



Administrative Wireless Telecommunications Facility Permit Application for Small Wireless Facilities (“SWF”)

Official Use: _____ Received: Initials ____ Date _____
City Staff Contact: _____ Email: _____

INTRODUCTION

1. All applicants seeking to install small wireless facilities (SWF) or modify and exiting SWF must complete this application and submit all documentation requested hereunder. A SWF permit is required for all facilities installed in the right-of-way for the provision of wireless services, including antennas, poles, towers, cables, and wires.
2. The following conditions must be met to apply for a small wireless facilities (SWF) permit:
 - a. SWF must be mounted on an existing or proposed structure 50 feet or less in height, including antennas, as defined in Title 47 C.F.R. Section 1.1320(d); or
 - b. SWF must be mounted on an existing or proposed structure no more than 10 percent taller than other adjacent structures, or
 - c. SWF must not extend an existing structure on which it is located to a height of more than 50 feet or by more than 10 percent, whichever is greater.

INSTRUCTIONS

1. Refer to Bell Municipal Code (“BMC”), Chapter 12.40, establishing regulations for Small Wireless Telecommunications Facilities in the Public Right-Of Way and the SWF Installation Guidelines.
2. Submit this application to the Engineering Division. The application submittal must include three (3) hard copies of the application with all required submittal documents and one electronic copy of the same as well as the City permit fee per the City’s Fee Resolution.
3. Comply with public notice requirements of the BMC, including Section 12.40.050(Y).
4. Pre-submittal Conferences are strongly encouraged. Contact the Engineering Division at (323) 923-2626 to schedule an appointment at City Hall, 6330 Pine Avenue, Bell, California 90201.

CONTACT INFORMATION

Applicant Information

Name: _____ Title: _____
Company: _____ Email: _____
Address: _____

Phone: _____ Fax: _____

Telecommunications Carrier Information

Name: _____ Title: _____
Company: _____ Email: _____
Address: _____

Phone: _____ Fax: _____

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 BMC Section 12.40.040 for the SWF Application Requirements)

This application form must be completed and submitted to the City along with the SWF application fee (Fee required for completeness). The following documents must be attached to the application:

- ☐ 1. To provide a summary demonstrating that your proposal meets the definition of a “Small Wireless Facility,” please list (in table form) the discrete callout, description of each element and volume. Specifically:
- a. Provide the volumetric sum of every item listed at the bottom of the table in the form. The table should appear very similar to the following example, and must contain all the columns shown in this example:

Call Out	Description of Element	Cubic Volume of Element	Government Use Only
	<i>Concrete Foundation</i>	___ <i>ft</i> ³	
	<i>Antenna Pole</i>	___ <i>ft</i> ³	
	<i>Conduit 1</i>	___ <i>ft</i> ³	
			
	<i>Remote Radio Unit</i>	___ <i>ft</i> ³	
	<i>DC Power Pack</i>	___ <i>ft</i> ³	
	<i>Mounting Bracket</i>	___ <i>ft</i> ³	
[LEAVE BLANK]		Total of above = _____ <i>ft</i> ³	[LEAVE BLANK]

- b. Identify and provide the height-width-depth (or as applicable the height-radius for canister/cylindrical antennas) dimensions of every antenna proposed for the SWF facility (without regard to whether the antenna transmits, receives, or both) including without limitation to panel antennas, omni-directional antennas, GPS-antennas, LMU antennas, microwave antennas, millimeter wave antennas, any and every other type of antenna to be placed in connection with the SWF. In addition, provide for each antenna a call-out listing the volume, including the dimensions of the mounting bracket if such a bracket is integrated into the antenna. Note that if the mounting bracket is not integrated into the antenna, it must be listed as part of the accessory equipment and accessory equipment dimensions. For every antenna, also list in table form the discrete callout, description of the element, and volumes of every antenna. The table should appear very similar to the following example, and must contain all of the columns shown below:

Call Out	Description of Element	Cubic Volume of Element	Government Use Only
			
			
			
			

		___ ft^3	
		___ ft^3	
		___ ft^3	
[LEAVE BLANK]		Total of above = _____ ft^3	[LEAVE BLANK]

Mark the completed tables as “*Exhibit 1.*”

- ☐ 2. Narrative. This must include details of the proposed site, how it complies with 47 CFR 1.6002(l) and (m), how the site meets each required findings at section 12.40.050(x) and efforts to minimize the visual impacts of the antennae and ancillary equipment. Further, if the proposed installation will include any above ground accessory equipment, detail why undergrounding the equipment is not technically feasible. 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 SWF. This shall include photo simulations of the proposed SWF from at least three vantage points. Mark as “*Exhibit 4.*”
- ☐ 5. Elevation/Construction Drawings. See Section 12.40.040(N) for detailed requirements. All dimensions must be shown in decimal feet (ft), and all volumes must be shown decimal cubic feet (ft³). Accessory Equipment must be compliant to the Design and Development Standards per Section 12.40.060 Mark as “*Exhibit 5.*”
- ☐ 6. Site Plan. If not included with *Exhibit 5*, include and mark as “*Exhibit 6.*”
- ☐ 7. Map of Service Area for Proposed SWF. Mark as “*Exhibit 7.*”
- ☐ 8. Map Showing other existing and planned Wireless Telecommunications Facilities within or near the Service Area. Mark as “*Exhibit 8.*”
- ☐ 9. Letter of Establishing Compliance with FCC OET Bulletin 65 regarding RF emissions. Mark as “*Exhibit 9.*”
- ☐ 10. Public Notice. Submit mailing list and two sets of labels for all properties and record owners of properties within 300 feet of the proposed location. Submit evidence demonstrating all public notice requirements have been met. Mark as “*Exhibit 10.*”
- ☐ 11. Regulatory Authorization. This must 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 11.*”
- ☐ 12. Site Agreement or Authorization (license, lease, or other authorization or agreement with the pole owner, if applicable). Mark as *Exhibit 12.*”
- ☐ 13. Acoustic Analysis. Demonstrate compliance with the noise requirements of the BMC particularly Chapter 8.28 (Noise). Mark as “*Exhibit 13.*”
- ☐ 14. Wind Load Analysis. Mark as “*Exhibit 14.*”
- ☐ 15. Environmental Analysis (if applicable) or any and all documentation establishing the proposed SWF is exempt from CEQA. Mark as “*Exhibit 15.*”
- ☐ 16. FAA documentation (if applicable). Mark as “*Exhibit 16.*”
- ☐ 17. Traffic Control Plan (if applicable). Mark as “*Exhibit 17.*”
- ☐ 18. Landscape Plan (if applicable). Mark as “*Exhibit 18.*”
- ☐ 19. City Business License. Mark as “*Exhibit 19.*”
- ☐ 20. Proof of Liability Insurance. Mark as “*Exhibit 20.*”
- ☐ 21. Prohibition of Services. If the applicant contends that denial of the application would prohibit or effectively prohibit the provision of service in violation of federal law, or otherwise violate applicable law, the application must provide all information on which the applicant relies on in support of that claim. Mark as “*Exhibit 21.*”

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:
