



WIRELESS TELECOMMUNICATIONS FACILITY PERMIT APPLICATION CHECKLIST

INSTRUCTIONS:

Applicants must submit the Wireless Telecommunications Facility Permit Application Cover Page and this Application Checklist, together with all information and materials provided in the Application Guidelines. City staff may deem the application incomplete if the applicant fails to include any required information or materials.

Applications are by appointment only. For an appointment, contact the Planning Division. Any application received without an appointment, whether delivered in-person, by mail, online or through any other means, will not be considered duly filed.

Applicant:

Name: _____

Company: _____

Mailing Address: _____

City, State, Zip: _____

Phone: _____

Fax: _____

E-mail: _____

Site Location and Description:

Project Name: _____

Project Address: _____

APN (if applicable): _____

Zoning Designation: _____

General Plan Designation: _____

Historic Designation (if applicable): _____

Pole Coordinates (if applicable): _____

Pole Number (if applicable): _____

Present Use of Site Location: _____

Project Description:

STAFF USE ONLY

Permit/Application Number: _____

Pre-Application Conference Date (if applicable): _____

Community Meeting Date (if applicable): _____

Received By: _____

Application Submittal Date: _____

Completeness Review Deadline: _____

APPLICATION CHECKLIST – REQUIRED MATERIALS	SUBMITTED?
1. WIRELESS TELECOMMUNICATIONS FACILITY PERMIT APPLICATION COVER PAGE	<input type="checkbox"/>
2. GENERAL APPLICATION FORM	<input type="checkbox"/>
3. CONDITIONAL USE PERMIT APPLICATION CHECKLIST	<input type="checkbox"/>
4. SITE PLAN & ARCHITECTURAL REVIEW APPLICATION CHECKLIST	<input type="checkbox"/>
5. WIRELESS TELECOMMUNICATIONS CARRIERS & PROVIDERS REGISTRATION FORM	<input type="checkbox"/>
6. APPLICATION FEES AND COST RECOVERY FORM	<input type="checkbox"/>
7. PROJECT PLANS	<input type="checkbox"/>
8. SITE PHOTOS AND PHOTO SIMULATIONS	<input type="checkbox"/>
9. REGULATORY AUTHORIZATIONS AND APPROVALS	<input type="checkbox"/>
10. PROPERTY OWNER’S AUTHORIZATION / TITLE REPORT	<input type="checkbox"/>
11. PROJECT EVALUATION	<input type="checkbox"/>
12. PROJECT PURPOSE AND TECHNICAL OBJECTIVES	<input type="checkbox"/>
13. ALTERNATIVES ANALYSIS	<input type="checkbox"/>
14. RADIO FREQUENCY COMPLIANCE REPORT	<input type="checkbox"/>
15. ACOUSTIC ANALYSIS	<input type="checkbox"/>
16. STRUCTURAL ANALYSIS	<input type="checkbox"/>
17. LANDSCAPE PLANS	<input type="checkbox"/>
18. ENVIRONMENTAL INFORMATION	<input type="checkbox"/>
19. HAZARD ASSESSMENT	<input type="checkbox"/>
20. MASTER PLAN	<input type="checkbox"/>

City of Petaluma Planning Division

11 English Street, Petaluma, CA 94952

Hours: Please visit our website for current hours

Monday through Thursday. Closed every Friday.

T: (707) 778-4470

For faster responses, please e-mail us at:

petalumaplanning@cityofpetaluma.org

<https://cityofpetaluma.org/departments/planning/>

WIRELESS TELECOMMUNICATIONS FACILITY APPLICATION GUIDELINES – REQUIRED MATERIALS

Proposals to construct, install, modify and/or operate wireless communication facilities require additional information and materials in order to evaluate compliance with the Petaluma Municipal Code and Implementing Zoning Ordinance subject to certain federal and state laws. These Application Guidelines specify those requirements that any applicant must submit for a complete permit application for a wireless telecommunication facility (“WTF”), pursuant to the rules and regulations in Chapter 14.44 of the Petaluma Municipal Code and Section 7.090 of the Implementing Zoning Ordinance as either may be amended or superseded.

