



APPLICATION MATERIALS REQUIRED FOR A CO-LOCATION ON EXISTING WIRELESS COMMUNICATION TOWERS

Submit the following to the City of Sherwood Planning Department, 22560 SW Pine St., Sherwood, OR 97140: (503) 625-5522.

Note: This application is for co-locating antennas on existing wireless communication towers only. Co-locating on buildings requires a building permit. Please contact the Planning Department in regards to locating a new wireless communication tower in Sherwood.

- Fee** - See City of Sherwood current Fee Schedule, which includes the “Publication/Distribution of Notice” fee, at www.ci.sherwood.or.us. Click on City Government/Departments/Finance.
- Application Form** – One original and three (3) copies of a completed **City of Sherwood Application for Land Use Action** form. All owners must sign the application form.
- Plot Plan** – Four (4) copies of a plot plan drawn to scale with a north arrow, date and source. The plot plan must include the location of the existing tower and equipment boxes and structures, including approximate locations of surrounding buildings, fencing, screening, access points and property line locations.
- Elevation** – Four (4) copies of the elevation drawings showing the location of the existing antennas and the proposed co-location.
- A Narrative** – Four (4) copies of a narrative describing the proposal.
- Radio Frequency** – Provide four (4) copies of documentation that indicate the radio frequency the tower will be broadcasting at.