



PLANNING DEPARTMENT – WIRELESS TELECOMMUNICATIONS FACILITIES APPLICATION

GENERAL INFORMATION

PROJECT ADDRESS: _____ APN: _____

PROPERTY OWNER: First: _____ Last: _____

OWNER ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

OWNER PHONE #: _____ OWNER FAX #: _____

OWNER EMAIL: _____

APPLICANT/CONTACT: First: _____ Last: _____

APPLICANT ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

APPLICANT PHONE #: _____ APPLICANT FAX #: _____

APPLICANT EMAIL: _____

TENANT: (Commercial only) _____

TENANT/CONTACT: First: _____ Last: _____

TENANT ADDRESS: _____ Unit #: _____

CITY: _____ STATE: _____ ZIP: _____

TENANT PHONE #: _____ TENANT FAX #: _____

TENANT EMAIL: _____

PROJECT DESCRIPTION

(Attached additional pages as necessary)

Is this application for a new facility/tower? Yes* No

Is this application for a substantial increase in the size of the tower? Yes* No

Is this application for a minor modification to an existing facility? Yes No

Is this application for the colocation on an existing facility/tower? Yes No

This application is submitted pursuant to (choose one):

FCC Rule 332(c)(7)*

FCC Rule 6409(a)

FCC Rule 106

* A new tower/facility or substantial increase in the size of the tower shall require the submittal and approval of a conditional use permit. See definition below.



Definition of substantial increase in the size of a tower (ref.: Section I.C of the Nationwide Collocation Agreement):

- 1) [t]he mounting of the proposed antenna on the tower would increase the existing height of the tower by more than 10%, or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater, except that the mounting of the proposed antenna may exceed the size limits set forth in this paragraph if necessary to avoid interference with existing antennas; or
- 2) [t]he mounting of the proposed antenna would involve the installation of more than the standard number of new equipment cabinets for the technology involved, not to exceed four, or more than one new equipment shelter; or
- 3) [t]he mounting of the proposed antenna would involve adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty feet, or more than the width of the tower structure at the level of the appurtenance, whichever is greater, except that the mounting of the proposed antenna may exceed the size limits set forth in the paragraph if necessary to shelter the antenna from inclement weather or to connect the antenna to the tower via cable; or
- 4) [t]he mounting of the proposed antenna would involve excavation outside the current tower site, defined as the current boundaries of the leased or owned property surrounding the tower and any access or utility easements currently related to the site.

This project includes the installation of the following (check all that apply):

- Monopole/tower Antenna arrays Microwave dish(s)
 Base transmitter station Backup generator(s)
 Remote radio head
 Other (describe in detail): _____

(Attached additional pages as necessary)

OWNER AND APPLICANT CERTIFICATIONS

I certify that I am presently the legal owner of the above-described property. Further, I acknowledge the filing of this application and certify that all of the information on the application is true and correct. I grant permission to the City to conduct site visits necessary to investigate the proposed project. (If the undersigned is different from the legal property owner, then a letter of authorization must accompany this form.)

_____ PROPERTY OWNER SIGNATURE	_____ PROPERTY OWNER NAME (PRINT)	_____ DATE
_____ APPLICANT/CONTACT SIGNATURE	_____ APPLICANT/CONTACT NAME (PRINT)	_____ DATE

Incomplete applications will not be accepted.

City of Barstow Planning Department
Submittal Checklist Wireless Telecommunications Facility

Site Address/Location:

Project #

Note: Some items on this list may not be required at time of submittal. Applicants are advised to discuss their projects with a planner to determine what documentation will be required at time of submittal. A conformance review will begin after the time of submittal, and additional documentation may be requested.

AN INCOMPLETE APPLICATION WILL NOT BE ACCEPTED.