For the City to deem complete any permit application for a WTF, the applicant must submit all the applicable application materials listed below with the following instructions in these Application Guidelines. **Applications that do not contain all applicable materials in these Application Guidelines, the Petaluma Municipal Code, the Implementing Zoning Ordinance and any other publicly available guidelines may be deemed incomplete.**

1. WIRELESS TELECOMMUNICATIONS FACILITY PERMIT APPLICATION COVER PAGE

Instructions: Complete the Wireless Telecommunications Facility Permit Application Cover Page available on the City’s website at <https://cityofpetaluma.org/planning-wireless-telecommunication/> or in-person at the City’s Planning Division. Label the Wireless Telecommunications Facility Permit Application Cover Page “**Attachment 1 – Wireless Application Cover Page**” and attach it to this application.

2. GENERAL APPLICATION FORM

Instructions: Complete the General Application Form available on the City’s website at <https://cityofpetaluma.org/documents/planning-general-app/> or in-person at the City’s Planning Division. Label the General Application Form “**Attachment 2 – General Application Form**” and attach it to this application.

3. CONDITIONAL USE PERMIT APPLICATION CHECKLIST

Instructions: Complete the Conditional Use Permit Application Checklist for a Minor or Major Conditional Use Permit, as applicable to the proposed project, available on the City’s website at <https://cityofpetaluma.org/planning-wireless-telecommunication/> or in-person at the City’s Planning Division. To the extent that any requirements in the Conditional Use Permit Application Checklist conflict with any requirements in these Application Guidelines, the requirements in these Application Guidelines shall control. To the extent that any requirements in the Conditional Use Permit Application Checklist are duplicative with any requirements in these Application Guidelines, attach the required information or materials as provided herein. Label the Conditional Use Permit Application Checklist “**Attachment 3 – Conditional Use Permit Application Checklist**” and attach it to this application.

4. SITE PLAN & ARCHITECTURAL REVIEW APPLICATION CHECKLIST

Instructions: Complete the Site Plan & Architectural Review Application Checklist for a Minor/Administrative, Major or Historic SPAR, as applicable to the proposed project, available on the City’s website at <https://cityofpetaluma.org/documents/spar-checklist/> or in-person at the City’s Planning Division.

To the extent that any requirements in the Site Plan & Architectural Review Application Checklist conflict with any requirements in these Application Guidelines, the requirements in these Application Guidelines shall control. To the extent that any requirements in the Site Plan & Architectural Review Application Checklist are duplicative with any requirements in these Application Guidelines, attach the required information or materials as provided herein. Label the Site Plan & Architectural Review Application Checklist “**Attachment 4 – Site Plan & Architectural Review Application Checklist**” and attach it to this application.

5. WIRELESS TELECOMMUNICATIONS CARRIERS & PROVIDERS REGISTRATION FORM

Instructions: Provide a copy of the applicant’s previously completed and approved Wireless Telecommunications Carriers & Providers Registration Form. If the applicant does not have a previously approved Wireless Telecommunications Carriers & Providers Registration Form, complete the Wireless Telecommunications Carriers & Providers Registration Form available on the City’s website at <https://cityofpetaluma.org/planning-wireless-telecommunication/> or in-person at the City’s Planning Division. Label the Wireless Telecommunications Carriers & Providers Registration Form “**Attachment 5 – Wireless Telecommunications Carriers & Providers Registration Form**” and attach it to this application.

