



CELL SITES AND CELL TOWERS PLAN SUBMITTAL CHECKLIST

Checklist intended for Cell Sites and Cell Towers. **Note: All references comply with the 2024 International Fire Code (IFC) and National Fire Protection Association (NFPA) Standards.**

Administrative

- ☐ 1. Provide **detailed** project narrative.
- ☐ 2. Identify site address.
- ☐ 3. Provide vicinity map showing areas surrounding the site.
- ☐ 4. Provide project site plan.

General

- ☐ 1. Structural and electrical plans with calculations sealed by an Arizona registered engineer (P.E.).
- ☐ 2. Provide copy of administrative review approval letter. Note: Zoning administrative review required before construction plans submittal.
- ☐ 3. Provide utility permit number if applicable.
- ☐ 4. Letter of Authorization from property owner.

Plans

- ☐ 1. Provide elevation plans
- ☐ 2. Provide detailed information on stationary storage battery systems including but not limited to: [\(IFC 1207\)](#)
 - a. Battery quantities.
 - b. Battery arrangements.
 - c. Battery separations distance from adjunct equipment/structures.
 - d. Battery security.
 - e. Safety equipment. For example: Protection from thermal runways, toxic gases, and battery safety caps.
 - f. Ventilation.
 - g. Spill control.
 - h. Neutralization.



i. Capacity array.

- ☐ 3. Show size, type and location(s) of all fire extinguishers per [IFC 906](#) and [NFPA 10](#).
- ☐ 4. Identify if electric meter is new or upgraded.
- ☐ 5. Provide one-line diagram for electric meter.

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