



CITY OF SANTA MONICA – CITY PLANNING DIVISION
ANTENNA MINOR USE PERMIT APPLICATION

This part to be completed by City staff

Application No.:
Received By:
Date Submitted:

Amount Paid: \$
Check No.:

Applications must be submitted by appointment at the City Planning public counter, Room 111 at City Hall, located at 1685 Main Street, Santa Monica, CA 90401. To schedule an appointment or if you have any questions completing this application please call City Planning at (310) 458-8341.

GENERAL INFORMATION

PROJECT ADDRESS:

APPLICANT (Note: All correspondence will be sent to the contact person)

Name:
Address: Zip:
Phone:
Email:

CONTACT PERSON (if different from Applicant)

Name:
Address: Zip:
Phone:
Email:
Relation to Applicant:

PROPERTY OWNER

Name:
Address: Zip:
Phone:
Email:

NEIGHBORHOOD NOTIFICATION (Describe in detail efforts made to contact adjacent tenants/property owners and neighborhood organizations. Attach outreach correspondence as appropriate)

[Blank lines for neighborhood notification details]

ANTENNA TYPE (Check all that apply)

- Non Commercial, Non-Parabolic (TV Antenna, FCC licensed amateur radio) Continue to pg. 2
Non-Commercial, Parabolic (Satellite dish antennas, or similar) Continue to pg. 3
Commercial, Non-Parabolic (Wireless Communication panel or whip antennas) Continue to pg. 4
Commercial, Parabolic (Dish antennas used for commercial purposes) Continue to pg. 5

NOTES TO APPLICANT

Applicants are encouraged to meet with the City's Urban Designer early-on for a design consultation in the planning of any new development project and are encouraged to submit for a Pre-Submittal Review, which provides initial feedback from other City divisions. Pre-Submittal Application Forms are available at the City Planning public counter.

Please complete all applicable sections of this application and submit all required materials. Incomplete applications will not be accepted for filing.

All applicants are encouraged to contact and describe the subject application to adjacent property owners, tenants, and applicable neighborhood groups, prior to submittal. A list of neighborhood groups is available at the City Planning Division Public Counter and on the City's website.

An evaluation of the project for compliance with the California Environmental Quality Act (CEQA) will be performed after project submittal.

NON COMMERCIAL, NON PARABOLIC ANTENNAS

Antennas shall be installed, modified, and maintained in accordance with the following standards:

- (1) One roofmounted TVRO nonparabolic antenna per residential unit and up to four roofmounted nonparabolic antennas related to a FCC licensed amateur radio station shall be permitted for each parcel. One of the roofmounted TVRO nonparabolic antennas per parcel may extend up to twenty-five feet above the roofline, but all other additional TVRO nonparabolic antennas shall extend no more than fifteen feet above the roofline. One roofmounted vertical whip antenna related to a FCC licensed amateur radio station may extend up to twenty-five feet above the roofline; however, all other roofmounted antennas related to a FCC licensed amateur radio station shall extend no more than fifteen feet above the roofline.
- (2) One freestanding antenna structure related to a FCC licensed amateur radio station measuring up to sixty-six feet in height or fifteen feet above the height limit of the district in which it is located, whichever height is greater, shall be permitted per parcel. For purposes of this section, antenna structures shall be measured to the highest horizontal antenna element. A freestanding antenna structure exceeding fifty feet in height shall be retractable to thirty-five feet. A single vertical element may extend fifteen feet beyond these height limits.
- (3) No portion of an antenna, including the array in any position, or of an antenna structure shall be located between the face of the main building and any public street or in any required front or side yard setback.
- (4) The support structure shall be located a minimum of ten feet from the rear property line. Neither an antenna nor an antenna structure shall extend beyond the property line of the parcel on which it is located.
- (5) Roofmounted antennas or antenna structures shall be located at or to the rear of the centerline of a building.

Does the proposed antenna(s) comply with the above criteria?

- YES.** See Application Submittal Requirements on Pages 6-8.
- NO.** Explain in detail how the proposed antenna(s) does not comply with the above criteria.

A Minor Use Permit is required to modify the above standards. Continue to pages 6-14.

