

Small Wireless Facility (SWF) Application

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

INSTRUCTIONS

1. Review Ordinance No. 2019-457 adopting Chapter 13.16 Wireless Telecommunications Facilities in the Public Right of Way and Resolution No. 2019-23 adopting a SWF Policy with additional requirements; establishes regulations for Wireless Telecommunications Facilities in the Public Right-Of Way and design criteria.
2. Submit Application to City Engineering Division, Administrative Services at 141 Plumtree Drive. The application submittal must include 8 hard copies of the application and all submittal documents and one electronic copy of the same. Additionally the City permit fee must be submitted.
3. Comply with public notice requirements at Chapter 13.16, Municipal Code, Section 13.16.050 (B) (9) for Administrative WTFP.
4. Pre-submittal Conference strongly encouraged. Contact Adam Ojeda, City Engineer at aojeda@arvin.org contact phone number 661-854-2822 to schedule an appointment.

SMALL WIRELESS FACILITY (SWF) ENCROACHMENT AND PERMIT		
		Minimum Deposit Required
EP-5	Wireless Facility in Public Right of Way	\$1000.00
Maintenance Fee (Flat Fees) –		
	CMF-EP-4 - \$25.00	SUB-Total: + : \$25.00;
	FM-EA-5 b- \$100.00	+ : \$100.00;
	MF-GP-2: \$0.005 per Square foot of area	+ : \$;
	Calculate area of the project based on the site plan provided	
Total Due:		

Note: The deposit shall be drawn down as Staff and City Attorney expend time in reviewing and take action on the application. Should the City retain a specialist to the review of the application, additional deposits shall be required. Should the deposit balance become less than \$300.00 a new deposit shall be made within two business days upon notification. Should no additional deposit be received within the time limit, the processing of the application shall be suspended.

Date Received	
Staff Person Name:	
Receipt No.	

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 SWF 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: _____

**SUBMITTAL REQUIREMENTS
(See also Section 2.2 of the SWF Policy, Resolution No. 2019-23)**

- 1. Completed Application (this form) and SWF Permit Fee.
- 2. Narrative. This shall include details of proposed site, how it complies with 47 CFR 1.6002(l) and (m), how the site meets each required findings at section 13.16.060 Review procedure (C) Findings Required for Approval and efforts to minimize the visual impacts of the antennas and ancillary equipment. Mark as “*Exhibit C2.*”
- 3. Color Photographs of Proposed Site. This shall include photos of Proposed Location from at least three vantage points. Mark as “*Exhibit C3.*”
- 4. Photo Simulations of Proposed SWF. This shall include photo simulations of the proposed SWF from at least three vantage points. Mark as “*Exhibit C4.*”
- 5. Elevation/Construction Drawings. See Section 2.2 of the SWF Policy for detailed requirements. Mark as “*Exhibit C5.*”

- 6. Site Plan. If not included with *Exhibit C5*, it must be included and marked as “*Exhibit C6*”.
- 7. Map of Service Area for Proposed SWF. Mark as “*Exhibit C7*.”
- 8. Map Showing other existing and planned Wireless Telecommunications Facilities within or near the Service Area. Mark as “*Exhibit C8*.”
- 9. Letter of Establishing Compliance with FCC OET Bulletin 65 regarding RF emissions. Mark as “*Exhibit C9*.”
- 10. Evidence of Public Notice Requirements Met. Mark as “*Exhibit C10*.”
- 11. Regulatory Authorization. This shall include the regulatory status under Federal and California law to install SWF in the right-of-way which can be established by a CPCN, if applicable. Mark as “*Exhibit C11*.”
- 12. Site Agreement (applicable only to proposed sites on City-owned property). Mark as *Exhibit C12*.”
- 13. Acoustic Analysis. Demonstrate compliance with the noise requirements at Municipal Code, Section 13.16.050 (C) (13). Mark as “*Exhibit C13*.”
- 14. Wind Load Analysis. Mark as “*Exhibit C14*.”
- 15. Environmental Analysis (if applicable). Mark as “*Exhibit C15*.”
- 16. FAA documentation (if applicable). Mark as “*Exhibit C16*.”
- 17. Traffic Control Plan (if applicable). Mark as “*Exhibit C17*.”
- 18. Landscape Plan (if applicable). Mark as “*Exhibit C18*.”

Applicant Signature

Date

Print
Name: _____

Email:

Print Title: _____

Telephone Number: