



Freestanding Telecommunication Antenna Structure Planning Criteria

A. Location and Height

Freestanding telecommunication antennas, greater than, or equal to, 15 metres in height, on sites located in, or within, 100 metres of a park or playground, or land developed as low density residential or proposed for low density residential development in an approved planning document, shall be the subject of a consultation process conducted by the carrier, with the surrounding property owners.

B. Co-utilization

All applicants for freestanding antenna structures will be requested to identify any other such structure within a radius of 500 metres of the proposed location and to provide documentary evidence that co-utilization of the existing or a new single structure is not a viable alternative to a second structure.

C. Community Consultation Process

1. When the proposed location or height of an antenna structure necessitates community consultation, the carrier shall call a meeting and notify all property owners within 300 metres of the base of the proposed structure, plus the ward alderman, the local member of parliament and the appropriate community association(s) representative.
2. Notification of the meeting shall be sent by regular mail or hand delivered.
3. The meeting notification shall include:
 - (a) the date, time and place of the meeting and an agenda;
 - (b) information on the location, type and size of the antenna structure proposed;
 - (c) the name and telephone number of a contact person for the carrier.
4. Following the meeting the carrier shall provide the Administration with the names and addresses of all attendees and a copy of the agenda and minutes indicating the topics discussed, additional concerns raised, resolutions and any outstanding issues.
5. The Administration will provide the carrier with a letter within 21 days of receipt of the carrier's report described in paragraph 4, above, giving its position on the proposed structure and confirming that the public consultation process was carried out. A copy is also to be sent to the local Member of Parliament.