6. APPLICATION FEES AND COST RECOVERY FORM

The applicant must submit the appropriate permit application fees and/or deposits based on the City’s Fee Schedule for current year, available on the City’s website at <https://cityofpetaluma.org/documents/planning-fee-schedule/> or in-person at the City’s Planning Division, for the Conditional Use Permit Application Checklist, the Site Plan & Architectural Review Application Checklist and the Wireless Telecommunications Carriers & Providers Registration Form as applicable. The applicant must also complete and submit the Cost Recovery Form available on the City’s website at <https://cityofpetaluma.org/documents/cost-recovery-form/> or in-person at the City’s Planning Division. The applicant shall be responsible for all costs for any independent technical expert review of these application materials pursuant to Petaluma Municipal Code § 14.44.130(B). Label the Cost Recovery Form “**Attachment 6 – Cost Recovery Form**” and attach it to this application.

7. PROJECT PLANS

Instructions: Provide Two (2) sets, drawn to scale, no larger than 11” x 17” or 12” x 18” of complete project plans with digital files in legible portable document format (PDF). Label this information “**Attachment 7 – Project Plans**” and attach it to this application. In addition to the requirements described in the Petaluma Municipal Code, the project plans must contain all the following:

7.1. Cover Sheet

A complete cover sheet must include at a minimum:

- a. a detailed project description that specifies the proposed installation and/or modifications;
- b. site information that includes the site address, assessor’s parcel number, site latitude and longitude, zoning classification, pole number (if applicable), site map, and the contact information for the property owner, applicant, and the project team;

- c. legend on the first sheet identifying each sheet in the plan set;
- d. name and phone number of person preparing plan.

7.2. Site Development Plan

Only a California Registered Civil Engineer or licensed surveyor may prepare the site development plan. A complete site development plan must include:

- a. a north arrow, date, scale (minimum scale of 1/16" for site plan and 1/8" for all other drawings) and legend;

Note: If site or building is too large to fit on sheets at minimum scale, provide one (1) additional larger set meeting minimum scale. Label the scale at full and reduced plan sizes (i.e., 1/4" at 24" x 36", 1/8" at 12" x 18" paper). These plans are often released to the public on paper no larger than 8½" x 11", and plans must be formatted so that all images and text are legible at this size. Additional plan sets may be required by the project planner, if necessary to facilitate project review. Also, **for any project subject to review at a public hearing**, nine (9) additional 11" x 17" or 12" x 18" sets must be submitted at least two weeks prior to the hearing.

- b. plan-view drawings, which include:
 - 1. the entire property or right-of-way block with the proposed project improvements, including distances from the proposed facility to the property lines;
 - 2. detailed before-and-after views of the any and all poles, posts, pedestals, traffic signals, towers, streets, sidewalks, pedestrian ramps, driveways, curbs, gutters, drains, handholes, manholes, fire hydrants, equipment cabinets, antennas, cables, trees and other landscape features;
 - 3. detailed before-and-after views for each antenna sector;
 - 4. detailed before-and-after views for any equipment pads, shelters, enclosures, rooms, vaults and/or platforms;
 - 5. all existing and proposed equipment (including the point of origin and point of connection for all power and telco utilities) with all dimensions, labels and ownership identifications clearly called out;
 - 6. all existing and proposed radio frequency mitigation and safety measures required for radio frequency exposures in excess of the uncontrolled/general population limit and/or the controlled/occupational limit as identified in the required radio frequency compliance report (including but not limited to all physical barriers, posts, safety chains or other restraints, colored striping in one or more colors, and warning signage or written notifications of various types);

