



TELECOMMUNICATIONS FACILITY INFORMATION HANDOUT

Fees: See [Fee Schedule](#)

To apply, download the [Telecommunications Facility Application Checklist](#).

Purpose

The purpose of this handout, together with Chapter 14.44 of the Petaluma Municipal Code and corresponding chapters in the Implementing Zoning Ordinance (IZO), is to provide a set of standards for the development of telecommunication facilities and installation of antennas.

The regulations set forth have been designed to protect and promote public health, safety, community welfare and the aesthetic quality of Petaluma, without unduly restricting the development of needed telecommunications facilities. Petaluma also wishes to encourage important amateur radio installations, the managed development of telecommunications infrastructure, and balance public concerns with private interests in establishing such facilities.

Different types of Telecommunications Facilities and corresponding applications

There are four types of Telecommunications Facilities with different application procedures and fees:

No.	Type	Permits required	Estimated Fees/Deposits (incl. 9% overhead fee.)
1	Exempt Telecommunications Facilities	<ul style="list-style-type: none"> No Telecommunications Facility application required Considered a Mini Facility if in Historic district 	No fee where no permit is required
2	Mini Telecommunications Facilities	<ul style="list-style-type: none"> Use the Telecommunications Facility Application to apply for a Admin SPAR Administrative Historic & Cultural Review (if in Historic District) 	Cost Recovery Deposit for Minor / Major CUP, Admin. / Major SPAR, Historic Review: See Fee Schedule .
3	Minor Telecommunications Facilities	<ul style="list-style-type: none"> Use the Telecommunications Facility Application to apply for a Minor CUP; Major CUP if in Historic District Administrative Site Plan and Architectural Review (SPAR) Historic and Cultural Review if applicable 	
4	Major Telecommunications Facilities	<ul style="list-style-type: none"> Use the Telecommunications Facility Application to apply for a Major CUP Site Plan and Architectural Review Historic and Cultural Review if applicable 	
5	For commercial carriers or service providers: Telecommunications Carriers and Providers Registration Form	<ul style="list-style-type: none"> Telecommunications Carriers and Providers Registration Form 	Flat Fee: See Fee Schedule .
6	For Telecommunications Facilities: Telecommunications Facility Removal Agreement	<ul style="list-style-type: none"> Telecommunications Facility Removal Agreement 	Removal Deposit: See Fee Schedule .

Note: Use permits shall be reviewed every ten years. This usually excludes exempt and mini facilities.

City of Petaluma Planning Division

11 English Street, Petaluma, CA 94952

Hours: 8 am – 12 pm and 1 pm – 5 pm,

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T: (707) 778-4470

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Summarized Definitions

A Telecommunications Facility is one that transmits and/or receives electromagnetic signals. It includes antennas, microwave dishes, horns, and other types of equipment for the transmission or receipt of such signals, telecommunication towers or similar structures supporting said equipment, equipment buildings, parking areas, and other accessory development.

Ask a planner if you are not sure what type of facility to apply for. For a more detailed description of these facilities, please see the [Appendix on detailed definitions](#).

Exempt Facility:

An Exempt facility is an Accessory Use in a non-historic residential district, and no special permit is required. An Exempt facility located in a Historic District or on the site of a designated landmark is considered a Mini Facility subject to administrative Historic and Cultural Preservation approval as prescribed in Section 15.050.

(Includes: 25' TV or Radio Antenna, 35' CB or Ham, 3' diameter or less satellite dishes, All CB or Ham towers in existence as of 11/21/96, Public SCADA systems up to 35' tall.)

Mini Facility:

A Mini Facility is an Accessory Use subject to administrative site plan and architectural review approval. When a Mini facility is located in a Historic District or on the site of a designated landmark, the following special permits are required:

- a. Administrative Site Plan & Architectural Review for setbacks, screening, and anti-climbing devices;
- b. Administrative Historic and Cultural Review (if in historic district)

(Includes: 50' TV or Radio Antenna, 70' CB or Ham, >3' but <8' diameter satellite dish for the use of residential tenants only and does not exceed ridgeline of primary structure, no more than 3 antenna for use by commercial or industrial tenant, replacement of facilities approved since 11/21/96 with the same or smaller facility.)

