

# MIAMI BEACH

PLANNING DEPARTMENT

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139

File No: \_\_\_\_\_  
Date: \_\_\_\_\_  
MCR No: \_\_\_\_\_  
Amount: \_\_\_\_\_  
Zoning Classification \_\_\_\_\_  
(For Staff Use Only)

## STANDARD APPLICATION FORM DEVELOPMENT REVIEW BOARD HEARING

1. The below listed applicant wishes to appear before the following City Development Review Board for a scheduled public hearing: NOTE: This application form must be completed separately for each applicable Board hearing a matter.

- ☐ BOARD OF ADJUSTMENT                      ☒ HISTORIC PRESERVATION BOARD  
☐ DESIGN REVIEW BOARD                      ☐ PLANNING BOARD  
☐ FLOOD PLAIN MANAGEMENT BOARD

NOTE: Applications to the Board of Adjustment will not be heard until such time as the Design Review Board, Historic Preservation Board and/or the Planning Board have rendered decisions on the subject project.

2. THIS REQUEST IS FOR:

- a. ☐ A VARIANCE TO A PROVISION(S) OF THE LAND DEVELOPMENT REGULATIONS (ZONING) OF THE CODE  
b. ☐ AN APPEAL FROM AN ADMINISTRATIVE DECISION  
c. ☐ DESIGN REVIEW APPROVAL  
d. ☒ A CERTIFICATE OF APPROPRIATENESS FOR DESIGN  
e. ☐ A CERTIFICATE OF APPROPRIATENESS TO DEMOLISH A STRUCTURE  
f. ☐ A CONDITIONAL USE PERMIT  
g. ☐ A LOT SPLIT APPROVAL  
h. ☐ AN HISTORIC DISTRICT/SITE DESIGNATION  
i. ☐ AN AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS OR ZONING MAP  
j. ☐ AN AMENDMENT TO THE COMPREHENSIVE PLAN OR FUTURE LAND USE MAP  
k. ☐ TO REHAB, TO ADD TO AND / OR EXPAND A SINGLE FAMILY HOME  
l. ☐ OTHER: \_\_\_\_\_

3. NAME & ADDRESS OF PROPERTY: Node ID:5\_16/ 690 Lenox Ave., Miami Beach, FL 33139

LEGAL DESCRIPTION: PROPOSED CROWN CASTLE DAS UTILITY POLE WITH INTEGRATED STREET  
LIGHT LOCATED AT LATITUDE NORTH 25°46'36.755", LONGITUDE WEST 80°08'22.710"  
X = 939289.873      Y = 525520.747

4. NAME OF APPLICANT Crown Castle NG East Inc.

Note: If applicant is a corporation, partnership, limited partnership or trustee, a separate Disclosure of Interest Form (Pages 6-7) must be completed as part of this application.

8555 NW 64th Street, Miami, FL 33166

ADDRESS OF APPLICANT CITY STATE ZIP

BUSINESS PHONE # (786) 899-5911 CELL PHONE # (561) 310-9261

E-mail address: melissap.anderson@crowncastle.com

5. NAME OF PROPERTY OWNER (IF DIFFERENT FROM #4, OTHERWISE, WRITE "SAME") Not Applicable  
City of Miami Beach right of way

*If the owner of the property is not the applicant and will not be present at the hearing, the Owner/Power of Attorney Affidavit (Page 4) must be filled out and signed by the property owner. In addition, if the property owner is a corporation, partnership, limited partnership or trustee, a separate Disclosure of Interest Form (Pages 6 - 7) must be completed.*

ADDRESS OF PROPERTY OWNER \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
BUSINESS PHONE # \_\_\_\_\_ CELL PHONE # \_\_\_\_\_  
E-mail address: \_\_\_\_\_

6. NAME OF ARCHITECT, LANDSCAPE ARCHITECT, ENGINEER, CONTRACTOR OR OTHER PERSON RESPONSIBLE FOR PROJECT DESIGN  
Richard Heisenbottle 2199 Ponce de Leon Blvd, suite 400 Coral Gables, FL 33134  
NAME (please circle one of the above) ADDRESS CITY STATE ZIP  
BUSINESS PHONE # (305)446-7799 ext. 21 CELL PHONE # (786)218-6722  
E-mail address: richard@rjha.net