7. all existing and proposed security considerations (including anti-climbing measures, fencing and screening);
 8. boundaries for all areas leased/licensed in connection with the wireless site with all dimensions clearly shown and called out;
 9. boundaries for all easements, encroachments and/or other rights-of-way for access and utilities in connection with the wireless site with all dimensions clearly shown and called out;
 10. all existing and proposed primary and backup utilities, including without limitation all cables, connectors, risers, conduits, cable shrouds, trays, bridges and/or doghouses, transformers, disconnect switches, panels, meters, pedestals, cabinets, vaults, handholes, generators and/or generator sockets;
- c. detailed before-and-after elevation drawings from all four cardinal directions, which include:
1. all existing and proposed structures, improvements and/or fixtures with all dimensions clearly called out within 500 feet of the proposed project site;
 2. detailed before-and-after depictions of the any and all poles, posts, pedestals, traffic signals, towers, streets, sidewalks, pedestrian ramps, driveways, curbs, gutters, drains, handholes, manholes, fire hydrants, equipment cabinets, antennas, cables, trees and other landscape features;
 3. all existing and proposed equipment with all dimensions, labels and ownership identifications clearly called out;
 4. all existing and proposed security considerations (including anti-climbing measures, fencing and screening);
 5. for projects in the public right-of-way, all existing and proposed fiber optic cables, conduits, risers, guy wires, anchors, primary and secondary power lines clearly called out;
- d. callouts and notes for any proposed new or extended concealment elements, including all paint colors and codes;
- e. depictions of the applicant's plan for electric and data backhaul utilities, which includes the locations for all conduits, cables, wires, handholes, junctions, transformers, meters, disconnect switches and points of connection;
- f. detail of base or method of attachment for all equipment, structures, improvements and/or fixtures;
- g. a demonstration that proposed project will be in full compliance with all applicable health and safety laws, regulations or other rules, which includes without limitation all building codes, electric codes, local street standards and specifications, and public utility regulations and orders.

7.3. Equipment Inventory

All equipment must be inventoried with the following information for each component in a separate cut sheet:

- a. manufacturer and model number;
- b. basic dimensions (height, width, length and weight).

Note: If the proposed project is for an WTF in the public right-of-way, the project plans must contain the following additional materials and information noted in Sections 7.4-7.6 that follow:

7.4. Site Survey

Only a California Registered Civil Engineer or licensed surveyor may prepare the site survey. A complete site survey must include:

- a. a north arrow, date, scale and legend;
- b. private and public property boundaries and right-of-way boundaries with all bearings, distances, monuments, iron rods, caps or other markers clearly shown and called out within 75 feet from the proposed project site;
- c. location of all traffic lanes within 75 feet from the proposed project site;
- d. location of above and below-grade utilities and related structures and infrastructure within 75 feet from the proposed project site;
- e. location of all fire hydrants, roadside call boxes and other public safety infrastructure within 75 feet from the proposed project site;
- f. location of all streetlights, decorative poles, traffic signals and permanent signage, sidewalks, driveways, parkways, curbs, gutters and storm drains, benches, trash cans, mailboxes, kiosks and other street furniture within 75 feet from the proposed project site;
- g. location of all existing trees, planters and other landscaping features within 75 feet from the proposed project site, including any trees at least 4 inches in diameter at a point approximately 4.5 feet above ground;
- h. boundaries for all areas leased/licensed in connection with the wireless site with all dimensions clearly shown and called out;
- i. boundaries for all easements and/or dedications with all dimensions clearly shown and called out;
- j. all access points and/or access routes to the nearest public right-of-way;
- k. approximate topographical contour lines with elevations called out;

- l. all structures or improvements on the property;
- m. all structures or improvements within the public right-of-way within any block partially or entirely occupied by the project and any elements thereof;
- n. all structures or improvements on adjacent parcels within 75 feet from the property line;
- o. wet stamp and wet signature from preparer;
- p. general specifications and notes identifying the applicable public health and safety codes and standards.

7.5. Traffic Control Plans

Provide engineered traffic control plans that show the traffic control for the project. The plans must be drawn in accordance with the latest version of the California Manual on Uniform Traffic Control Devices by a registered California civil engineer or traffic engineer. The preparer's stamp and signature must be shown on the plans.

