

Mackenzie County

Title:	Antenna System Siting Policy	Policy No:	DEV006
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Legislation Reference:	Approval legislation: Radio-communication Act, R.S.C., 1985, c. R-2 Consultation and Facility sharing reference: Industry Canada Client Procedures Circular CPC-2-0-03 Local jurisdiction: Municipal Government Act, R.S.A. 2000, Part 17
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Purpose:

Establish a policy for the installation, placement and consultation requirements of antenna systems (telecommunication towers) within Mackenzie County.

Policy Statement:

Industry Canada is the approving authority for the development and operation of radio communication in Canada, including telecommunication antenna structures, pursuant to the Radio Communication Act. Industry Canada is tasked with, among other things, administering the orderly development and operation of telecommunication antenna structures.

The County cannot prevent a proponent from ultimately gaining permission from Industry Canada to install a telecommunications antenna structure on any lands; privately held, County owned or otherwise.

Industry Canada requires that the local land use authority be consulted for input regarding the proposed placement of telecommunication antenna structures. This policy provides applicants with clear guidelines regarding the acceptable locations and consultation requirements of telecommunications antenna structures.

Guidelines:

1. Development Permits are required for all telecommunications antenna structures;
2. Applicants shall attend a pre-application meeting with the County's Planning and Development department to understand the process and all requirements, prior to the County accepting a Development Permit application.

- a. Millimeter wave network deployment shall require community level engagement and a pre-application meeting with council.
3. When possible, providers will submit the following information:
 - a. estimated coverage of the new tower by township;
 - b. spectrum being deployed on the tower including licensed, unlicensed, and lightly licensed.
 4. Development Permit application review process:
 - a. Pre-application meeting with the County's Planning and Development Department.
 - b. Application submitted and reviewed for completeness.
 - c. After the application is officially accepted for processing, it will be reviewed by the Development Officer and other County staff where necessary. Staff will evaluate each submission and decide to support or not support a submission based on the following criteria:
 - i. Conformity with the Municipal Development Plan;
 - ii. Conformity with any Area Structure Plans or other statutory plans in effect;
 - iii. The Airport Vicinity Protection Area (AVPA) bylaw;
 - iv. The Land Use Bylaw;
 - v. Demonstrated need for a new tower as provided under sections 6-8 below; and
 - vi. The integration of the tower structure/architecture with the surrounding context and any adverse impacts.

Equipment Co-Location

5. Development Permits shall be accompanied with a letter stating that co-location with other users will be permitted, so long as structural and technological requirements can be met;
6. The co-location of multiple devices on towers is encouraged. Where appropriate, new towers shall be constructed to accommodate multiple wireless tenants. Any exclusivity agreement that limits access to other providers is strongly discouraged;
7. Applicants shall demonstrate that they have thoroughly explored co-location with existing towers and tower operators. All providers interested in locating a telecommunication tower within the County shall first contact all other tower owners that provide similar services in the area of the proposed development and pursue co-location opportunities before meeting with the County.
 - a. A copy of the initial letter and all responses, in line with Industry Canada's direction in section 3. Use of existing infrastructure (sharing) in "Consultation and

Facility sharing reference: Industry Canada Client Procedures Circular CPC-2-0003", must be provided to the County prior to a pre-consultation meeting with the Planning and Development Department.

Location

8. Telecommunications antenna structures will ideally be placed in:

- a. Forestry zoned areas,
- b. Agricultural zoned areas, or
- c. Industrial zoned areas

recognizing that certain technologies such as millimeter wave networks now require much closer proximity to users than prior generation cellular antennas.

Notification

9. The cost of all required notification including mail outs, newspaper advertisements, and property signs where required will be the applicant's expense. The County will notify the applicant of the assessed fees during a pre-consultation meeting with the Planning and Development Department.

10. A sign not smaller than one (1) square meter in size may also be requested on site at the discretion of the Planning & Development Department. The sign must be visible from any roadway abutting the subject site;

11. Mackenzie County will provide written notice to residents and landowners in accordance with the following:

- a. If the proposed tower is located within a Hamlet, to those that are located within a radius of the tower site equal to the height of the proposed tower, as measured from the boundary of the site of the proposed tower's placement; or
- b. If the proposed tower is located outside of a Hamlet, to those that are located adjacent to the site of the proposed tower.

12. If a tower located on the top of a building is proposed to exceed 25% of the height of the building or be greater than 3.5 metres in height, a notification to adjacent landowners is required;

13. A notification will not be required for modifications to existing towers or installations in areas zoned as Forestry (F) in the Land Use Bylaw, so long as the proposed location is greater than 150 meters from another zoning district;

14. The provider will be requested to provide Mackenzie County with a letter for a direct mail out which will give notification of the location, physical details of the proposed

structure, and the contact name and number of the service provider. Responses will be accepted for a period of 30 days from the day the letters are sent out;

15. Issues and concerns expressed by the public shall be sent directly to the Planning & Development Department with a copy to the provider. These, as well as the responses given by the service provider on how issues will be addressed, will be reviewed by the Planning & Development Department and included in the Development Permit application;

Development Authority

16. If a notification is initiated, a report on the issues and concerns expressed and applicants answer to responses will be provided along with the Planning and Development Department's report to the Development Authority;
17. A recommendation of support or non-support based on the technical merits of the proposed development will be provided by the Planning & Development Department to the Development Authority for consideration along with the development permit;
18. The decision of the Development Authority, including the recommendation of support or non-support from the Planning & Development Department, will be sent to the applicant and Industry Canada no later than 90 days after the development permit application has been received;

Development Requirements

19. Telecommunications antenna structures shall, meet the same minimum setback requirements as any other structure for the zoning district where the structure is proposed to be located unless a variance is requested by the applicant and granted by the Development Authority;
20. All telecommunications antenna structures, located in Agricultural zoned areas or within hamlet boundaries, shall be set back adequately from roadways to allow the road frontage and servicing to be utilized productively by other development, to the satisfaction of the Development Authority;
21. Notwithstanding Section 20, where Transport Canada requires that tower facilities be lighted:
 - a. All lighting should be a minimum number of low intensity white lights
 - b. The strobe interval should be the maximum allowable by Transport Canada
 - c. The lighting will be maintained by the owner of the tower facilities
22. Any telecommunications antenna structure proposed to be located within four (4) kilometers of the end of a runway or three (3) kilometers of any air traffic facility

shall not be permitted by Mackenzie County in accordance with the Airport Vicinity Protection Area bylaw.

23. Communication facilities and towers are to be removed within six months of cessation of use.

Design

24. The design or appearance of all communication facilities including antennas, antenna mounts, equipment shelters, and cable runs, shall minimize the visibility of facilities through the use of color, consistent architectural styles, camouflage with existing buildings or foliage, and aesthetic design, , to the satisfaction of the Development Authority;

25. Applicants shall submit as part of the development permit application, mock-up graphics depicting the design of the proposed structure and surrounding context;

26. Guyed facilities are encouraged to have bird deflectors on the top guyed wires;

27. The use of guy wires and cables to steady, support, or reinforce a tower will not be supported, in hamlet or in other residential areas.

28. The County requires that signs only be placed on a communications facility to:

- a. Identify the facility
- b. Identify the owner, contact information and emergency phone number
- c. Warn of any safety issues

	Date	Resolution Number
Approved	2013-05-14	14-05-327
Amended	2020-11-25	20-11-757
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