DO NOT WRITE IN THE SHADED BOXES (staff use only)

Project Description:

Submittal Requirements

1. Wireless Telecommunications Facilities Application
(With property owner(s) and applicant signatures)
 2. Conditional Use Permit (if required by the Wireless Telecommunications Facility Application)
(With property owner(s) and applicant signatures and all requisite submittals)
 3. Submittal Checklist
(This form, with applicant or owner signature)
 4. Application Fee(s)
 5. Proof of Ownership
(Grant Deed for projects on private properties and Title Report if parcel is vacant)
 6. Letter of Authorization
(An applicant action on behalf of the owner(s) shall present a notarized, written authorization signed by the property owner(s); a buyer in escrow shall present a notarized written authorization signed by the owner/seller; a lessee shall provide the property owner(s) written approval; authorizations shall give the applicant the authority to submit and process the application)
 7. Complete set of plans*
(1 full size original 24 x 36 (wet stamped), plus 2 full size copies; 1 compact disc (include all plans, studies and exhibits), plus 1 8 ½ x 11 reduced set. Plans are to be collated, stapled and folded to 8 ½ x 11. Plans must be dimensioned to ¼" = 1' or 1/8" = 1' scale. Note the maximum plan size is 24 x 36 unless absolutely necessary. Sets to include all of the following that are applicable to your project:
 - A. Cover Sheet (see description on page four)
 - B. Site Survey (see description on page four)
 - C. Site Plan (see description on page four)
 - D. Architectural Plans
(Floor Plan(s), Dimensioned Elevations and Sections – the existing and finished grade lines shall be shown; Roof Plan – with roof slope indicated; scale: ¼" = 1')
 - E. Grading, drainage, Erosion and Storm Water Management Plans – or a letter stating none is proposed (original must be prepared and wet-stamped with wet-signature by a registered Civil Engineer)
- * *If a conditional use permit is required, additional plans shall be submitted pursuant to the requirements of the conditional use permit application.*
- ** *Structural Calculations shall also be included.*

8. Minimum application requirements (B.M.C. 19.06.100 and 19.30)

A. Visual Impact Demonstration

Showing the maximum silhouette and proposed or required screening. Must include photo simulations, scaled models or architectural renderings, and include map depicting where taken.

B. Coverage Maps

Provide coverage maps depicting existing and proposed coverage for the network requesting the cell site. Prepare the maps to a scale appropriate to clearly depict the areas which would benefit from the proposed coverage. Provide geographic references (i.e., streets, city boundaries, etc.), scale of the map, legend and north arrow. If the maps are plotted on sheets larger than 8 ½" x 11" provide 2 color copies at this reduced size.

C. Narrative – Address each of the following – organized according to subject headings listed below.

1. Antennas/Equipment

List the number of proposed antennas and base transceiver stations and/or equipment cabinets and any existing facilities on the site.

2. Location

Describe the location and type of antenna installations (stand-alone tower, collocation on existing tower, stand-alone rooftop, rooftop attached to a mechanical penthouse, building façade, or existing utility towers and poles) and location of the base transceiver station(s), equipment cabinets and/or buildings.

3. Height

List the height of the antenna installation. Carriers must provide documentation that establishes that the proposed facilities have been designed to the minimum height required from a technological standpoint for the proposed site.

4. Radio Frequency

List the radio frequency range in megahertz and the wattage output of the equipment.

5. Radio Frequency Emissions

Provide a report listing the effective radiated power generated by the proposed facility. The report shall identify exposure levels for both controlled and uncontrolled areas where the levels are projected to be the highest.

6. FCC Compliance

Provide documentation certifying (by a licensed Engineer) all applicable licenses or other approvals required by the Federal Communications Commission to provide the services proposed have been obtained.

7. Maintenance

Describe the anticipated maintenance and monitoring program for the facility.

8. Noise/Acoustical Information

Provide noise and acoustical information for the equipment, such as air conditioning units and back-up generators.

9. Site Selection Process

Provide a map and narrative description explaining the site selection process including information about other sites considered and reason for their rejection. This information is necessary to determine whether there will be a significant gap in coverage if the project is not approved or whether alternatives exist for providing coverage.

10. Geographic Service Area

Identify the geographic service area for the subject installation, including a map showing the site and the associated "next" cell sites within the network. Describe the distance between cell sites. Describe how this service area fits into and is necessary for the company's service network. Illustrate the geographic area in which the facility could be located showing all other sites that could be used for antenna location. This information is necessary to determine whether there will be a significant gap in coverage if the project is not approved or whether alternatives exist for providing coverage.