NOTES TO APPLICANT

See Chapter 9.32 Telecommunications Facilities, of the Santa Monica Municipal Code for detailed information on antenna requirements including definitions for certain types of antennas.

Santa Monica's development process is complex and requires that applicants carefully review development requirements and procedures before initiating a development project. Applicants have responsibility for proceeding in full compliance with these requirements. All applicants should:

- Understand the rules and processing timelines before you commit to a project.
- Review the Zoning Ordinance in detail in relation to permitted types of developments, allowable height and intensity, setbacks, etc.
- Besides looking at the development standards for the zone in which the property is located, be sure to review other sections of the Zoning Ordinance and Municipal Code that may apply to your project.
- Determine if there are any new ordinances, policies, or moratoriums which might affect your plans. These items may not be reflected in the published version of the Zoning Ordinance but should be available separately at the City Planning Division public counter.

NON COMMERCIAL, PARABOLIC ANTENNAS

Only TVRO parabolic antennas shall be permitted in residential districts; no commercial parabolic antenna shall be permitted in any residential district. TVRO parabolic antennas located in residential districts shall be installed, modified, and maintained in accordance with the following standards:

- (1) One antenna shall be permitted per parcel, except that parcels in excess of seven thousand five hundred square feet shall be permitted an additional antenna for each additional seven thousand five hundred square feet of parcel area.
- (2) The diameter of a TVRO antenna shall not exceed twelve feet.
- (3) The antenna shall not be located in the front half of the parcel.
- (4) The antenna height shall not exceed fifteen feet for groundmounted antennas, nor, in the case of rooftop antennas, extend beyond fifteen feet above the roofline.
- (5) Groundmounted antennas shall comply with all setback requirements specified within the district for one story accessory buildings. The permitted height of such antennas shall not exceed that height as provided in subsection (4) of this Section.
- (6) If located in the R1, OP1, OPD, or Oceanfront (OF) Districts the antenna shall be groundmounted; rooftop antennas may be permitted in other residential districts; however, antennas shall not be closer than ten feet to the property line.
- (7) The antenna shall be screened in a manner consistent with Section 9.32.090(J); however, any screening required by the City shall not unreasonably obstruct or otherwise unreasonably interfere with reception.

Does the proposed antenna(s) comply with the above criteria?

- YES.** See Application Submittal Requirements on Pages 6-8.
- NO.** Explain in detail how the proposed antenna(s) does not comply with the above criteria.

A Minor Use Permit is required to modify the above standards. Continue to Pages 6-16.

NOTES TO APPLICANT

See Chapter 9.32 Telecommunications Facilities, of the Santa Monica Municipal Code for detailed information on antenna requirements, including definitions for certain types of antennas.

Santa Monica's development process is complex and requires that applicants carefully review development requirements and procedures before initiating a development project. Applicants have responsibility for proceeding in full compliance with these requirements. All applicants should:

- *Understand the rules and processing timelines before you commit to a project.*
- *Review the Zoning Ordinance in detail in relation to permitted types of developments, allowable height and intensity, setbacks, etc.*
- *Besides looking at the development standards for the zone in which the property is located, be sure to review other sections of the Zoning Ordinance and Municipal Code that may apply to your project.*
- *Determine if there are any new ordinances, policies, or moratoriums which might affect your plans. These items may not be reflected in the published version of the Zoning Ordinance are available separately at the City Planning Division public counter.*

COMMERCIAL, NON PARABOLIC ANTENNAS

Antennas shall be installed, modified, and maintained in accordance with the following standards:

- (1) No commercial antenna shall be located in a residential district.
- (2) Commercial antennas may be located in all other districts, except that the installation of freestanding antenna structures which allow the attachment of antennas shall be prohibited in the Neighborhood Commercial (NC) Districts along Montana Avenue and Main Street and in Oceanfront (OF) Districts.
- (3) One roofmounted TVRO nonparabolic antenna structure and one freestanding antenna structure for each seven thousand five hundred square feet of parcel area, and in the case of mixed use or residential development, one TVRO nonparabolic antenna per residential dwelling unit, shall be permitted per parcel. The number of antennas attached to a single support structure shall be determined by the structural integrity of the support structure.
- (4) No freestanding antenna structure shall extend beyond fifteen feet above the height limit of the district.
- (5) A freestanding antenna structure shall not be located between the face of the main building and any public street or in any required front or side yard.
- (6) One roofmounted TVRO nonparabolic antenna and one vertical whip antenna of up to twenty-five feet above the roofline shall be permitted per parcel. Additional TVRO nonparabolic antennas or other nonparabolic antennas shall not extend beyond fifteen feet above the roofline. All roofmounted antennas shall be located or screened so as to minimize pedestrian level view from public streets or from any neighboring residential uses.

