



Wireless Communication Facilities Temporary Siting Application

Planning/Permit Application Center
 City Hall / 555 Liberty St. SE / Room 320 / Salem, OR 97301-3513
 503-588-6173 * planning@cityofsalem.net

(For office use only)
 Permit #:

If you need the following translated in Spanish, please call 503-588-6256.
 Si usted necesita lo siguiente traducido en español, por favor llame 503-588-6256.

Work site location and information

Street address or location of subject property (where the use will be conducted)	
Business name	
Proposed use	

People information

	Name	Full Mailing Address	Phone Number and Email address
Applicant			

Project information

Type of temporary siting permit (check one)	
Installation date	Initial permit (up to 90 days) New permit for same facility (at least 6 months after expiration of initial permit)
Removal date	
Start date for operation of temporary facility	
End date for operation of temporary facility	

Notices

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Electronic signature certification: By attaching an electronic signature (whether typed, graphical or free form) I certify herein that I have read, understood and confirm all the statements listed above and throughout the application form.

Authorized Signature: _____

Print Name: _____ **Date:** _____

Purpose

Requirements pertaining to Wireless Communication Facilities Temporary Siting Permits are contained in SRC Chapter 703.005(x) and 703.100(a). An application for a Wireless Communication Facilities Temporary Siting Permit is processed using the Type I Application Procedures under SRC Chapter 300.

Submittal requirements

In addition to the application form, please provide:

- 1) If the property owner is not the applicant, documentation from the property owner authorizing the applicant to sign the application.
- 2) A recorded deed/land sales contract with legal description.
- 3) A site plan, drawn to scale, which includes the following:
 - a) The total site area, dimensions, and orientation relative to north of the subject property;
 - b) Existing buildings, structures, parking areas, sidewalks, and landscaped areas on the subject property;
 - c) The location and dimensions of the proposed temporary facility;
 - d) The temporary facility's distance to property lines and its distance to existing buildings, structures, parking areas, and landscaped areas.
- 4) Elevations, drawn to scale, showing the dimensions and height of the temporary facility.
- 5) A statement explaining why the temporary facility is needed at this location (in terms of coverage and/or capacity) and whether a permanent facility is or will be proposed at or near this location

Rules

- 1) The temporary facility shall be in use for not more than 90 days
- 2) The temporary facility shall not be deployed in a permanent manner
- 3) The temporary facility may not have a permanent foundation
- 4) If the temporary facility is being used in order to facilitate continuity of services during maintenance or repair of existing facilities or prior to completion of construction of a new facility, the temporary facility shall be removed within 30 days after the permanent facility is completed
- 5) A permit for a temporary facility may not be renewed or extended
- 6) No new permit may be issued for the same facility within the succeeding six months after the expiration of the initial permit
- 7) The temporary facility may be parked in a paved parking area but must not reduce the number of available parking spaces below the minimum requirement for the use(s) on the subject property
- 8) The temporary facility must not obstruct vehicular or pedestrian traffic
- 9) The temporary facility may not be parked on any public street right-of-way
- 10) The temporary facility is subject to the SRC Chapter 703 height limits applicable to a permanent facility at the proposed location
- 11) The temporary facility is subject to the SRC Chapter 703 setbacks applicable to a permanent facility at the proposed location
- 12) A temporary facility is prohibited where SRC Chapter 703 and the underlying zoning prohibit a permanent wireless communication facility