



City of Mansfield

Tim Theaker, Mayor

Bureau of Building Inspections, Licenses and Permits

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Communications Tower, Equipment Shelters, Equipment Platform, Industrialized Unit, and tower co-location Plan Submittal Requirements

Communications (including cellular) Towers and accessory structures require plan approval and inspections in accordance with the Ohio Building Code. Applications for Commercial Building Plan approval are available on our website or by calling our office. Applications and fees shall be submitted as follows:

- For new construction projects, two applications are filed; one application for the tower structure and one for the equipment shelter structure/platform and fence. Each equipment shelter, equipment platform, and generator (if located outside the shelter) is considered a separate structure. An ice bridge is considered part of the tower assembly.
- For alterations (co-locations) projects; one application is filed for tower alterations and one application is filed for new equipment or equipment change/replacement. Alterations to the cellular tower will be charged the base alterations fee for structural alterations which includes any tower alterations (structural), antenna and equipment change on the tower, and coax changes on the tower. New equipment shelters, platforms, or pedestals installed as a result of antenna co-locations are charged new construction fees (structural and electrical scope of work) as appropriate. Equipment change or replacement on or in an equipment shelter, platform, or pedestal is charged for electrical alterations fees only. New generators require a separate application for building and electrical work.

Construction documents (plans) shall be filed in accordance with OBC Section 106 as follows. All structures (tower, shelter, platform, electrical service, generator, etc.) can be submitted in one complete set of construction documents. All fees must be paid at the time of application before plan review commences. Please submit two (2) sets of plans for building, electric, and mechanical construction. Please assemble all loose documents into two complete sets of information. All drawings shall be properly sealed (seal, signature, date) in accordance with OBC 106.2.1

- Submit a site Plan indicating all structures on the site such as towers, fences, equipment shelters, electrical service and utility locations, ice bridges, fuel tanks, generator equipment etc., if applicable.
- Subsurface/geotechnical report sealed by an engineer registered with the State of Ohio. Foundation design and/or tower supports sealed by an engineer registered with the State of Ohio. This may be in the geotechnical report or in the tower drawings.
- Correct Structural Design Criteria. Provide structural design loads as required by OBC Chapter 16 (dead load, wind, seismic, ice etc.) and TIA/EIA-222 for new tower structures
- Shop drawings for the tower structure, platforms, antennas and any equipment mounted on the tower. Provide complete details for all bolted and welded connections. Guardrails are required for equipment platforms that function as the service access for equipment.
- Industrialized unit drawings approved by the Ohio Board of Building Standards (OBBS). These drawings shall be sealed by an Ohio Registered Design Professional and bear the approval stamp of the OBBS, Industrialized Unit Division. The drawings shall be approved by OBBS under the current codes in effect at the time of application.
- Industrialized unit foundation design sealed by an Ohio Registered Design Professional. This may be in the geotechnical report or a separate drawing.
- Electrical Plans shall include but not be limited to wiring methods, conductor/raceway sizes and types, grounding loop, electrical service details and line diagram, and emergency power generation system (generator) details.
- An executed Statement of Special Inspections for projects that require special inspections (deep foundations, bearing capacity, fill materials, bolted and welded connections, etc.) A sample statement and instructions for completing are available on our website. It is the responsibility of the registered design professional to determine whether special inspections are required. For projects that do not require special inspections, please indicate these requirements in the construction documents (i.e. bolt tightening procedures, etc.)