11. Preferred Location Sites

Each application shall identify the location preference, listed in 19.06.100(B) that the proposed facility is meeting. If the proposed location is not a preferred location, the applicant shall provide a list (by address and Assessor's Parcel Number) and a map at 1:200 scale of all preferred location sites within the service area; what good faith efforts and measures were taken to secure each other of these preferred location sites; describe why such site

was not technologically, legally or economically feasible and why such efforts were unsuccessful; how and why the proposed site is essential to meet service demands for the geographic service area and the citywide network. This information is necessary to determine whether there will be a significant gap in coverage if the project is not approved or whether alternatives exist for providing coverage.

12. Preferred Mounting Technique (Aesthetics)

Each applicant shall identify the antenna aesthetic mounting preference, listed in Section 19.06.100(C), the proposed facility is meeting. If the proposed aesthetic mounting technique is not a preferred technique, the applicant shall provide a list (by address and Assessor's Parcel Number) and a map at 1:200 scale of all such buildings/sites within the service area; what good faith efforts and measures were taken to secure each of these preferred aesthetic mounting location/sites; describe why each such site was not technologically or legally feasible and why such efforts were unsuccessful; and how and why the proposed site is essential to meet service demands for the geographic service area and the citywide network.

13. Cumulative Effects. Identify the location of proposed and existing antennas and backup facilities on and near the property; including the following:

- a. Height. The height of all existing and proposed wireless telecommunications facilities on the property, shown in relation to the height limit for the zoning district;
- b. Antennas. The dimensions of each existing and proposed antenna, base transceiver station, equipment cabinet and associated building and backup equipment on the property;
- c. Power Rating. The power rating for all existing and proposed backup equipment;
- d. Total Watts. The total number of watts per installation and the total number of watts for all installations on the building (roof or side);
- e. Facilities within Five Hundred (500) feet. The number and types of wireless telecommunications facilities within 500' of the proposed site. Also provide estimates of the cumulative electromagnetic radiation emissions at the proposed sites.

D. Colocation Agreement

All wireless telecommunications carriers shall provide a letter stating their willingness to allow other carriers to collocate on their facilities wherever technically feasible. When determined to be technically feasible and appropriate, the City Planner may require unutilized space to be made available for collocation of other wireless telecommunications facilities, including space for entities providing similar competing services. Collocation is not required in cases where the addition of the new service or facility would cause quality of service impairment to the existing facility or if it becomes necessary for the host to go off-line for a significant period of time. As used herein, "Colocation" means an arrangement whereby multiple wireless communications devices share the same structure of site.

E. Planned Facilities

A Five Year Master Plan of all facilities and planned future facilities within the City. (See page four for information)

9. Certified Public Notice Property Owner and Occupant Mailing Addresses and Radius Map;

(Property owner and occupant addresses on mailing labels will not be accepted. See description of the requirements on page five).

Department Referrals – please complete this section PRIOR to submittal

10. City Planning Department Review

Planning Comments:

- | | |
|--|---|
| <input type="checkbox"/> Conditional Use Permit. \$1,009.00 | <input type="checkbox"/> Variance. \$791.00 |
| <input type="checkbox"/> Tentative/Final Parcel Map. \$931.00 + \$707.00 | <input type="checkbox"/> Other. \$_____ |

11. City Building Department Review

Building Comments:

- Building Permit (New Const.). \$ _____ Building Permit (Add/Alter). \$ _____
 Grading Permit. \$ _____ Other. \$ _____

12. City Engineering Department Review

Engineering Comments:

- Encroachment Permit. \$ _____ Building Permit (Add/Alter). \$ _____
 Grading Permit. \$ _____ Other. \$ _____

Additional submittal requirements for Minor Modification, Site Plan Review and Variance

13. Written Statement(s) Justifying EACH Additional Request

I hereby certify that the attached application contains all of the above items. I understand that if any of the items are missing or subsequently deficient, the application is not complete, may be rejected or may constitute ground for revocation of any permit issued.

OWNER/APPLICANT SIGNATURE

DATE

The following items may be required depending on the location and type of development that is being sought. Any changes to applicable zoning regulations, policies and/or interpretations may result in additional items needed for review.