Does the proposed antenna(s) comply with the above criteria?

- YES.** See Application Submittal Requirements on Pages 6-8.
- NO.** Explain in detail how the proposed antenna(s) does not comply with the above criteria.

A Minor Use Permit is required to modify the above standards. Continue to Pages 6-16.

NOTES TO APPLICANT

See Chapter 9.32 Telecommunications Facilities, of the Santa Monica Municipal Code for detailed information on antenna requirements, including definitions for certain types of antennas.

Santa Monica's development process is complex and requires that applicants carefully review development requirements and procedures before initiating a development project. Applicants have responsibility for proceeding in full compliance with these requirements. All applicants should:

- Understand the rules and processing timelines before you commit to a project.
- Review the Zoning Ordinance in detail in relation to permitted types of developments, allowable height and intensity, setbacks, etc.
- Besides looking at the development standards for the zone in which the property is located, be sure to review other sections of the Zoning Ordinance and Municipal Code that may apply to your project.
- Determine if there are any new ordinances, policies, or moratoriums which might affect your plans. These items may not be reflected in the published version of the Zoning Ordinance are available separately at the City Planning Division public counter.

COMMERCIAL, PARABOLIC ANTENNAS

Antennas shall be installed, modified, and maintained in accordance with the following standards:

- (1) Only one TVRO and two microwave antennas shall be permitted per parcel, except that parcels in excess of seven thousand five hundred square feet shall be permitted an additional antenna of each type for each additional seven thousand five hundred square feet of parcel area.
- (2) The diameter of a TVRO parabolic antenna shall not exceed twelve feet and the diameter of a microwave relay parabolic antenna shall not exceed four and one-half feet.
- (3) Groundmounted antennas shall comply with all setback requirements specified within the district for one story accessory buildings. The permitted height of such antennas shall not exceed that height specified in subsection (4) of this Section.
- (4) The antenna height shall not exceed fifteen feet for groundmounted antennas, nor, in the case of rooftop antennas, extend beyond fifteen feet above the roofline.
- (5) The antenna shall be screened in a manner consistent with Section 9.32.090(J); however, any screening required by the City shall not unreasonably obstruct or otherwise unreasonably interfere with reception.
- (6) The antenna shall be located so as to prevent obstruction of the antenna's reception window from potential permitted development on adjoining parcels.

Does the proposed antenna(s) comply with the above criteria?

- YES.** See Application Submittal Requirements on Pages 6-8.
- NO.** Explain in detail how the proposed antenna(s) does not comply with the above criteria.

A Minor Use Permit is required to modify the above standards. Continue to Pages 6-16.

NOTES TO APPLICANT

See Chapter 9.32 Telecommunications Facilities, of the Santa Monica Municipal Code for detailed information on antenna requirements, including definitions for certain types of antennas.

Santa Monica's development process is complex and requires that applicants carefully review development requirements and procedures before initiating a development project. Applicants have responsibility for proceeding in full compliance with these requirements. All applicants should:

- *Understand the rules and processing timelines before you commit to a project.*
- *Review the Zoning Ordinance in detail in relation to permitted types of developments, allowable height and intensity, setbacks, etc.*
- *Besides looking at the development standards for the zone in which the property is located, be sure to review other sections of the Zoning Ordinance and Municipal Code that may apply to your project.*
- *Determine if there are any new ordinances, policies, or moratoriums which might affect your plans. These items may not be reflected in the published version of the Zoning Ordinance are available separately at the City Planning Division public counter.*

**ANTENNA (MINOR USE PERMIT) APPLICATION
SUBMITTAL REQUIREMENTS**

**NOTES TO
APPLICANT**

The following is required for all antenna applications, unless otherwise noted:

Application Form

- One original and 5 copies of application form. All the information requested on the application must be provided.