7. NAME OF AUTHORIZED REPRESENTATIVE(S), ATTORNEY(S), OR AGENT(S) AND/OR CONTACT PERSON:

a. Melissa Anderson 855 NW 64th Street Miami, FL 33166  
NAME ADDRESS CITY STATE ZIP  
BUSINESS PHONE # (786)899-5911 CELL PHONE # (561)310-9261  
E-mail address: melissap.anderson@crowncastle.com

b. Wayne Waldron 855 NW 64th Street Miami, FL 33166  
NAME ADDRESS CITY STATE ZIP  
BUSINESS PHONE # (561)544-4975 CELL PHONE # (205)837-3430  
E-mail address: wayne.waldron@crowncastle.com

c. \_\_\_\_\_  
NAME ADDRESS CITY STATE ZIP  
BUSINESS PHONE # (786)899-5918 CELL PHONE # (610)952-4412  
E-mail address: \_\_\_\_\_

**NOTE: ALL ARCHITECTS, LANDSCAPE ARCHITECTS, ENGINEERS, CONTRACTORS OR OTHER PERSONS RESPONSIBLE FOR PROJECT DESIGN, AS WELL AS AUTHORIZED REPRESENTATIVE(S), ATTORNEY(S), OR AGENT(S) AND/OR CONTACT PERSONS, WHO ARE REPRESENTING OR APPEARING ON BEHALF OF A THIRD PARTY, UNLESS SOLELY APPEARING AS AN EXPERT WITNESS, ARE REQUIRED TO REGISTER AS A LOBBYIST WITH THE CLERK, PRIOR TO THE SUBMISSION OF AN APPLICATION.**

8. SUMMARY OF PROPOSAL: Crown Castle seeks to replace an existing street light  
with one Distributed Antenna System (DAS) node with integrated street light  
in the public right of way in the City of Miami Beach in order to improve  
the capacity and coverage of cellular devices within the City.

9. IS THERE AN EXISTING BUILDING(S) ON THE SITE? YES ( ) NO (X)

10. WILL ALL OR ANY PORTION OF THE BUILDING(S) INTERIOR AND/OR EXTERIOR, BE DEMOLISHED? [ ] YES (X) NO

11. TOTAL FLOOR AREA (FAR) OF NEW BUILDING (if applicable): N / A SQ. FT.

12. TOTAL GROSS FLOOR AREA OF NEW BUILDING (including required parking and all usable floor space) N / A SQ. FT.

13. TOTAL FEE: (to be completed by staff) \$ 860.00

**PLEASE NOTE THE FOLLOWING:**

- Applications for any Board hearing(s) will not be accepted without payment of the required fee. All checks are to be made payable to: "City of Miami Beach."
- *Public records notice:* all documentation, application forms, maps, drawings, photographs, letters and exhibits will become a part of the public record maintained by the City of Miami Beach Planning Department and shall under Florida Statute, be disclosed upon proper request to any person or entity.
- In accordance with the requirements of Section 2-482 of the Code of the City of Miami Beach, any individual or group (Lobbyist) that has been, or will be, compensated to either speak in favor or against a project being presented before any of the City's Development Review Boards, shall be fully disclosed prior to the public hearing. All such individuals and/or groups must register with the City Clerk prior to the hearing.
- In accordance with Section 118-31 of the Code of the City of Miami Beach, all applicants shall, prior to the public hearing, fully disclose any consideration provided or committed, directly or on its behalf, for an agreement to support or withhold objection to the requested approval, relief or action (exclusive of all legal or professional design services). Such disclosure shall:
  1. Be in writing.
  2. Indicate to whom the consideration has been provided or committed.
  3. Generally describe the nature of the consideration.
  4. Be read into the record by the requesting person or entity prior to submission to the secretary/clerk of the respective board.

*In the event the applicable development review board determines that the foregoing disclosure requirement was not timely satisfied by the person or entity requesting approval, relief or other action as provided above, then the application or order, as applicable, shall immediately be deemed null and void without further force or effect, and no application from said person or entity for the subject property shall be reviewed or considered by the applicable board(s) until expiration of a period of one year after the nullification of the application or order. It shall be unlawful to employ any device, scheme or artifice to circumvent the disclosure requirements of this section and such circumvention shall be deemed a violation of the disclosure requirements of this section.*

- When the applicable Boards reach a decision, a Final Order will be issued stating the Board's decision and any conditions imposed therein. The Final Order must be recorded in the Office of the Recorder of Miami-Dade County; the original shall remain on file with the board clerk/secretary. Under no circumstances will a building permit be issued by the City of Miami Beach without a copy of the recorded Final Order being tendered along with the construction plans.