7.6. Fiber Network Plan

To the extent that the project requires running new fiber optic cables to the proposed node, the plans must include a street map view that shows all the proposed nodes in the deployment, clearly labeled with pole number and/or site ID, the hub or base station that serves the nodes in the deployment, all fiber optic cable routes that connect the nodes to the hub, and a legend that identifies any symbols, colors or other items on the map. The fiber plans should clearly identify all meet-me points and points of connection. Even if the fiber deployment will be performed by a third-party vendor, the applicant for wireless nodes must disclose all known or reasonably foreseeable fiber network elements.

8. SITE PHOTOS AND PHOTO SIMULATIONS

Instructions: Provide site photos and photo simulations that would allow the City to visualize the applicant's proposed project as constructed. The photo simulations must be in a high-resolution format and show the proposed facility from reasonable line-of-sight locations that would accurately and reliably reflect the appearance of the proposed facility and/or modifications as-built. Label these photo simulations "**Attachment 8 – Site Photos and Photo Simulations**" and attach them to this application. Except as otherwise provided, photo simulations must contain all the following:

8.1. Current Site Photos

Current site photos must include:

- a. photos of the existing site from at least three different reasonable line-of-sight locations from public streets or other publicly available areas;
- b. a map detail showing each location where a photograph was taken, the proposed site and the

direction to the site from each photo location.

8.2. Photo Simulations

Photo simulations must include:

- a. an accurate and reliable visual representation of the proposed WTF from the same reasonable line-of-sight locations used in the current site photos and must include without limitation all interconnecting cables, conduits, brackets, and electronic equipment such as antennas, radio units and powering equipment;
- b. at least one photo simulation depicting the proposed WTF from a vantage point approximately 50 feet from the proposed support structure or location;
- c. a map detail showing each location where a photograph was taken, the proposed site and the direction to the site from each photo location.

9. REGULATORY AUTHORIZATIONS AND APPROVALS

Instructions: Provide true and correct copies of all the following:

9.1. Local Regulatory Approvals

Provide copies of all permits and/or other regulatory approvals issued by the City (or other local public agency with jurisdiction over the proposed site) for installation, construction, modification or maintenance of the proposed WTF if any such permits have been issued. Such permits include, but are not limited to: public right-of-way permits, encroachment permits, building permits, and electrical permits. Label this documentation “**Attachment 9.1 – Local Regulatory Approvals**” and attach it to this application.

9.2. FCC Licenses

If the applicant proposes to operate in FCC-licensed spectrum, provide proof of licenses for all planned operating bands in the applicable geographic market(s). Alternatively, the applicant may provide a URL address or written instructions on where to find such licenses in publicly available FCC resources. Label this documentation “**Attachment 9.2 – FCC Licenses**” and attach it to this application.

9.3. FAA Forms

If the proposed wireless facility requires the applicant to file FAA form 7460 or other documentation under Federal Aviation Regulation Part 77.13 *et seq.*, or under other FCC rules, provide such documentation. Label this documentation “**Attachment 9.3 – FAA Forms**” and attach it to this application.

9.4. State Regulatory Authorization

For facilities proposed in the public rights-of-way, the applicant must submit evidence of the applicant’s regulatory status under California law to provide the services and construct the facility proposed in the

application. Applicants may provide a URL address or written instructions on where to find the regulatory status (e.g., CPCN or WIR) in publicly available resources. Label this documentation “**Attachment 9.4 – State Regulatory Authorization**” and attach it to this application.

9.5. Underground Service Alert Membership

Provide evidence that the applicant is a member in good standing with the Underground Service Alert of Northern California and Nevada. Label this documentation “**Attachment 9.5 – Underground Service Alert Membership**” and attach it to this application.

10. PROPERTY OWNER’S AUTHORIZATION / TITLE REPORT

Instructions: Provide evidence of the property owner’s authorization to file this application. If the property owner is a corporation, the names, addresses and titles of all officers of the corporation must accompany this application. If the property owner is a partnership, the names and addresses of all general partners must accompany this application. If the property owner is a limited liability company that is managed by its members or managers, the names and addresses of all managing members or managers must accompany this application.