PW Approval

- Approval from the Public Works department is required if any portion of the project extends over the right-of-way.

Project Plans

- Six (6) full size (not to exceed 24"x 36") sets of plans, folded to a maximum size of 10" x 14" and one (1) digital set of plans on CD or flash drive, of the following, as applicable:

1. Site plan (see attached Applicant Guide for Site Plan Requirements).
2. Dimensioned exterior elevations of the proposed project and adjacent existing buildings. Exterior elevations must show the height of each building dimensioned from Average Natural Grade (ANG), Segmented Average Natural Grade (SANG), or Theoretical Grade (TG), as applicable. Height calculation methodology must be shown. Elevation measurements, accompanied by a site survey, must be certified by a licensed surveyor or engineer (see attached Applicant Guide for Site Survey Requirements). In the case of additions to existing buildings, all exterior elevations of both the addition and the existing building are required.
3. Provide information that details intended use, size and location of all existing and proposed antennas. Show the location and dimensions of all cable trays, structural supports, and mechanical equipment.
4. Such other information, drawings, plans and renderings that may be helpful in assisting the Zoning Administrator (or Planning Commission on appeal) arrive at a decision.

Photos

- Applications must include two (2) sets of color print photographs or color copies of original photographs mounted on 8 1/2" x 11" sheets showing all elevations of the project site and all surrounding properties and uses. Photos should be labeled with site address and description of photo content.

Continued on next page.

Antennas that extend over any private property and onto public property must receive approval from the Public Works Department. PW is located on the first floor at City Hall. Contact 310 458-8221 for more information.

ARB review is required for all commercial antenna applications.

As applicable, the ARB will review a project's overall design, including, but not limited to exterior building materials and colors, pedestrian-orientation, compatibility with adjacent improvements, landscaping, signage, location of trash enclosures, mechanical equipment, etc

Public Notification Materials

- Sign posting requirement:** All applications for discretionary fence, wall, or hedge height modifications must include a photograph of the posted sign at the project site per the Sign Posting Requirements (attached, pages 9-10).

Rent Control Status Form

- Certification by the Rent Control Administration of the Rent Control status of the property is required. Applications submitted without this form will not be processed by the City Planning Division. Forms are available in the Rent Control offices, Room 202 in City Hall.

Supplemental Technical Information Report

- In addition to other application requirements, plans and information, the attached Technical Information Report must be complete in its entirety. NOT REQUIRED FOR TELEVISION RECEIVE ONLY ANTENNAS.

Photo Simulations

- Labeled, color simulations showing the existing and proposed condition must be provided. Include perspectives from all elevations at reasonable distances and at least one simulation within the immediate proximity to the antenna facility. This information must be accurate and will be used during final inspection. REQUIRED FOR COMMERCIAL WIRELESS COMMUNICATION ANTENNAS ONLY.

Application Fees

- The payment of an application fee is required. Please see current list of fees in Room 111 of City Hall. **A check payable to the City of Santa Monica or credit card payment will be required at the time of submittal of all planning permit applications to the Permit Coordinator.**

Project Description *(Describe in detail the intended use of the proposed antennas. Include information on the size, location, quantity and screening for all antennas and associated mechanical equipment.)*

NOTES TO APPLICANT

Projects that do not comply with the design and locational requirements set forth in the municipal code require approval of a Minor Use Permit application.

If a modification is required, the applicant must demonstrate that topographical conditions, nearby tall structures or other factors unreasonably obstruct or otherwise unreasonably interfere with effective transmission, or reception of the type desired and the cause of such obstruction or interference was not created by the applicant.

Following a review of the application and public hearing, the Zoning Administrator prepares a written decision which shall contain the findings of fact upon which such decision is based. The Zoning Administrator or Planning Commission on appeal, may approve a Minor Use Permit application in whole or in part, with or without conditions

Findings of fact are required In order to approve or conditionally approve a Minor Use Permit application. It is the applicant's responsibility to demonstrate how the project complies with the following findings:

- *The proposed use is one subject to approval of a Minor Use Permit within the subject district and complies with all of the applicable provisions of this Chapter.*
- *The subject parcel is physically suitable for the type of land use being proposed.*

A PUBLIC HEARING IS REQUIRED FOR PROJECTS THAT DO NOT COMPLY DESIGN AND LOCATION REQUIREMENTS FOR (NON)PARABOLIC (NON)COMMERCIAL ANTENNAS.