To request this material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceeding, please contact 305-604-2489 (voice) or 305-673-7218 (TTY) five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service).

**PLEASE COMPLETE ONE OR MORE OF THE FOLLOWING THREE AFFIDAVITS, AS APPLICABLE. NOTE: THE PROPERTY OWNER MUST FILL OUT AND SIGN THE "POWER OF ATTORNEY" PORTION IF THEY WILL NOT BE PRESENT AT THE HEARING, OR IS HAVING OTHER PERSONS SPEAK ON THEIR BEHALF.**

**OWNER AFFIDAVIT FOR INDIVIDUAL OWNER**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, being first duly sworn, depose and say that I am the owner of the property described and which is the subject matter of the proposed hearing; that all the answers to the questions in this application and all sketches data and other supplementary matter attached to and made a part of the application are true and correct to the best of my knowledge and belief. I understand this application must be completed and accurate before a hearing can be advertised. I also hereby authorize the City of Miami Beach to enter my property for the sole purpose of posting a NOTICE OF PUBLIC HEARING on my property as required by law and I take the responsibility of removing this notice after the date of hearing.

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. The foregoing instrument was acknowledged before me by \_\_\_\_\_, who has produced \_\_\_\_\_ as identification and/or is personally known to me and who did/did not take an oath.

NOTARY SEAL OR STAMP

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
PRINT NAME

My Commission Expires:

**ALTERNATE OWNER AFFIDAVIT FOR  
CORPORATION or PARTNERSHIP**

(Circle one)

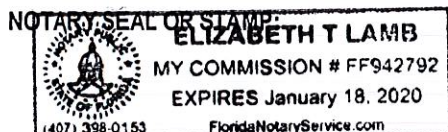
STATE OF Florida  
COUNTY OF Palm Beach

I, Wanda Melton being duly sworn, depose and say that I am the Government Relations Manager of Crown Castle and as such, have been authorized by such entity to file this application that all answers to the questions in the application and all sketches, data and other supplementary matter attached to and made a part of the application are true and correct to the best of our knowledge and belief; that the corporation is the owner/tenant of the property described herein and is the subject matter of the proposed hearing. We understand this application must be completed and accurate before a hearing can be advertised. I also hereby authorize the City of Miami Beach to enter the subject property for the sole purpose of posting a NOTICE OF PUBLIC HEARING on the property as required by law and I take the responsibility of removing this notice after the date of hearing.

Wanda Melton  
PRINT NAME

Wanda Melton  
SIGNATURE

Sworn to and subscribed before me this 23 day of March, 2016. The foregoing instrument was acknowledged before me by Wanda Melton, officer of Crown Castle, on behalf of such entity, who has produced \_\_\_\_\_ as identification and/or is personally known to me and who did/did not take an oath.



Elizabeth T Lamb  
NOTARY PUBLIC  
Elizabeth T Lamb  
PRINT NAME

My Commission Expires:

1/18/2020



**POWER OF ATTORNEY AFFIDAVIT**

STATE OF Florida  
COUNTY OF Palm Beach

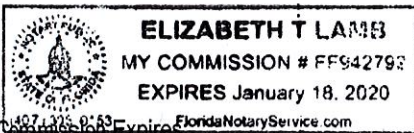
I, Wanda Melton, being duly sworn and deposed say that I am the owner or representative of the owner of the described real property and that I am aware of the nature and effect of the request for placement of DAS relative to the subject property, which request is hereby made by me OR I am hereby authorizing Maria Carvajal + Richard Heronbottle to be my representative before the DRB + HPP Board. I also hereby authorize the City of Miami Beach to enter the subject property for the sole purpose of posting a NOTICE OF PUBLIC HEARING on the property as required by law and I take the responsibility of removing this notice after the date of hearing.

Wanda Melton  
PRINT NAME (and Title, if applicable)

Wanda Melton  
SIGNATURE

Sworn to and subscribed before me this 23 day of March, 2016. The foregoing instrument was acknowledged before me by Wanda Melton, Officer of Crown Castle who has produced \_\_\_\_\_ as identification and/or is personally known to me and who did/did not take an oath.

