



SMALL WIRELESS FACILITY DESIGN PLAN REQUIREMENT CHECKLIST

PLANNING & DEVELOPMENT
RIGHT OF WAY MANAGEMENT
1400 NORTH BOULEVARD, 3RD FLOOR
TAMPA, FL 33607

1. Wireless provider company name, address, email address and phone - per Sec. 22-327.1(a)(1).
2. Description of facilities/equipment, dimensions, and proposed locations of all facilities/equipment covered by the requested permit – per Sec. 22-327.1(a)(2).
3. Specific location of facilities/equipment – per Sec. 22-327.1(a)(3).
4. GPS Coordinates – at least 6 decimal point precision – per Sec. 22-327.1(a)(9).
5. Proposed Construction Methods – per Sec. 22-327.1(a)(4).
6. Height of proposed pole (not exceeding pole height within 500’ within same ROW – per Sec. 22-327.2(f)(1)(b)). If the proposed pole height exceeds the maximum allowed pole height, a Pole Height waiver request per Sec 22-329(b) shall be submitted at the time of ROW permit application.
7. Fire Hydrant Separation Compliance (30’ min) – per Sec. 22-328(b)(6). If the proposed pole is located within 30’ of a fire hydrant, a Fire Hydrant Separation waiver request per Sec 22-329(b) shall be submitted at the time of ROW permit application.
8. Driveway Separation Compliance (10’ min perpendicular with road along curb line from edge of apron at curb line) - per Sec. 22-328(b)(6). If the proposed pole is located within 10’ of a driveway, a Driveway Separation waiver request per Sec 22-329(b) shall be submitted at the time of ROW permit application.
9. Pole Specs/Color/Material consistent with Pole Survey – per Sec. 22-328(b)(7). If the proposed pole specifications, color or material is not consistent with existing poles identified in the pole survey, a Pole Material waiver request per Sec 22-329(b) shall be submitted at the time of ROW permit application.
10. Hand holes/pull box w/ 12” concrete ring – per Sec. 22-328(b)(3).
11. If hand hole/pull box is in sidewalk, they are prohibited within pedestrian ramps – per Sec. 22-328(b)(3).
12. Facility located within ROW between ROW line and edge of pavement/face of curb – per Sec 22-328(b)(2).
13. Does not interfere with traffic control equipment, sight lines, or compliance with American Disabilities Act (ADA, 4’ min. per PROWAG) – per Sec. 22-327.2(f)(2). For Stopping Sight Distance where pole/facility interferes with or visually blocks traffic control signage, use Table 3-3 (attached).
14. Clear Zone Compliance (see Table 3-15 attached) - per Sec. 22-328(b)(2). If the proposed pole/facility does not comply with the minimum required clear zone, a Clear Zone waiver request per Sec 22-329(b) shall be submitted at the time of ROW permit application.
15. No exposed wires, cables, conduits, etc. attached to poles. If not internal to pole, these must be concealed with use of shrouds similar to pole color and texture- per Sec 22-328(c).
16. Interior Lot Line Alignment (if parking not allowed in adjacent yard) – per Sec. 22-328(d)(1). If the proposed pole is not located on an interior lot line where parking is not permitted in the adjacent yard area, an Interior Lot Line waiver request per Sec 22-329(b) shall be submitted at the time of ROW permit application.
17. Show all existing and proposed utilities adjacent to pole/facility location and routes of all overhead transmission/distribution lines to be installed/removed – per Sec. 22-237.1(a)(10).



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18. Special Zoning District – per Sec. 22-328(d)(3)a. If a new pole is proposed in a Central Business District (Downtown), a Special Zoning District waiver request per Sec 22-329(b) shall be submitted at the time of ROW permit application.
19. If located in a local historic district or local landmark (see attached Local Historic Districts and Historic Landmarks Map), outside of Ybor City Historic District, any waiver request of Design Standards per Sec 22-328, requires a certificate of appropriateness from the Architectural Review Commission per Sec 22-329(a).
20. No new poles allowed in the following districts/corridors (see attached Gateway Corridor-Channel District-Ybor Historic District Boundaries map):
 - a. CBD or CD zoning districts – per Sec. 22-328(d)(3).
 - b. Scenic Corridor - Bayshore Blvd (south of Platt St and north of Gandy Blvd) – per Sec. 22-328(d)(4).
 - c. Gateway Corridor - Kennedy Blvd (east of Memorial Hwy and west of Nebraska Ave) – per Sec. 22-328(d)(4).
21. If located in Ybor City (see attached Gateway Corridor-Channel District- Ybor Historic District Boundaries map):
 - a. Pole Specs/Color/Material – per Sec. 22-328(d)(2)(a)(1 – 5).
 - b. Non-compliant pole design requires a waiver request of Design Standards per Sec 22-328 to be submitted at the time of ROW permit application and also requires a Certificate of Appropriateness through the Barrio Latino Commission - per Sec. 22-328(d)(2).