Minor Facility:

A Minor facility requires approval of a minor conditional use permit and administrative site plan and architectural review approval. When a Minor facility is located in a Historic District or on the site of a designated landmark, approval of a major conditional use permit and Historic and Cultural Preservation Committee approval are required.

(Includes: TV and radio Facilities more than 35', CB or Ham facilities more than 70', >8' diameter dishes for tenant use only, certain commercial facilities, less than 35' whip (omni) antenna 4' or less in diameter, panel antenna, less than 4' in height and less than 48 square inches aggregate, more than total 3 dishes or antenna on a site, public or quasi public use antenna less than 50' on City property, R&D facilities for private use (at the discretion of the Director), all other facilities less than 70'.)

Major Facility:

A Major facility is one that does not fall into the exempt, mini, or minor categories above. It requires approval of a major conditional use permit and Site Plan and Architectural Review Committee approval.

Registration:

Registration is required of all telecommunications carriers and providers. This is to provide the City with accurate and current information about the carrier or provide and ensure alignment with the City's code.

Removal Agreement:

The setup and maintenance of a Telecommunications Facility requires careful analysis and monitoring of its effects on public health and the surrounding environment. The removal agreement is to be signed when a new facility is erected, and the fee for the agreement becomes the said Trust Fund that serves as a guarantee for the costs of maintenance and/or removal of the proposed Facility and for associated administrative costs.

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General Requirements (applies to all Telecommunications Facilities)

The following requirements shall be met for all telecommunications facilities in any zoning district:

1. Any applicable general plan goals, objectives, programs and policies, specific plan, PUD standards, design guidelines, and the permit requirements of any agencies which have jurisdiction over the project;
2. All the requirements established by the other chapters of the Petaluma Municipal Code and Petaluma zoning ordinance that are not in conflict with the requirements contained in this chapter;
3. The Uniform Building Code, National Electrical Code, Uniform Plumbing Code, Uniform Mechanical Code, and Uniform Fire Code, where applicable;
4. Any applicable airport land use compatibility criteria/policies and Federal Aviation Administration regulations;
5. Any applicable easements or similar restrictions on the subject property, including adopted PUD standards;
6. Facilities and minor antennas cannot be located in any required yard setback area of the zoning district in which it is located with the exception of possible encroachment of the antenna array into airspace over said setback;
7. All setbacks shall be measured from the base of the tower or structure closest to the applicable property line or structure;
8. All commercial telecommunication facilities and minor antenna shall comply at all times with all FCC rules, regulations, and standards;
9. All telecommunication facilities shall maintain in place a security program, when determined necessary by and subject to the review and approval of the police chief that will prevent unauthorized access and vandalism;
10. Satellite dish and parabolic antennas shall be situated as close to the ground as possible to reduce visual impact without compromising their function; and
11. All telecommunications carriers and providers engaged in the business of transmitting, supplying or furnishing of telecommunications originating or terminating in the City of Petaluma, shall register with the City pursuant to Section 14.44.040 of Petaluma's Municipal Code.

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Zoning Information

Zoning District	Type of Telecommunications Facility			
	Exempt	Mini	Minor	Major
OSP	A	A	CUP	CUP
AG	A	A	--	--
RR	A	A	--	--
R1	A	A	--	--
R2	A	A	--	--
R3	A	A	--	--
R4	A	A	--	--
R5	A	A	--	--
C1	A	A	CUP	CUP
C2	A	A	CUP	CUP
MU1A	A	A	CUP	CUP
MU1B	A	A	CUP	CUP
MU1C	A	A	--	--
MU2	A	A	CUP	CUP
BP	A	A	CUP	CUP
I	A	A	CUP	CUP
CF	A	A	CUP	CUP

Note: A = Allowed

A Telecommunication facility shall comply with the development standards for the zoning district in which the facility is located, the City's Telecommunications Ordinance, and all other applicable City requirements.

Height limits include buildings or structures on which antennas are mounted. Base antenna or tower cannot be located within setbacks of the underlying zoning district (exceptions may be allowed with major use permits). Arrays may overhang setback. See [Chapter 12.020F of the Implementing Zoning Ordinance](#) for allowable modifications to the Maximum height limit.

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