

THIS IS AN EXAMPLE ONLY AND SHOULD ONLY BE USED BY MODIFYING THE LETTER TO YOUR SPECIFIC CIRCUMSTANCES. PLEASE MAKE SURE TO CAREFULLY REVIEW THE FINAL DRAFT OF THE LETTER YOU INTEND TO USE TO MAKE SURE IT FITS THE DESCRIPTION OF YOUR INTENDED INSTALLATION. ADDRESSES AND CONTACTS AT IC AND THE CITY SHOULD BE CONFIRMED BY YOU BEFORE THE LETTER IS SENT.

Re: Antenna Supporting Structure

Thank you for your query with respect to the installation of an antenna support structure at the above-noted address.

I am an amateur radio operator authorized under the provisions of the *RadioCommunications Act*. The antenna supporting structure will be used to support a compact tri-band beam and other antennas to allow me to operate within the limits of my authorization.

This installation is governed by Industry Canada (which regulates communications in Canada) under CPC-2-0-03, Issue 5 entitled "Radio Communication and Broadcasting Antenna Systems". This document is readily available on the Industry Canada website (http://www.ic.gc.ca/epic/site/smt-gst.nsf/en/h_sf01702e.html).

The present installation comes under Section 6 of CPC-2-0-03 which allows for new antenna systems and antenna supporting structures with a height of less than 15 metres above ground level. The present installation will be under 15 metres in height.

Section 6 of CPC-2-0-03 exempts me from complying with formal consulting requirements, but provides that I must fulfill certain general requirements under Section 7 of that document. Accordingly, I can confirm the following:

1. The installation will comply with *Safety Code 6* with respect to radio frequency exposure limits. I would note that the actual time for use of the radio using this installation will be quite limited consisting mainly of weekends and the odd week day evenings. Further, the bulk of operating time will be conducted at 100 watts of power and using modes that are much less than 100% duty cycle. Accordingly, this installation fits well within the limits imposed by *Safety Code 6*.
2. The installation will comply with radio frequency immunity criteria imposed by Industry Canada. I have operated an identical installation in x for the last x years. At no time did I cause any radio frequency immunity issues with any of the neighbouring residences.
3. This installation is excluded from complying with the *Canadian Environmental Assessment Act*.

At one time, the City of Calgary had adopted certain guidelines for amateur radio installations. These guidelines were set out under City Document OE98-61. The guidelines are no longer in effect due to the implementation of CPC-2-0-03 on July 15, 2014 and an earlier version of the

same document dated in 2008. However, in order to advise the City I am erecting a structure under Section 6 of CPC-2-0-03 I have provided the same information to the City and Industry Canada that was required under the then existing OE98-61. I can provide a copy of that information should you require.

Please note as this structure is under 15 metres I am exempt from complying with the City of Calgary *Protocols for Amateur Radio Antenna Support Structures in Residential Areas*.

I have carefully considered the antenna support structure and the proposed antennas for this installation. As with my previous installation, the antenna and the height of the supporting structure are very much a compromise from similar installations found in the City of Calgary. The antenna is a “shortened” version of similar antennas. **[IF Moving-**I am comforted that this installation is very much a compromise given that an identical installation has been in existence in x for the past x years and I have had no complaints or concerns raised by any owners of the neighbouring residences.]

The antenna support structure has been carefully sited on the property in order that the majority of the installation is screened by existing trees and foliage. The height of the structure does not require me to comply with any Transport Canada marking or lighting requirements and as such the structure will be unobtrusive at night.

I would be pleased to discuss any questions you might have with respect to this installation or any questions you may have with respect to the Amateur Radio Service.

I can be reached at x during the day or evenings at x. I can also be reached on email x

Yours very truly