

Compliance Review Section:  
Federal Communications Commission Project Review Policy  
Revised January 23, 2018

**INTRODUCTION**

Thank you for contacting the Seminole Tribe of Florida – Tribal Historic Preservation Office (STOF – THPO) regarding your Federal Communications Commission TCNS undertaking and for taking seriously your responsibility to consult with the Tribe. Due to limitations on the amount of text that can be presented on the TCNS website, we have moved our full policy to this location.

**STOF AREA OF INTEREST**

The Seminole Tribe of Florida's area of interest includes - either in whole or in part - Florida, Georgia, Alabama, South Carolina, North Carolina, Kentucky, Tennessee, Mississippi, and Louisiana. These areas include ancestral, historic, modern, and ceded lands. It also includes lands through which Seminoles and their ancestors were moved as a result of their forced resettlement by the United States government into the area that is now the state of Oklahoma.

Currently, the Tribe is actively reviewing FCC undertakings that occur within the states of Florida and Georgia. However, the Tribe retains the right to change this at its discretion.

**FEE STRUCTURE**

The STOF charges the following research fees for conducting its Project Assessment of FCC TCNS undertakings. These fees assist in supporting staff in several different Tribal departments who are directly involved in the assessment and in both developing and maintaining the research database used for our assessments.

**Public Safety / Emergency Towers**

No fee will be charged for assessing towers directly related to public health and safety or for emergency purposes. However, we still want to review and assess the project.

**Traditional/Macro Cell Towers**

A Project Assessment fee of \$500 will be charged for each tower. An additional \$200.00 fee will be charged for any subsequent re-assessments due to changes to the original submission.

**Small Cell / Distributed Antenna Systems**

A Project Assessment fee of \$300 will be charged for each small cell antenna/node reviewed. If multiple antennas/nodes are being batched together and submitted under a single TCNS number, each antenna/node will incur a separate charge. For example, if six small cell antennas are grouped under a single TCNS number, the fee will be 6 x \$300.00. In order to avoid unnecessary delays in the assessment process it is important that the consultant clearly state the correct number of antennas/nodes to be assessed in the original TCNS submission.

## **Positive Train Control Systems**

A Project Assessment fee of \$500 will be charged for the review of wayside poles and infrastructure. For multiple wayside poles grouped into a batch and filed under a single TCNS number, the fee will be \$500 for the first pole and \$200 for each additional non-excluded pole in the batch.

### **SUBMISSION PROCESS**

Once the Tribe has received its initial TCNS notification, they will issue an invoice to the consultant. The consultants should adhere to the following guidelines

- ✓ Consultants will need to provide company name, primary contact person, mailing address (or e-mail), and business phone for invoice purposes.
- ✓ Checks should be made payable to Seminole Tribe of Florida and mailed to: Seminole Tribe of Florida, Accounts Receivable, 6300 Stirling Road, Hollywood, FL 33024.
- ✓ Please include the TCNS numbers and STOF invoice number on the memo line of the check in order for us to track your project payment.
- ✓ For requests involving multiple towers/antennas/nodes, a single check that covers the cost of all the installations is acceptable.
- ✓ Projects will not be assessed until full payment is received.

***Please do not send payments until you have received an invoice and do not send payments to any address other than 6300 Stirling Road, Hollywood, FL. Failure to follow these instructions will delay the Project Assessment.***

### **ITEMS TO BE SUBMITTED TO THPO**

The following items should be submitted to the THPO via email and email attachments at THPOCompliance@semtribe.com. It is not necessary to wait until you have received an invoice from the Tribe before submitting these items:

#### **Traditional / Macro Cell Towers**

The following documentation is necessary before a project assessment can be performed:

- ✓ A cover letter referencing the specific TCNS number of the project and providing a clear description of the undertaking, any possible ground disturbing impacts, and a street address or UTM or decimal latitude/longitude coordinates for each of the proposed towers.
- ✓ A Cultural Resource Assessment Survey report (CRAS) and an Architectural Assessment (AA) report if needed. The CRAS report should follow the appropriate state guidelines and include methodology, project area geomorphology and soils, and field survey results. Please limit submittal of architectural surveys (unless embedded with archaeological information), engineering/construction drawings, and excessive photos.

## **Small Cell / Distributed Antenna Systems**

The following documentation is necessary before a project assessment can be performed:

- ✓ A cover letter referencing the specific TCNS number of the project and providing a clear description of the undertaking, any possible ground disturbing impacts, and a street address or UTM or decimal latitude/longitude coordinates for each of the proposed antennas/nodes/poles.
- ✓ A 620/621 form with attachments as appropriate. Pursuant to FCC guidelines, 620/621 forms are required for small cell/DAS.
- ✓ Maps showing the general location (i.e., a locator map), and the specific location for the proposed installation,
- ✓ A recent aerial photograph of the proposed installation APE, and
- ✓ At least one street level photograph showing the location of the proposed installation. Google Earth images may be used for both the aerial photo and the street level photo providing they are of good quality and relatively recent date. These photographs will assist us in determining the degree of previous ground disturbance within the direct effects APE.
- ✓ A Cultural Resource Assessment Survey report (CRAS) and an Architectural Assessment (AA) report if needed. The CRAS report should follow the appropriate state guidelines and include methodology, project area geomorphology and soils, and field survey results. Please limit submittal of architectural surveys (unless embedded with archaeological information), engineering/construction drawings, and excessive photos.

### **STOF CONTACTS**

Questions concerning invoicing and payment should be directed to Jenny Calderon, Accounts Receivable, at [jennycalderon@semtribe.com](mailto:jennycalderon@semtribe.com).

Questions concerning the status of reviews should be directed to [THPOCompliance@semtribe.com](mailto:THPOCompliance@semtribe.com).  
Thank you.