The effective date of the Use Permit Antenna Determination is 14 calendar days after the date of action by the Zoning Administrator and posting of the determination on the City’s website.

An appeal of the determination to the Planning Commission may be made within this period by completing an appeal form, available from the City Planning Division, referencing the specific project and stating the reasons for the appeal. Any interested person, Planning Commissioner or City Council member may make an appeal. The appeal form must be accompanied by an appeal fee (see current list of fees in Room 111 of City Hall). An appeal will have the effect of staying all action on the matter until a decision is reached in a public hearing before the Planning Commission, whose decision will become final immediately.

I hereby certify that I am the legal representative for the subject project and I am vested with the authority to make decisions on behalf of the applicant and property owner.

 Applicant’s Representative (PRINT)
 or Contact Person

 Representative’s Signature / Date

I hereby certify that I am the owner of the subject property and that I have reviewed the subject application and authorize the applicant or applicant’s representative (contact person) to make decisions that may affect my property as it pertains to this application.

 Property Owner’s Name (PRINT)

 Property Owner’s Signature / Date

NOTES TO APPLICANT

Findings Continued:

- *The proposed use is compatible with any of the land uses presently on the subject parcel if the land uses are to remain.*
- *The proposed use is compatible with existing and permissible land uses within the district and the general area in which the proposed use is to be located.*
- *The physical location or placement of the use on the site is compatible with and relates harmoniously to the surrounding neighborhood.*
- *The proposed use is consistent with the goals, objectives, and policies of the General Plan.*
- *The proposed use would not be detrimental to the public interest, health, safety, or general welfare.*

SIGN POSTING REQUIREMENTS

The property which is the subject of an Antenna Minor Use Permit application shall be posted with a sign prior to filing an application(s). When the application is filed, the applicant must submit two photographs of the sign to verify its posting. One photograph must clearly show the sign text. The second photograph must show the location of the sign on the property. At least eight weeks prior to the public hearing date, the applicant must submit another photograph to verify that the project case number and the public hearing date have been correctly posted on the sign. Failure to submit this photograph shall be cause for continuance of the hearing. The applicant shall also submit to the Zoning Administrator an affidavit verifying the date that this information was posted on the sign. The sign shall conform to the following requirements:

1. Size: Shall be twelve (12) square feet in sign area (generally three feet by four feet).
2. Height: Shall not exceed eight (8) feet from ground level.
3. Location: Not less than one (1) foot nor more than ten (10) feet inside the property line, in an area most visible to the public. Signs may be attached to a building at zero setback if none exists.
4. The sign shall not be illuminated.
5. Only one such sign may be displayed per street frontage unless otherwise permitted by the Director of Planning and Community Development.
6. The sign shall include only the following factual information (all applicable applications must be listed) :
 - a. Title: NOTICE OF PENDING ANTENNA MINOR USE PERMIT APPLICATION
 - b. Project case number: (e.g. 15ENT-0001).
 - c. Brief explanation of the request: (e.g. Construction of a new telecommunications facility that will remove 4 existing 4-foot-tall panel antennas and replace them with 12 new 4-foot-tall panel antennas flush mounted on the building façade and associated radio/support equipment behind an existing parapet wall.; Do not use descriptive words such as "luxurious", "elegant", etc.)
 - d. Name and telephone number of project proponent
 - e. Location of property
 - f. Date, time, and location of public hearing to be inserted when public hearing date has been set. The posting affidavit must be returned to the City Planning Division at least two weeks before scheduled hearing date. The date shall be inserted at least two weeks. If the hearing date is changed, the new hearing date must be marked on the sign. Dates shall also be changed for Zoning Administrator items appealed to the Planning Commission. The applicant is responsible for proper posting of the site.
 - g. City Planning Division phone number (310) 458-8341
7. The lettering style shall be a standard typeface (Arial or similar). The lettering size shall be 2-inch capital letters for the title and project case number. All other letters shall be 1-inch in size and may be either capitals or upper and lower case. All letters shall be black upon a white background.
8. The sign shall remain in place until after the 14-day appeal period has passed following a final decision by the Zoning Administrator or Planning Commission. If an appeal is filed, the sign shall remain in place, with the new hearing date noted, until the final decision by the Planning Commission or City Council. The sign shall be removed within ten (10) days of either the end of the appeal period or the final decision of the Planning Commission or City Council, whichever applies.

