



CITY OF MESA  
DEVELOPMENT SERVICES  
ZONING & BUILDING PLAN REVIEW  
CELL SITES AND CELL TOWER REQUIREMENTS

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PROJECT STREET ADDRESS: \_\_\_\_\_

PERMIT # \_\_\_\_\_

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THIS CHECKLIST CAN BE USED AS A GUIDE WHEN REVIEWING PLANS FOR A CELL SITE AND/OR A CELL TOWER. THESE COMMENTS CAN BE CUT AND PASTED INTO YOUR ELECTRONIC DOCUMENT REVIEW. **NOTE: THIS IS TO BE USED AS A GUIDE AND NOT AS A COMPLETE COMPREHENSIVE LIST. ADDITIONAL ITEMS THAT ARE NOT INCLUDED ON THIS LIST MAY BE IDENTIFIED DURING THE REVIEW PROCESS.**

**General:**

- \_\_\_\_\_ 1. City records indicate previous permits have not received final inspection. Previous permit issues must be resolved prior to issuance of a permit. Contact Permit Services at 480-644-4273.
- \_\_\_\_\_ 2. All sheets shall be sealed by an Arizona registered design professional.
- \_\_\_\_\_ 3. Provide a copy of the Administrative Review Approval letter.
- \_\_\_\_\_ 4. Show compliance with the stipulations outlined in the Administrative Review Case ADMXX-XXXXX and list the items on the plans.
- \_\_\_\_\_ 5. Mesa has adopted the 2018 "Family" of Codes and the 2017 NEC. Revise and show correct Code references.
- \_\_\_\_\_ 6. Provide structural engineering for modifications to the tower.
- \_\_\_\_\_ 7. Provide a footing detail for \_\_\_\_\_.
- \_\_\_\_\_ 8. A UTL permit is required for this site. Provide UTL permit number upon resubmittal.
- \_\_\_\_\_ 9. Provide Letter of Authorization from the property owner.
- \_\_\_\_\_ 10. Provide details of the batteries to be installed. Identify all applicable provisions of the 2018 IFC, NFPA 704 and 2017 NEC.
- \_\_\_\_\_ 11. Show the size, type and location(s) of all fire extinguishers per 2018 IFC 906 and 2018 NFPA 10.
- \_\_\_\_\_ 12. Identify if a new electric meter is being installed or if the existing one will require an upgrade. In either of these cases please provide a one-line diagram.
- \_\_\_\_\_ 13. Be advised that any items changed, added or deleted may create additional corrections upon resubmittal.