10.1. Property Owner’s Authorization

If the applicant does not own the subject property or support structure, provide a written authorization executed by the property owner(s) that authorizes the applicant to file the application and perform the work to the extent described in the application. The property owner’s signature must be an original and duly notarized. If an authorization for a corporation, partnership or limited liability company is executed by a person other than a corporate officer, general partner or managing member or manager, as may be applicable, the applicant must submit documentation such as a corporate resolution, articles of organization or the operating or partnership agreement evidencing that such other person has the authority to bind the property owner. For facilities on joint utility poles, the applicant must submit the standard authorization form the joint utility association uses to demonstrate that the applicant has the authority to perform the installation or modification. The standard authorization form must be accompanied by evidence that the applicant is a current member of the joint utility organization. If the joint utility association’s authorization is only effective if there is no response or objection to the application from any other members of the joint utility organization after a certain period of time, provide evidence or a written statement that the application received no responses or objections from other members of the joint utility association during the required time period. Label this authorization “**Attachment 10.1 – Property Owner’s Authorization**” and attach it to this application.

10.2. Title Report

Provide a duly certified title report prepared within the thirty days prior to the application filing date that clearly describes the subject property and identifies the current owner(s) of the property. City staff will use the title report to verify the property owner’s identity. Label this documentation “**Attachment 10.2 – Title Report**” and attach it to this application. This attachment is not required for a project proposed in the public right-of-way.

11. PROJECT EVALUATION

Instructions: Provide a detailed written analysis that describes how the proposed WTF complies with all the requirements in the Petaluma Municipal Code and Implementing Zoning Ordinance, which includes without limitation the general requirements listed at Petaluma Municipal Code § 14.44.030, the definition of the telecommunications facility type that applicant is applying for pursuant to Petaluma Municipal Code § 14.44.020(S) (e.g., exempt, major, mini, minor, etc.), the basic requirements for the telecommunications facility type that applicant is applying for in Petaluma Municipal Code § 14.44.075 through 14.44.095 as applicable, location and design requirements in the Petaluma Municipal Code and Implementing Zoning Ordinance, and federal and state law, as applicable. Label this analysis “**Attachment 11 – Project Evaluation**” and attach it to this application.

12. PROJECT PURPOSE AND TECHNICAL OBJECTIVES

Instructions: Provide the following information to demonstrate the intended technical service objectives and the nature of the existing service capabilities of the applicant’s network in the area that would be served by the proposed facility or enhanced by the proposed modification. Label this analysis “**Attachment 12 – Project Purpose and Technical Objectives**” and attach it to this application.

12.1. Dominant Project Purpose

Identify and describe the dominant project purpose. Possible responses analyze whether the proposed facility or modification will:

- a. add new personal wireless service coverage to an area in which the licensee does not currently provide any personal wireless service coverage;
- b. add new personal wireless service capacity to an area in which the licensee currently provides personal wireless service coverage.

Note which apply and explain why one or both apply. If the project has a different dominant purpose from the options described above, provide such purpose in full detail.

12.2. Technical Objectives

Provide a detailed written statement that describes the technical objectives the applicant intends the proposed wireless facility to achieve and the factual reasons why the proposed location, centerline height and equipment configuration are necessary to achieve those objectives. In addition, the statement must include all the following required information and/or materials:

- a. a street-level map that shows the general geographic area of the service area(s) to be improved through the proposed wireless facility (the “**Service Area**”);
- b. full-color signal propagation maps in scale with the street level map that show current and predicted service coverage in the area for all active frequencies in RSRP (or other relevant signal level or quality indicator) and with a legend that describes the objective signal levels in dBm that

correspond to any colors used to depict signal levels on such propagation maps;

- c. a written narrative that describes the uses (commercial, residential, primary thoroughfare, highway, etc.) within the Service Area, and the manner in which those uses would be negatively affected if the Service Area were to remain unaddressed;
- d. a statement as to whether the applicant conducted any drive test(s) and, if so, all drive test results and data (in .XLS or .CSV or similar format) together with a report that describes how and when the applicant conducted such test(s).

