitting an application for development, I am allowing right of entry for inspection purposes. I certify the information provided on this application is accurate and complete.

Signature of the Applicant

Signature of all Registered Owners

The personal information on this form is being collected under the authority of the Protection of Privacy Act (POPA) s.4(c) and is being used to process the application. Questions about the collection or use of this information can be directed to the Planning Department at planninginfo@yhcounty.ca or 780-723-4800