I acknowledge these sign posting requirements and that failure to post the sign/required information and failure to conform to placement/graphic standards will result in delay in the required public hearing.

Property Owner's Name (PRINT)

Property Owner's Signature / Date

EXAMPLE OF REQUIRED SIGN POSTING

← 4' →

3'

**NOTICE OF PENDING
ANTENNA MINOR USE PERMIT APPLICATION**

Site Address: _____

Application(s) Number: _____

Proposed Project On This Site: _____

Applicant: _____

Address: _____

Phone Number: (____) _____ Email: _____

Hearing Date/Time: _____

Location of Hearing: City Council Chambers
1685 Main Street, Room 213

For Further Information: City Planning Division
(310) 458-8341 www.smgov.net

SUPPLEMENTAL TECHNICAL INFORMATION REPORT REQUIRED FOR COMMERCIAL WIRELESS COMMUNICATION ANTENNAS

This supplemental application form is designed to elicit required technical information in support of a planned Use Permit application for a new or modified wireless telecommunications service facility (also called a “wireless site”) within the City of Santa Monica.

1.00 Project Address and Assessor Parcel Number:

2.00 Disclose the Name and Address of all Project Owners, and attach a letter of agency appointing the Applicant as representative of the Project Owners in connection with this application. Designate the letter of agency as “Attachment 2.00”.

3.00 **FCC Licensee/FAA Compliance Information**

3.01 Identify each person or legal entity that will be using the wireless site and contact information (Attach additional sheets if necessary):

3.02 What is the intended use of the facility (check all that apply):

- Broadcast Radio
- Broadcast TV
- Cellular telephone
- Enhanced Specialized Mobile Radio
- Microwave
- PCS telephone
- Paging
- Specialized Mobile Radio
- Other, explain: _____

3.03 Project latitude and longitude: N _____ W _____

3.04 Specify DATUM used above: WGS84 NAD23 NAD83

3.05 Project maximum height (ft): _____

3.06 Bottom of lowest antenna (ft): _____

3.07 Rad-center of the antennas (ft): _____

3.08 For each licensee, and for each radio service, complete and attach the two page “Appendix A” form from “A Local Government Official's Guide to Transmitting Antenna RF Emission Safety: Rules, Procedures, and Practical Guidance” available from the following website:

<http://www.FCC.gov/oet/rfsafety>. Designate the completed two page form as “Attachment 3.08”. Additional RF safety disclosure information may be required by the government to determine compliance with FCC OET 65 requirements if the site is not “categorically excluded” under OET 65.

Continued on next page.

**SUPPLEMENTAL TECHNICAL INFORMATION REPORT
REQUIRED FOR COMMERCIAL WIRELESS COMMUNICATION ANTENNAS**

- 3.09 Are any areas adjacent to the antennas subject to RF emissions that are in excess of the “General Public/uncontrolled” standard in FCC OET 65? For this purpose, assume that all persons other than the Carrier’s technical staff are considered to be members of the General Public.

 Yes No (If the answer is NO, proceed to 3.11.)
- 3.10 Provide a detailed RF analysis for each emitter and each band showing the distance, in feet, in all directions to the boundary of the General Public/uncontrolled boundary. Designate this attachment, “Attachment 3.10”.
- 3.11 Considering your response to 3.08, above, and any other identifiable RF emitters that OET 65 requires be evaluated in connection with this project, are all portions of this project cumulatively “categorically excluded” under FCC OET 65 requirements?
 Yes No (If the answer is YES, proceed to 3.13.)
- 3.12 Describe in an attachment each and every RF emitter of the project that is not “categorically excluded” under the FCC OET 65 requirements. Designate this attachment, “Attachment 3.12”.
- 3.13 Does this project require the Applicant to file an FAA Form 7460 or other documentation under Federal Aviation Regulation Part 77.13 et seq, or under the FCC rules?
 Yes No (If the answer is NO, proceed to 4.00.)
- 3.14 Attach complete copies of all required FAA/FCC forms including all attachments and exhibits thereto, including without limitation FAA Form 7460. Designate this attachment, “Attachment 3.14”.
- 4.00 **Project Purpose**
- 4.01 Justification. Provide a brief narrative, accompanied by written documentation where appropriate, which explains the purpose of the facility and validates the applicant's efforts to comply with the design, location, and co-location standards Part 9.04.10.06 of the Santa Monica Municipal Code:

Continued on next page.