- A. Archaeological Study
- B. Independent Consultant Review
- C. Story Poles (Per Plan Approved by Staff, Certified by a Licensed Architect or Surveyor)
- D. Slope Stability Analysis
- E. Other materials and/or reports deemed necessary by the City Planner, City Engineer or City Building Official

Submittal Item Details

6.A. Cover Sheet

Must Include:

- Detailed Project Description (include any green or sustainable features);
- Setback Calculations (for existing setbacks, proposed setbacks and those required by code); and
- List of Discretionary requests

6.B. Site Survey

Must Include:

- Property boundaries with bearings, distance, and monuments, iron rods, or other markers clearly shown; show existing and proposed lot lines when subdivisions or lot line adjustments are included;
- North arrow, date, scale, dimensions and recorded boundaries of total ownership;
- Include topography by showing approximate contours;
- All easements, offers of dedicate, deed restrictions and description of adjacent uses;
- ESHAs and ESHA buffers and location of onsite wastewater treatment system;
- Location of any buildings or structures of adjacent owners that are within 15 feet of the property or that may be affected by proposed grading;
- Show entire access way from the nearest public street to the property;
- Shall be prepared and wet-stamped with wet-signature by a Registered City Engineer or licensed surveyor.

6.C. Site Plan*

Must Include:

- All proposed structures, including fences and walls; show existing structures;
- ESHA and ESHA buffer boundaries (as applicable);
- Location of onsite wastewater treatment systems;

- Include the following information on the plans: Project address, Assessor's Parcel Number, Land Use Zone, General Plan Land Use Designation, Property Owner Name(s), North Arrow, Scale of Drawing (e.g., ¼" = 1');
- Fire Dept. access ways, including driveway, turnaround and clearance around the structure(s);
- Show sustainable elements (e.g., solar panels, etc.);
- Easements, offers to dedicate, required setbacks and lot dimensions;
- * *May be combined with Submittal 6B above.*

6.E. Grading, Drainage, Erosion and Storm Water Management Plan

Must Include:

- Proposed grades for the pad area for the proposed structure(s) to establish drainage and building height information;
- The Grading Verification Certificate signed by the Civil Engineer; copy directly onto the Grading Plan;
- Proposed cut and fill slope locations showing proposed setbacks from property lines when applicable;
- Show the proposed drainage system including the proposed point of discharge;
- List all Site Design BMP's contained in LIP Appendix A incorporated into the project for water quality purposes;
- List all Source Control BMP's contained in LIP Appendix A incorporated into the project for water quality purposes;
- If no Site Design or Source Control BMP's have been incorporated into the project, the plan shall explain the site conditions that prohibit their implementation; and
- When an application is for an Agricultural or confined Animal Facility, the plan shall reflect the requirements of LIP Sections 17.3.5.

7.E. Planned Facilities

The Master Plan shall consist of the following components:

- A written description of the type of technology each company/carrier will provide to its customers over the next five years (i.e., Cellular, PCS, etc.) and a description of consumer services to be offered (i.e., voice, video and data transmission)
- A description of the radio frequencies to be used for each technology
- A map of the City showing the five-year plan for cell sites and planned coverage
- A written list of existing, proposed and anticipated cell sites of the service provider over a five-year period
- A description of the location of the cells and the types of installations, including antennas and equipment

8. Certified Public Notice Property Owner and Occupant Addresses and Radius Map

- The addresses of the property owners and occupants within the mailing radius shall be provided on a compact disc in Microsoft Excel Spreadsheet. The spreadsheet shall have the following column headers in row one: 1) name, 2) address, 3) city, state and zip code, and 4) parcel (for APN). The owners should be listed first followed by the occupants. The project applicant's mailing address should be added at the end of the list.
- An additional column for "arbitrary number" may be included if the supplied radius map utilizes such numbers for the purpose of correlating the address to their map location.
- Printouts of the excel spreadsheet and radius map, certified by the preparer as being accurate, must be provided.
- The radius map (8 ½" x 11") shall show a 300-foot radius from the subject property and must show a minimum of 10 developed properties. A digital copy of the map shall be submitted on the same cd as the mailing addresses.

Note that updated mailing labels may be requested by the project planner prior to deeming the application complete.