CITY OF LONG BEACH

Community Development
Planning Bureau
411 W. Ocean Boulevard, 3rd Floor, Long Beach, CA 90802
562.570.6194 | longbeach.gov/lbcd

Wireless Telecommunications Facility Permit Application Supplement

- Complete this supplemental application form in addition to completing the Online Planning Permit Application.
- All submittals are via online portal only. In-person submittals shall not be accepted.
- Attach all required application materials listed on the second page of this application via online portal.
- If you submit the application after hours or on a non-business day, shot clock commences on the following business day.

Project Address: _____ Long Beach, CA 908_____

Wireless Carrier Name: _____ Corporate Officer *(not vendor)*: _____

Mailing Address: _____ Email: _____

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 1.6100(b)(1) and (9) of 47 CFR Part 1 Subpart U)

Will this project cause a "substantial change" to an existing facility? ☐ Yes ☐ No ☐ N/A

(As *"substantial change"* is defined in Section 1.6100(b)(7) of 47 CFR Part 1 Subpart U)

Is this an "eligible facilities request" under Section 6409(a) of the Spectrum Act? ☐ Yes ☐ No

(As *"eligible facilities request"* is defined in Section 1.6100(b)(3) of 47 CFR Part 1 Subpart U)

Which "shot clock" applies to this application?
- ☐ 60-day "deemed granted" shot clock under Section 1.6100(c)(2) of 47 CFR Part 1 Subpart U
- ☐ 90-day shot clock under Section 1.6003(c)(1) of 47 CFR Part 1 Subpart U
- ☐ 150-day shot clock under Section 1.6003(c)(1) of 47 CFR Part 1 Subpart U
- ☐ Other or none (explain) _____

See application submittal requirements on the next page and submit all required items. **If this application is an eligible facilities request, you should submit for building and electrical plan check immediately.**

City of Long Beach | Planning Bureau
Wireless Telecommunications Facility Permit Application Supplement

411 W. Ocean Blvd., 3rd Floor | Long Beach, CA 90802 | (562) 570-6194 | longbeach.gov/lbcd

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) 570-7648 or visit www.longbeach.gov/lbcd/building to determine the application requirements for plan check.

Required for All Wireless Applications:

- ☐ Planning Permit Application form – first four pages completed and signed.
- ☐ Wireless Telecommunications Facility Permit Application Supplement form.
- ☐ Letter of Authorization from Carrier to Vendor.
- ☐ 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.)
  ** A copy of redacted carrier's lease will not be accepted.*
  - ○ Proof of signing authority (articles of incorporation, LLC articles of organization, limited partnership agreement)
- ☐ Preliminary Title Report for subject property
- ☐ Payment of fees. *Application is not considered "submitted" and any applicable shot clock does not begin until fees have been paid.*

Additional Materials Required Based on Application Type:

Modifications to Existing Sites, and New Co-Location Sites (Site Plan Review – SPR Committee Approval)

- ☐ Plans in electronic format (pdf)
- ☐ Photo-simulations in electronic format (pdf), with at least 3 views of the facility. If no exterior visible work is proposed, digital photographs of the site (jpeg) may be substituted.
- ☐ RF compliance statement prepared by a licensed RF engineer, stating that the facility will comply with FCC regulations. This item only applies if antennas or transmitting facilities are being added or modified. This item may be deferred until prior to issuance of building permits.

New-Build Sites (Conditional Use Permit – Planning Commission Approval)

- ☐ Preliminary Title Report and Grant Deed for subject property
- ☐ Plans in electronic format (pdf)
- ☐ Photo-simulations in electronic format (pdf), with at least 3 views of the proposed facility.
- ☐ Coverage and propagation maps (pdf format).
- ☐ List and map of all existing sites (by all carriers) within a mile radius of the proposed site, and detailed alternatives analysis explaining options for co-location instead of a new-build site, discussing feasibility of each option, and why each of these sites is not suitable for co-location—best effort due diligence is required.
- ☐ List and map of all on-air sites in Long Beach belonging to the applicant carrier.
- ☐ RF report prepared by 3rd 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.
- ☐ Environmental Assessment form (available on www.longbeach.gov/lbcd/forms/).

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

To request this information in an alternative format or to request a reasonable accommodation, please contact the Community Development Department at longbeach.gov/lbcd or 562.570.3807. A minimum of three business days is requested to ensure availability; attempts will be made to accommodate requests with shorter notice.