

City of



RANCHO PALOS VERDES

Eligible Facilities Request Application – Wireless Telecommunications

Official Use: _____
 City Staff Contact: _____ Email: _____
 Date Application Received: _____

INSTRUCTIONS

1. Please review Ordinance No. 621 / Chapter 12.18 of the Municipal Code which establishes regulations Wireless Telecommunication Facilities (WTFs) in the Public Right-of-Way including Eligible Facilities Requests (“EFR”). This application is for an EFR, which means: *“Any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving: (i) collocation of new transmission equipment; (ii) removal of transmission equipment; or (iii) replacement of transmission equipment.”* (47 C.F.R. 1.6100(b)(3); 47 U.S.C.1445(a)) This application form shall also be used for permit renewal requests, and may be modified as necessary.
2. Submit this application to the Department of Public Works. The application submittal must include three (3) hard copies of the application and all submittal documents and one electronic copy of the same.
3. Additionally the City permit fee must be submitted.
Current Fees - Application Fee: \$3,800 | Trust Deposit: \$5,000.
4. Pre-submittal Conferences strongly encouraged. Contact the Department of Public Works at (310) 544-5252 to schedule an appointment at City Hall, 30940 Hawthorne Blvd., Rancho Palos Verdes, CA 90275.

CONTACT INFORMATION

Applicant Information

Name: _____ Title: _____
 Company: _____ Email: _____
 Address: _____
 Phone: _____ Fax: _____

Telecommunications Carrier Information

Name: _____ Title: _____
Company: _____ Email: _____
Address: _____
Phone: _____ Fax: _____
Radio Frequency to be Used at Proposed Location: _____

Pole Owner Information

Name: _____ Title: _____
Company: _____ Email: _____
Address: _____
Phone: _____ Fax: _____

PROPOSED SITE

Proposed EFR Name/Number _____
Proposed Site Location (nearest address, if applicable): _____

Zoning Designation of Proposed Site: _____
Pole Owner: _____
Pole ID Number (if applicable) _____
Cubic Feet of Equipment: _____

Collocation: Yes No

SUBMITTAL REQUIREMENTS
(See also Chapter 12.18.040 of the Municipal Code)

This application form must be completed and submitted to the City along with the applicable Permit Fee as set forth in the City’s current fee schedule (fee required for completeness). The following must be attached to the application:

- 1. Description of the Proposed Project and Qualification as an EFR. This must include the following elements. Mark as “*Exhibit 1.*”
 - a. A description of the proposed facility(ies), including a summary demonstrating that your proposal meets the definition of as an “eligible facilities request,” as defined under 47 CFR § 1.6100(b)(3) (or any successor provision), including whether the project is a collocated facility or the replacement, removal, or modification of an existing facility. This should include a list of all facilities and equipment proposed to be installed and the dimensions, weight, and manufacturer’s specifications for each.

- b. A description of all work required to install / modify the facility, including detailed descriptions of the site and all structure and facilities at the site, and information sufficient to establish that the proposed modification will not substantially change the physical dimension of the Eligible Support Structure (as defined by 47 CFR § 1.6100(b)(4)). Additionally, a description of the Eligible Support Structure must be included as set forth in item 1.c. below. The project description may include additional relevant information as to whether the Eligible Support Structure was or was not constructed or deployed in accordance proper local review, whether it was or was not required to undergo local review, or involves equipment that was not properly approved.
- c. Prior approval for Eligible Support Structure. Submit evidence that the Eligible Support Structure is currently in compliance with the City's prior approval for the structure, together with a certification that the applicant has reviewed the City approved plans on file for the existing installation, has conducted a site inspection of the existing installation and confirmed that the as-built installation is in compliance with City plans and conditions of approval. This shall include copies of all applicable local permits in-effect and as-built drawings of the current site. Mark as "*Exhibit 1.c.*"
- d. A description of the concealment elements and efforts to minimize visual impacts, if any, associated with the facilities as they will be modified, including but not limited to painting, and shielding as modified. The showing should be sufficient to demonstrate that the modifications will not defeat any existing concealment elements. If there will be no concealment elements, so state.
- e. A description of any ground disturbance necessary to complete the proposed project.
- f. A description of the site and any deployment outside the site necessary to complete the proposed project.
- g. A description of all changes made to the facility from the date of the original installation (whether or not approved) and a description of the changes in height since February 22, 2012, as well as copies of all permits and approvals applicable to the site since the date of its installation.

- 2. Dimension Drawings. Submit dimensioned drawings with specifications for each element of the wireless facility (including the baseline height of the Eligible Support Structure). Mark as "*Exhibit 2.*"

- 3. Color Photographs of Proposed Site. This shall include photos of Proposed Location from at least three vantage points. Mark as “*Exhibit 3.*”
- 4. Photo Simulations of Proposed EFR. This shall include photo simulations of the proposed EFR from at least three vantage points (including before and after 360 degree photo simulations). Mark as “*Exhibit 4.*”
- 5. Elevation/Construction Drawings. All dimensions must be shown in decimal feet (ft), and all volumes must be shown decimal cubic feet (ft³). Mark as “*Exhibit 5.*”
- 6. Site Plan. If not included elsewhere in the application, it must be included and marked as “*Exhibit 6.*”
- 7. Letter / Report Establishing Compliance with FCC OET Bulletin 65 (regarding RF emissions). Must be signed by a California licensed professional engineer with expertise in radio communications facilities and the calculation of RF emissions, which affirms, under penalty of perjury, that the proposed installation will be compliant with the FCC’s standards. Mark as “*Exhibit 7.*”
- 8. Regulatory Authorization. This shall include the regulatory status under Federal and California law to install EFR in the right-of-way which can be established by a CPCN, if applicable. Mark as “*Exhibit 8.*”
- 9. Property Owner Authorization. This may include a license, lease, or other authorization agreement with the infrastructure owner, together with notarized owner authorization for use of the structure, if applicable. Mark as *Exhibit 9.*”
- 10. Structural Sufficiency & Wind Load Analysis. [insert language]Provide a report with calculations to demonstrate sufficient structural integrity of the existing/proposed support structure, in compliance with applicable and current State and local building codes, and signed by a California licensed professional engineer qualified in structural engineering, containing the following: (i) in the case of a wireless facility attached to existing infrastructure, documentation of the ability of the structure to continue to support the antennas and any required maintenance; (ii) in the case of a facility with a support structure (e.g., monopole), documentation that the structure is capable of continuing to support the antennas (and any other equipment attached to or supported by the support structure) and complies with applicable laws and codes, as well as the structure’s capacity for additional collocated antennas; and (iii) a certification that the structure(s) on which the wireless facility (including all accessory equipment, such as radios, cabinets, etc.) is placed can continue to safely support the wireless facility; and that all elements of the wireless facility comply with applicable safety standards, including, without limitation, GO 95, 165, and 166. Mark as “*Exhibit 10.*”
- 11. Environmental Analysis (if applicable). Mark as “*Exhibit 11.*”
- 12. FAA documentation (if applicable). Mark as “*Exhibit 12.*”
- 13. Landscape Plan (if applicable). Mark as “*Exhibit 13.*”
- 14. Applicant’s City Business License. Mark as “*Exhibit 14.*”
- 15. Proof of Liability Insurance. Mark as “*Exhibit 15.*”

The individual executing this application represents and warrants that (i) he / she is duly authorized to execute and deliver this application on behalf of the named applicant and (ii) all information and materials provided herein are true, correct and complete.

Applicant Signature

Date

Print Name: _____

Print Title: _____