



# WIRELESS TELECOMMUNICATIONS PERMIT APPLICATION

DEPARTMENT OF DEVELOPMENT SERVICES  
333 W. OCEAN BLVD., 5<sup>TH</sup> FLOOR, LONG BEACH, CA 90802  
(562) 570-6194 FAX: (562) 570-6068  
lbs.longbeach.gov

**Project Address:** \_\_\_\_\_ Long Beach, CA 908 \_\_\_\_

Agent Name: \_\_\_\_\_ Ph: \_\_\_\_\_

Agent Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Email: \_\_\_\_\_

Agent Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Wireless Carrier Name: \_\_\_\_\_ Corporate Rep.: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Ph: \_\_\_\_\_

- This project is a:
- New wireless telecom facility where none currently exists
  - New co-location for this carrier at another carrier's existing wireless telecom facility
  - Modification to this carrier's existing wireless telecom facility at this site

- This site is:
- Roof/building mounted, or electrical transmission tower-mounted (a "base station")
  - Monopole- or other radio tower-mounted (a "tower")
  - Other (explain): \_\_\_\_\_
- (As "base station" and "tower" are defined in Section 1.40001(b)(1) and (9) of 47 CFR Part 1 Subpart CC)

Will this project cause a "substantial change" to an existing facility?  Yes  No  N/A  
(As "substantial change" is defined in Section 1.40001(b)(7) of 47 CFR Part 1 Subpart CC)

Is this an "eligible facilities request" under Section 6409(a) of the Spectrum Act?  Yes  No  
(As "eligible facilities request" is defined in Section 1.40001(b)(3) of 47 CFR Part 1 Subpart CC)

- Which federal "shot clock" applies to this application?
- 60-day "deemed granted" shot clock under Section 6409(a) of the Spectrum Act
  - 90-day shot clock under Section 332(c)(7) of the Communications Act
  - 150-day shot clock under Section 332(c)(7) of the Communications Act
  - Other or none (explain) \_\_\_\_\_

**See application submittal requirements on the next page and attach all required items. If this application is an eligible facilities request, you must submit for building and electrical plan check immediately in addition to this application, or your application will not be considered to have been submitted.**

BELOW THIS LINE FOR STAFF USE ONLY

<b>Required Permits:</b> <input type="checkbox"/> Building/Electrical only <input type="checkbox"/> Administrative Review <input type="checkbox"/> Wireless SPR <input type="checkbox"/> CUP	Application No.: _____	Filing Date: _____
	Environmental No.: _____	Received by: _____
	Project No.: _____	Assigned Planner: _____
	Council District: _____	

Effective April 8, 2015, all Planning applications for any work at a wireless telecommunications facility must be submitted using this form. Applications submitted on other forms will not be accepted.

**Applications are accepted Tues.–Thurs. by appointment only. Call (562) 570-6194 to schedule.**

## City of Long Beach | Planning Bureau

333 W. Ocean Blvd., 5<sup>th</sup> Floor Long Beach, CA 90802 (562) 570-6194 lbs.longbeach.gov

### Submittal Requirements for Wireless Telecom Applications

This list contains the application requirements for Planning permits (entitlements) for wireless telecom applications. Separate materials are required for submittal to plan check with Building & Safety. Please contact Building & Safety at (562) 570-6651 to determine their application requirements for plan check.

#### Required for All Wireless Applications:

- Wireless Telecom Application form
- Letter of Authorization from Carrier to Vendor
- Property Owner Permission, consisting of one of the following:
  - Letter of Authorization from Property Owner (this must be from the owner or property management company, and not from a lessee, i.e. tower management company, etc.), or
  - Copy of Carrier's Lease showing that carrier has explicit authorization to make alterations to the site without further property owner approval.

#### Additional Materials:

##### Site Plan Review Committee Approval (existing sites and new co-locations only)

- 1 full-size set of plans.
- 3 reduced-size sets of plans (11 × 17" or 50% of full-size plans).
- 3 sets of photo-simulations, with at least 3 views of the site. If no exterior visible work is proposed, photographs of the site may be substituted.
- List and map of all on-air sites in Long Beach belonging to the subject carrier.
- RF report prepared by 3<sup>rd</sup> party RF engineering consultant showing the site will comply with FCC regulations. This may be submitted after the final site design is established to avoid the need to revise the report.

##### Planning Commission Approval (new-build sites only)

- 3 full-size sets of plans.
- 15 reduced-size sets of plans (11 × 17" or 50% of full-size plans).
- 15 sets of photo-simulations with at least 3 views of the site.
- Coverage and propagation maps.
- Detailed alternatives analysis explaining options for co-location instead of a new-build site and discussing feasibility of each option.
- List and map of all existing sites (by all carriers) within a mile of the proposed site.
- List and map of all on-air sites in Long Beach belonging to the subject carrier.
- RF report prepared by 3<sup>rd</sup> party RF engineering consultant showing the site will comply with FCC regulations. This may be submitted after the final site design is established to avoid the need to revise the report.
- CEQA Categorical Exemption form.

These application requirements are subject to change and may be updated periodically at the discretion of the Zoning Administrator. If you have any questions about the application requirements, please call the Zoning Information Line at (562) 570-6194 prior to submittal.