New Towers

The following are approvals and submittal requirements for new towers:

- Land Use Compliance Certificate
- Site Plan approval
- Certificate of Concurrency
- Environmental Permit
- Building Permit Submittal requirements
  a) Please refer to our “getting started” guide for “Electronic submittal and review” information. Permit applications are submitted through Online Permitting. Drawings and associated documentation will be submitted electronically using City Projects.
  b) Owners affidavit designating contractor as agent for owner.
  e) Digitally sealed electrical plans for tower and control equipment.
  f) Digitally sealed plans or copy of approved DBPR modular plans for control building(s) if proposed.
  g) Digitally sealed soils report.
  h) Power Engineering sign-off is required for new or upgraded electrical service equipment.

*Please refer to our “Certificate Authority” page for information on digitally signed and sealed documents.

Co-locate On or Upgrades to Existing Tower(s) or Building

The following are approval and submittal requirements for all co-locates and or upgrades of antenna:

a) Please refer to our “getting started” guide for “Electronic submittal and review” information. Permit applications are submitted through Online Permitting. Drawings and associated documentation will be submitted electronically using City Projects.

b) Owners affidavit designating the contractor as agent for property owner, or, the Tower Permit Lessee Authorization Form if the tower lessee is authorizing the contractor to perform work on the tower.

c) Digitally sealed plans detailing all equipment and all new connections to existing tower or other structures.

d) Digitally sealed, Structural Analysis to indicate wind load per TIA 222 & ASCE 7-10, Section 1609.1.1, Florida Building Code 5th Edition (2014). Indicate tower does not supply essential services.


f) Digitally sealed electrical plans for tower and control equipment.

g) Digitally sealed plans or copy of approved DBPR modular plans for control building(s) if proposed.

h) Digitally sealed structural analysis from a Florida Engineer certifying that the existing tower is capable of supporting new dead loads, and new live loads per wind design requirements of the Florida Building Code 5th Edition (2014).

i) If the tower and or antenna arrays are to be mounted on an existing roof or structure, provide a digitally sealed structural analysis/letter from structural engineer certifying the capacity of roof and building to accommodate new dead/live loads including imposed wind load forces per TIA 222 & ASCE 7-10, Section 1609.1.1, Florida Building Code 5th Edition (2014).

j) Power Engineering sign-off is required for new or upgraded electrical service equipment.

*Please refer to our “Certificate Authority” page for information on digitally signed and sealed documents.