**SUPPLEMENTAL TECHNICAL INFORMATION REPORT
REQUIRED FOR COMMERCIAL WIRELESS COMMUNICATION ANTENNAS**

4.02 Indicate whether the dominant purpose of the Project is to add additional network capacity, to increase existing signal level, or to provide new radio frequency coverage.
check only one:

- Add network capacity without adding substantial new RF coverage area (Proceed to 5.00)
- Increase the existing RF signal level in an existing coverage area (Proceed to 5.00)
- Provide new radio frequency coverage in a substantial area not already served by existing radio frequency coverage (Proceed to 5.00)
- Other

4.03 Attach a statement fully and expansively describing the “Other” dominant purpose of this project. Designate this attachment, “Attachment 4.04”.

5.00 Build-Out Requirements

5.01 Do any of radio services identified in Section 3.00 (3.00 – 3.14) above require the licensee to provide specific radio frequency/population coverage pursuant to the underlying FCC license?
 Yes No (If No, proceed to 6.00)

5.02 Have all of the FCC build-out requirements as required by all licenses covering all radio services proposed at this Project been met?
 Yes No (If Yes, proceed to 6.00)

5.03 State by licensee all remaining build-out requirements which have yet to be met, and the known or estimated date when the remaining build-out requirements will be met. Designate this attachment “Attachment 5.03”.

6.00 Radio Frequency Coverage Maps

6.01 Where a licensee intends to provide radio frequency geographic coverage to a defined area from the Project (including applicants in the cellular, PCS, broadcast, ESMR/SMR categories, and others as requested by the City of Santa Monica), the coverage maps and information requested in Section 6 are required attachments. All others proceed to 7.00

For the coverage maps required here, the following mandatory requirements apply. Failure to adhere to these requirements may delay your application processing.

1. The size of each submitted map must be no smaller than 11” by 8.5”.

Continued on next page

SUPPLEMENTAL TECHNICAL INFORMATION REPORT REQUIRED FOR COMMERCIAL WIRELESS COMMUNICATION ANTENNAS

2. If the FCC rules for any proposed radio service defines a minimum radio frequency signal level that level must be shown on the map in a color easily distinguishable from the base paper or transparency layer, and adequately identified by RF level and map color or gradient in the map legend. If no minimum signal level is defined by the FCC rules you must indicate that in the legend of each RF coverage map. You may show other RF signal level(s) on the map so long as they are adequately identified by objective RF level and map color or gradient in the map legend.
 3. Where the City of Santa Monica determines that one or more submitted maps are inadequate, it reserved the right to request that one or more supplemental maps with greater or different detail be submitted.
- 6.02 Existing RF coverage within the City of Santa Monica on the same network, if any (if none, so state). This map should not depict any RF coverage to be provided by the Project. Designate this attachment "Attachment 6.02".
- 6.03 RF coverage to be provided by the Project. This map should not depict any RF coverage provided any other existing or proposed wireless sites. Designate this attachment "Attachment 6.03".
- 6.04 RF coverage to be provided by the Project and by other wireless sites on the same network should the Project site is activated. Designate this attachment "Attachment 6.04".
- 6.05 Provide a written certification that the facility will continuously comply with FCC OET Bulletin 65 radio frequency emissions standards, and that use of the facility will not interfere with other communication, radio, or television transmission or reception.
- 7.00 **Project Photographs and Photo Simulations**
- 7.01 The Applicant shall submit pre-project photographs, and photo simulations showing the project after completion of construction, consistent with the following standards:
1. Minimum size of each photo simulation must be 11 inches by 8.5 inches (portrait or landscape orientation);
 2. All elements of the project as proposed by the Applicant must be shown in one or more close-in photo simulations.
 3. overall project as proposed by the Applicant must be shown in five or more area photos and photo simulations. Photos and photo simulation views must, at a minimum, be taken from widely scattered positions separated by an angle of no greater than 72 degrees from any other photo location.

