

## Planning & Development Dept. - Permit Application Center

P.O. Box 11706, or 155 Johnston Street

Rock Hill, South Carolina 29731-1706

Phone: 803-329-5590

FAX: 803-329-7228 -- website: [www.cityofrockhill.com](http://www.cityofrockhill.com)



## ANTENNA AND/OR CO-LOCATION ON EXISTING TOWER

Application Fee: \$50

Use this application for: **Co-location of an antenna on an existing tower**  
**Placement of an antenna on an existing building or structure**

Please complete the following information. Regulations for antennas and co-location of antennas on existing towers can be found in the [Rock Hill Zoning Ordinance Section 4-300\(B\)\(9\)](#). Plan review typically takes 10 business days. The applicant will be notified when the review is complete.

Site Address: \_\_\_\_\_ Tax Map #: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

\*Requires ZBA Approval:  YES  NO      \*Requires Conditional Use Permit:  YES  NO

\*To find out if ZBA approval or a Conditional Use Permit is required, check Section 4-100(B) Table of Allowed Uses in the [Zoning Ordinance](#). If yes, complete the [Zoning Appeals Application](#) or the [Conditional Use Permit application](#).

Application Fee: \$50

Building Permit Fee: Based on contract value of work. Due after antenna/ co-location approval at the time the permit is picked-up.

### Checklist

Plans can be submitted for review digitally online. Please contact us to set up a password for the website. If you wish to submit paper plans, 2 sets of plans no smaller than 11 x 17 will be needed. If ZBA approval is required, additional sets of plans may be requested.

- Construction plans showing the information in the checklists below
- [Electrical Load Data Form](#)
- [Zoning Appeals Application](#) or [Conditional Use Permit Application](#) (if required)
- [Building permit application](#)
- Application fee

### Checklist for co-location of an antenna(s) on an existing tower:

1. Provide documentation that the tower or structure can accept the additional loading created by the co-location.
2. Does this co-location require any modification to the tower or structure? If so, must be of the same type as the existing tower, unless a monopole is determined more appropriate at the specific location.
3. Height: Must comply with Table 4-300(B)(2) of the [Zoning Ordinance](#). There are also height limitations if the site is located in an Airport Overlay District. See Section 3-500(B)(4) of the [Zoning Ordinance](#), [Airport Land Use Protection Zones Map](#), and [Airport Field Height and Hazard Protection Zones Map](#) for more information.
4. All ground-based equipment must comply with landscaping and security fencing requirements in Section 4-300(B)(9)(a)(4), *Standards for Freestanding Wireless Communications Towers*, of the [Zoning Ordinance](#).
5. Provide an electrical plan and data. Complete and sign [Electrical Load Data form](#) for separately metered services.
6. If adding new equipment buildings, transformers or generators provide the following:

- a. Provide foundation details for any equipment sheds, transformers or generators. Show tie-down or anchoring details.
- b. Provide a floor plan of any equipment sheds. Prefabricated or modular building plans are required to be approved by the South Carolina Building Codes Council. Visit [www.llr.state.sc.us](http://www.llr.state.sc.us) for more information.
- c. Provide bonding details for site and buildings.
- d. Show transformer and/or meter location.

**Checklist for placement of an antenna(s) on an existing building or structure:**

NOTE: Antenna(s) may be attached to any business use or multiple family building in accordance with the following standards:

1. Height: The antenna may not be extended more than thirty (30) feet above the highest point of the building or structure. There are also height limitations if the site is located in an Airport Overlay District. See Section 3-500(B)(4) of the [Zoning Ordinance](#), [Airport Land Use Protection Zones Map](#), and [Airport Field Height and Hazard Protection Zones Map](#) for more information.
2. No antenna may be within ten (10) feet of a property line abutting a street, or within five (5) feet of another property line.
3. No dish antenna with a total surface area of ten (10) square feet or greater may be located on the roof of a structure located in a residential district.
4. Appearance: The antenna and supporting electrical and mechanical equipment shall be of a neutral color that is identical to, or compatible with, the color of the structure on which it is located to make the antenna and related equipment as visually unobtrusive as possible.
5. Roof mounted antennas and equipment must comply with Section 6-800 of the [Zoning Ordinance](#) - for roof penetration standards.
6. Ground based equipment must comply with the landscaping and security fencing requirements in Section 4-300(B)(9)(a)(4), *Standards for Freestanding Wireless Communications Towers*, of the [Zoning Ordinance](#).
7. Provide an electrical plan and data. Complete and sign [Electrical Load Data form](#) for separately metered services.
8. If adding new equipment buildings, transformers or generators provide the following:
  - a. Provide foundation details for any equipment sheds, transformers or generators. Show tie-down or anchoring details.
  - b. Provide a floor plan of any equipment sheds. Prefabricated or modular building plans are required to be approved by the South Carolina Building Codes Council. Visit [www.llr.state.sc.us](http://www.llr.state.sc.us) for more information.
  - c. Provide bonding details for site and buildings.
  - d. Show transformer and/or meter location.