



**PLANNING & ZONING COMMISSION**  
**ELIGIBLE FACILITIES REQUEST**  
*SECTION 6409(a)*  
**GUIDELINES**

**QUESTIONS FOR APPLICANT**  
**(TO BE FILLED OUT BY CITY STAFF)**

Present Property Zoning: \_\_\_\_\_

Site Plan Attached?  YES  NO

Is there an existing building?  YES  NO

Does the wireless tower have a current conditional use permit?  YES  NO

**GUIDELINES**

The following document must be submitted to the Department of Development Services in order for the department to process your request for a Permit.

1. A copy of the property's Lease Agreement and Warranty Deed with Owner consent.
2. If you are acting as an agent/representative for the property, you must bring a letter signed and notarized by the owner stating his consent for the request being applied for.
3. A completely filled out application and addendum to the City of Pharr Wireless Facility Sitting Permit Application Form.
4. A processing fee of \$1,000.00 is due upon submission of your application.
5. A site plan of your property. The site plan shall contain the following items:
  - A. The location of all structures on the subject property and on adjoining property;
  - B. Landscaping and/or fencing of yards and setback areas and proposed changes.
  - C. Design of ingress and egress;
  - D. Off-street parking and loading facilities;
  - E. Height of all structures;
  - F. Proposed uses; and
  - G. The location and type of all signs, including lighting and heights.

\*Note: Site plan may be preliminary; however, during building permit process a final site plan showing all city requirements and/or conditions must be submitted along with all other required plans for review and approval.\*

**EXAMPLE SITE PLAN**