**NOTARY SEAL OR STAMP**



My Commission Expires

1/18/2020

Elizabeth T Lamb  
NOTARY PUBLIC  
Elizabeth T Lamb  
PRINT NAME

**CONTRACT FOR PURCHASE**

If there is a CONTRACT FOR PURCHASE, whether contingent on this application or not, and whether the purchaser is a corporation, trustee or partnership, list the names of the contract purchasers below, including the principal officers, stockholders, beneficiaries or partners. Where the principal officers, stockholders, beneficiaries or partners consist of another corporation, trust, partnership or other similar entity, further disclosure shall be required which discloses the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity. If any contingency clause or contract terms involve additional individuals, corporations, partnerships or trusts, list all individuals and/or complete the appropriate disclosure clause above.\*

NAME
NAME, ADDRESS, AND OFFICE

DATE OF CONTRACT
% OF STOCK

For any changes of ownership or changes in contracts for purchase subsequent to the date of the application, but prior to the dates of final public hearing, a supplemental disclosure of interest shall be filed.

CITY OF MIAMI BEACH  
DEVELOPMENT REVIEW BOARD APPLICATION

DISCLOSURE OF INTEREST

**1. CORPORATION**

If the property which is the subject of the application is owned or leased by a CORPORATION, list ALL of the stockholders, and the percentage of stock owned by each. Where the stockholders consist of another corporation(s), trustee(s), partnership(s) or other similar entity, further disclosure shall be required which discloses the identity of the individual(s) (natural persons) having the ultimate ownership interest in the entity.\*

Crown Castle NG East LLC  
CORPORATION NAME

NAME AND ADDRESS

% OF STOCK

EKA Crown Castle NG East Inc.  
Crown Castle NG Networks Inc.  
Crown Castle Solutions Corp.  
Crown Castle Operating Company  
Crown Castle International Corp.

owns 100% of NG East LLC  
owns 100% of NG Networks Inc.  
owns 100% of Solutions Corp  
owns 100% of Operating Company &  
is publicly traded

\_\_\_\_\_  
CORPORATION NAME

NAME AND ADDRESS

% OF STOCK

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IF THERE ARE ADDITIONAL CORPORATIONS, LIST OTHERS, INCLUDING CORP. NAME(S) AND EACH INDIVIDUAL STOCKHOLDER'S NAME, ADDRESS, OFFICE AND PERCENTAGE OF STOCK, ON A SEPARATE PAGE.

**NOTE: Notarized signature required on page 8**



#### 4. COMPENSATED LOBBYIST:

The City of Miami Beach Code sub-section 118-31 requires the disclosure of any individual or group which has been, or will be, compensated to either speak in favor of or against a project being presented before any of the City's Development Review Boards, or not to speak at all. Please list below all persons or entities encompassed by this section.

NAME	ADDRESS	PHONE #
a. _____		
b. _____		
c. _____		

Additional names can be placed on a separate page attached to this form.

\* Disclosure shall not be required of any entity, the equity interest in which are regularly traded on an established securities market in the United States or other country, or of any entity, the ownership interests of which are held in a limited partnership or other entity consisting of more than 5,000 separate interests and where no one person or entity holds more than a total of 5% of the ownership interests in the limited partnership or other entity.

APPLICANT HEREBY ACKNOWLEDGES THAT ANY APPROVAL GRANTED BY THE BOARD SO APPLIED TO, SHALL BE SUBJECT TO ANY AND ALL CONDITIONS IMPOSED BY SUCH BOARD AND BY ANY OTHER BOARD HAVING JURISDICTION, AND THAT THE PROJECT MUST ALSO COMPLY WITH THE CODE OF THE CITY OF MIAMI BEACH AND ALL OTHER APPLICABLE LAW.

#### APPLICANT AFFIDAVIT

STATE OF Florida  
COUNTY OF Palm Beach

I, Wanda Melton, (list name of corporation and office designation as applicable) being first duly sworn, depose and say that I am the applicant, or the representative of the applicant, for the subject matter of the proposed hearing; that all the answers to the questions in this application and all sketches, data and other supplementary matter attached to and made a part of the application and the disclosure information listed on this application is a full disclosure of all parties of interest in this application are true and correct to the best of my knowledge and belief.

Wanda Melton  
SIGNATURE

Sworn to and subscribed before me this 23 day of March, 2016. The foregoing instrument was acknowledged before me by Wanda Melton, who has produced \_\_\_\_\_ as identification and/or is personally known to me and who did/did not take an oath.