The number of site photos, and photo simulations, and the actual or simulated camera location of these photos and photo simulations are subject to City of Santa Monica determination. The Applicant should submit photos and photo simulations consistent with these instructions, and be prepared to provide additional photos and photo simulations should they be requested by the City of Santa Monica.

Continued on next page.

**SUPPLEMENTAL TECHNICAL INFORMATION REPORT
REQUIRED FOR COMMERCIAL WIRELESS COMMUNICATION ANTENNAS**

8.00 Candidate Sites

8.01 For applicants in the cellular, PCS, broadcast, ESMR/SMR categories, and others as requested by the City of Santa Monica, the information requested in Section 8 is required. All others proceed to 9.00.

8.02 Has the Applicant or Owner or anyone working on behalf of the Applicant or Owner secured or attempted to secure any leases or lease-options or similar formal or informal agreements in connection with this project for any sites other than the candidate site identified at 1.01/1.02?
 Yes No (If No, proceed to 8.04)

8.03 Provide the physical address of each such other location, and provide an expansive technical explanation as to why each such other site was disfavored over the Project Site. Designate this attachment "Attachment 8.03".

8.04 Considering this proposed site, is it the one and only one location within or outside of the City of Santa Monica that can possibly meet the objectives of the project?
 Yes No (If No, proceed to 9.00)

8.05 Provide a technically expansive and detailed explanation supported as required by comprehensive radio frequency data fully describing why the proposed site is the one is it the one and only one location within or without the City of Santa Monica that can possibly meet the radio frequency objectives of the project. Explain, in exact and expansive technical detail, all of the objectives of this project. Designate this attachment "Attachment 8.05".

9.00 Identification of Key Persons

9.01 Identify by name, title, company affiliation, work address, telephone number and extension, and email address the key person or persons most knowledgeable regarding:
 (1) the site selection for the proposed project, including alternatives;
 (2) the radio frequency engineering of the proposed project;
 (3) rejection of other candidate sites evaluated, if any;
 (4) approval of the selection of the proposed site identified in this project.
 Designate this attachment "Attachment 9.01".

10.00 Technical Information Report Certification

10.01 The undersigned certifies on behalf of itself and the Applicant that the answers provided here are true and complete to the best of the undersigned's knowledge (print, sign, date, indicate title & company, provide phone number and email.)

OAKS INITIATIVE DISCLOSURE FORM

**** Required for all Applications ****

Pursuant to City Charter Article XXII, The Taxpayer Protection Amendment of 2000, the applicant is required to disclose all of its trustees, directors, partners, officers, and those with more than a ten percent (10%) equity, participation or revenue interest in Applicant / Contractor.

Identify the names of the following individuals

Applicant / Contractor:

Trustees, directors, partners, officers of the Applicant / Contractor (attach additional sheets if necessary):

Multiple horizontal lines for listing names of individuals.

Those with more than a 10% equity, participation or revenue interest in Applicant / Contractor (attach additional sheets if necessary):

Multiple horizontal lines for listing names of individuals with 10%+ interest.

NOTES TO APPLICANT

The Oaks Initiative, passed as Measure LL at the November 7, 2000 General Municipal Election, prohibits a public official from receiving certain personal or campaign advantages from those to whom they allocated a public benefit. For the purposes of this application, the provision applies to the Zoning Administrator and the Planning Commission.

The law requires the City provide any person, corporation, firm, partnership, association, or other person or entity applying or competing for any benefit enumerated in Section 2202(a) of the Measure with written notice of the provisions of law and the future limitations it imposes.

As part of the City's implementation of this law, the applicant is required to complete this Disclosure Form completely and accurately.

More information on the law is available online at: <http://www.gcode.us/codes/santamonica/> The law is contained in the City's Charter, Article XXII and is called the Taxpayer Protection Amendment of 2000.

To speak with someone about the Oaks Initiative, please contact the City Attorney's Office at (310) 458-8336.