13. ALTERNATIVES ANALYSIS

Instructions: Provide a detailed written analysis that describes how the proposed WTF complies with all the requirements in the Petaluma Municipal Code and Implementing Zoning Ordinance and all the alternative locations and designs considered before the applicant submitted this application. Label this analysis “**Attachment 13 – Alternatives Analysis**” and attach it to this application.

The analysis must include all the following required information and/or materials:

- a. an aerial map that shows the general geographic area of the proposed location annotated to show:
 1. all existing wireless facilities within the City;
 2. the search ring used for this particular project;
 3. all locations for each alternative considered for this particular project;
- b. for each alternative site considered, a detailed written description that includes, without limitation all the following:
 1. the physical address or coordinates;
 2. zoning district or plan area designation;
 3. the property owner’s name, contact information used in attempts to inquire about interest in a lease or other agreement to use the property for a wireless facility, when such attempts were made and the response, if any, received from the property owner;
 4. support structure type considered;
 5. general design concept and concealment elements/techniques considered;
 6. overall height and achievable antenna centerline height;
 7. the factual reasons why the applicant considered the potential alternative site location and/or design to be unacceptable, infeasible, unavailable or not in accordance with the standards in

the Petaluma Municipal Code, the Implementing Zoning Ordinance and this application.

Note: This explanation must include a meaningful comparative analysis and such technical information and other factual justification as are necessary to document the reasons why each alternative is unacceptable, infeasible, unavailable or not as consistent with the standards in the Petaluma Municipal Code, the Implementing Zoning Ordinance and this application. Conclusory statements that a particular alternative is unacceptable, infeasible, unavailable or not in accordance with the standards in the Petaluma Municipal Code, the Implementing Zoning Ordinance and this application will be deemed incomplete;

Note: If a less preferred WTF location is proposed, the applicant must present fact-based, reliable evidence to support its selection of the less preferred WTF location.

- c. for each alternative site *within the search ring*, signal propagation maps in scale with the street level map that show current and predicted service coverage in the area for all active frequencies in RSSI, RSRP or other relevant signal level or quality indicator with and without the alternative site and with a legend that describes the objective signal levels in dBm that correspond to any colors used to depict signal levels on such propagation maps. The signal propagation maps required must be directly comparable with the signal propagation maps submitted to show before-and-after service from the applicant’s proposed site. If the applicant did not locate any alternatives within the search ring, the analysis must expressly state that no such alternatives were considered.

14. RADIO FREQUENCY COMPLIANCE REPORT

Instructions: Provide a radio frequency (“RF”) exposure compliance report prepared and certified by an RF engineer that certifies that the proposed facility, as well as any collocated facilities, will comply with applicable federal RF exposure standards and exposure limits. Label this report “**Attachment 14 – RF Compliance Report**” and attach it to this application.

The RF compliance report must include:

- a. the actual frequency and power levels (in watts effective radiated power (“ERP”), not effective isotropic radiated power (“EIRP”) for all existing and proposed antennas at the site;
- b. exhibits that show:
 1. the location and orientation (degree azimuths) of all transmitting antennas;
 2. the boundaries of areas with RF exposures in excess of the uncontrolled/general population limit (as that term is defined by the FCC);
 3. the boundaries of areas with RF exposures in excess of the controlled/occupational limit (as that term is defined by the FCC);

Note: Each such boundary must be clearly marked and identified for every transmitting antenna at the project site.

4. any RF safety measures required for RF exposures in excess of the uncontrolled/general population limit and/or the controlled/occupational limit.