My Commission Expires:

1/18/2020

Elizabeth T. Lamb  
NOTARY PUBLIC  
Elizabeth T. Lamb  
PRINT NAME

March 23, 2016

**Via Hand Delivery**

Ms. Deborah Tackett  
Miami Beach Planning Department  
Miami Beach City Hall  
1700 Convention Center Dr.  
Miami Beach, FL 33139

Re: Crown Castle Letter of Intent for the Installation of a Distributed Antenna System (“DAS”) within Historic Districts in the City of Miami Beach

Dear Ms. Tackett:

Crown Castle NG East LLC (“Crown Castle”) seeks to place a DAS network in the City of Miami Beach (the “City”), which will consist of placing fiber optic cable (underground) and stealth nodes (utility poles containing telecommunications infrastructure) within the right of way. In order to meet the network coverage objectives of our client, Crown Castle must place some of this infrastructure within historic districts in the City. This letter will serve as support for each of those applications.

Description of the Project

As stated above, Crown Castle seeks to place a DAS network in Miami Beach in order to enhance the network capacity of its client, which is a wireless carrier. The carrier has significant capacity issues in Miami Beach. In order to solve these capacity issues, several DAS nodes must be placed in Historic Districts within the City.

Below is a brief description of the locations:

- Crown Node 5\_16 located at 690 Lenox Ave, Miami Beach 33139
- Crown Node 5\_17 located at 525 Lenox Ave, Miami Beach 33139

Description of the Equipment

Crown Castle has worked with the staff of Miami Beach Planning Department for two years to find a design for DAS nodes which would both meet the network objectives of its client and meet the city’s aesthetic and safety concerns about placing DAS nodes in Historic Districts. After much discussion and the recent passage of a new telecommunications ordinance by the City Commission addressing the installation of such technology in the City, Crown Castle has



developed a stealth node which will function as both a street light pole and a telecommunications pole. An existing street light will be removed and replaced with a functioning DAS stealth street light pole which will not require additional ground equipment installed in the right of way.

### Conclusion

Crown Castle has worked diligently with City staff to meet all of their concerns about placing DAS infrastructure within the city, including the Historic Districts. Crown Castle believes it has satisfied all of the City's concerns and accordingly requests that the Historic Preservation Board approve its applications for the installation of DAS infrastructure within certain Historic Districts in the City.

Sincerely,



Wanda Melton  
Government Relations Manager

cc: David Banuelos, Crown Castle



Crown Castle  
6420 Congress Avenue, Suite 2000  
Boca Raton, FL 33487

March 23, 2016

Deborah Tackett, Senior Planner  
Planning and Zoning Department  
1700 Convention Center Dr.  
Miami Beach, FL 33139

Re: Historic Review Board Application for the installation of Distributed Antenna System Utility Pole  
Crown Castle Node 5\_16 located at 690 Lenox Ave, Miami Beach 33139

Dear Ms. Tackett:

Crown Castle NG East LLC ("Crown Castle") respectfully submits this letter to the City of Miami Beach (the "City") regarding an application seeking Historic Preservation Board (the "Board") review and approval for a Distributed Antenna System ("DAS") utility pole within the City. As part of the application package, the Board requires an explanation whenever a proposed DAS utility pole or node (such poles are referred to in the telecommunications industry as "nodes") cannot be collocated. A "collocated" node would be a node placed on a pole or other infrastructure already existing in the right of way. This letter explains why the application package referred to above is for a "stand-alone" DAS node rather than a collocated node.

As you know, Florida Statutes, Section 337.401(3), allows Crown Castle, as a communications services provider, to place its communications facilities within the right of way subject to reasonable and non-discriminatory regulation by the City. Although Crown Castle collocates its DAS facilities whenever possible on poles and other infrastructure already existing in the right of way, in this case Crown Castle engineers examined each potential collocation site and determined that there was not a suitable collocation site which would have provided the wireless coverage for the intended target of each node. In other words, the possible sites upon which Crown Castle might collocate the particular DAS node was too far away, was not in a location which would be able to provide the additional wireless capacity each node was intended to provide, or was not a site for which Crown had rights to attach. Therefore, in each of these instances, Crown Castle is proposing a stand-alone DAS stealth pole. The particular node location above was determined by Crown Castle engineers to be the preferred location as it provides additional capacity to both the intended target while taking into account aesthetic and traffic safety criteria.

Please do not hesitate to call or contact me with any further questions or to discuss this matter.

Sincerely,

A handwritten signature in blue ink that reads 'Wanda Melton'.

Wanda Melton  
Government Relations Manager  
Southeast Region