15. ACOUSTIC ANALYSIS

Instructions: Provide a report prepared and certified by an engineer (or other qualified personnel acceptable to the City) that measures all noise-emitting equipment related to the wireless facility and would operate at the site. Such equipment includes without limitation all environmental control units, sump pumps, temporary backup power generators, and permanent backup power generators. The acoustic analysis must include an analysis of the manufacturers' specifications for all noise-emitting equipment and a depiction of the proposed equipment relative to all adjacent property lines.

In lieu of a certified report, the applicant may submit evidence from the equipment manufacturer that the ambient noise emitted from all the proposed equipment will not, both individually and cumulatively, exceed the applicable ambient noise limits. In addition, describe whether the equipment will be passively or actively cooled if any equipment will be enclosed in a shroud, cabinet, pedestal or other enclosure. If the equipment will be actively cooled, the applicant must include the manufacturer's specifications for all active cooling mechanisms. Label this analysis "**Attachment 15 – Acoustic Analysis**" and attach it to this application.

16. STRUCTURAL ANALYSIS

Instructions: Provide a report prepared and certified by an engineer (or other qualified personnel acceptable to the City) that evaluates whether the underlying pole, support structure or base station has the structural integrity to support all the proposed equipment and attachments. At a minimum, the analysis must be consistent with all applicable requirements in the most current versions of the CPUC General Order 95 (including, but not limited to, load and pole overturning calculations), the National Electric Safety Code, the California Building Code and any safety and construction standards required by all state and local regulations. Label this analysis "**Attachment 16 – Structural Analysis**" and attach it to this application.

17. LANDSCAPE PLANS

Instructions: Provide a detailed written landscape plan with landscape features when the WTF is proposed to be placed in a landscaped area. The landscape plan must be prepared by a licensed landscape architect and include existing vegetation, and vegetation proposed to be removed or trimmed, and the landscape plan must identify proposed landscaping by species type, size and location. Label this analysis "**Attachment 17 – Landscape Plans**" and attach it to this application.

18. ENVIRONMENTAL INFORMATION

18.1. Environmental Information Questionnaire

Instructions: Complete the Environmental Information Questionnaire available on the City's website at <https://cityofpetaluma.org/documents/environmental-impact-questionnaire/> or in-person at the City's Planning Division. Label the Environmental Information Questionnaire "**Attachment 18.1 – Environmental Information Questionnaire**" and attach it to this application.

18.2. CEQA Documentation

Instructions: Provide an environmental impact assessment to determine whether the proposed project is categorically exempt under Article 19 of the CEQA Guidelines, or whether the proposed project will require a Negative Declaration, Mitigated Negative Declaration or an Environmental Impact Report. Label this documentation “**Attachment 18.2 – CEQA Documentation**” and attach it to this application.

18.3. NEPA/NHPA Documentation

Instructions: Provide confirmation that an environmental assessment, or other application determination, has been completed by or on behalf of the FCC for any facility proposed in a location identified in 47 C.F.R. 1.307 (including a floodplain) or as otherwise required by National Environmental Policy Act or the National Historic Preservation Act. Label this documentation “**Attachment 18.3 – NEPA/NHPA Documentation**” and attach it to this application.

19. HAZARD ASSESSMENT

Instructions: A full assessment of the hazards posed by the proposed WTF in the event of failure due to flood, high wind, high heat, outage, lightning strike or fire must be conducted that includes the presence of nearby vegetation and structures at applicant’s cost. All materials in the proposed WTF must be disclosed, including hazardous materials in any and all equipment. The assessment must identify if any tree removal or tree trimming is required or necessary in order to reduce fire hazard. Label this documentation “**Attachment 19 – Hazard Assessment**” and attach it to this application.

20. MASTER PLAN

Instructions: Provide a master plan describing and depicting all of applicant’s existing and proposed wireless telecommunications facilities within the City limits and within one-quarter mile beyond the City’s urban limit line. Label this information and materials “**Attachment 20 – Master Plan**” and attach it to this application.