

Still have Questions?



The City of Pleasanton is committed to helping you achieve your development goals. If you have any questions about the information in this brochure, please contact us.

Public Information Planner

Telephone:

925-931-5600

E-mail:

<http://www.ci.pleasanton.ca.us/services/contact/comments/>

Or

stop in to see a planner:

City Hall

200 Old Bernal Avenue

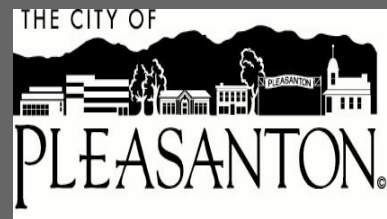
Monday* - Friday, 8:00 a.m. - 5:00 p.m.

*Planners are not available on Mondays from 9:00 a.m. to 11:30 a.m.

Brochure prepared by the Planning Division

Personal Wireless Service Facilities

Antennas that provide coverage for cell phones to send and receive signals are called wireless telecommunication facilities. The City reviews these types of projects to preserve and enhance the city's aesthetic values, public health, safety, and welfare.



**City of Pleasanton
Community Development Department
Planning Division**

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Pleasanton, CA. 94566-0802**

**Tel: (925) 931-5600
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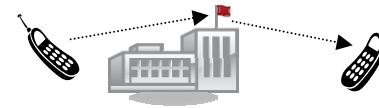
How are wireless applications processed?

Applications for such facilities are processed as Design Review applications.

Does the City require stealth design?

New wireless facilities must be designed and located to minimize its visibility and/or to be camouflage. Facilities that are visible to the public or properties in the vicinity shall incorporate appropriate stealth techniques to camouflage, disguise and/or blend them into the surrounding environment.

See Chapter 18.110.070 of the Pleasanton Municipal Code (PMC) for the personal wireless service facilities regulations and for additional stealth requirements.



Does the City require collocation?

The City may require a service provider to collocate its personal wireless service facilities with other existing or proposed facilities.

Is a building permit required?

Yes. For information regarding the number of plans, other documents, and building permit fees, please contact the Building and Safety Division at (925) 931-5300.

Is renewal required?

Approvals for these facilities are valid for a maximum of five (5) years. Renewals may be applied for subject to the requirements of Chapter 18.110.270 of the PMC.

What are the standards for these uses?

Chapter 18.110.050 of the PMC outlines the locations where wireless facilities are permitted to be located and the standards that apply.

All personal wireless service facilities must be located 300 feet away from the property lines of all of residential or agricultural zoning districts, schools and childcare centers, parks, and senior care/assisted living/nursing homes.

The permitted height of a facility is based on a visual analysis.

The surfaces of the facilities must be non-reflective materials. All colors and materials are subject to approval by the Zoning Administrator (ZA).

Landscaping or other screening techniques may be required to screen the facilities per Chapter 18.110.100 (A-E) of the PMC.



Is there reporting required?

There is a standard condition of approval placed on every approval for wireless facilities that requires reporting to be done 45 days from the date the facility begins operation.

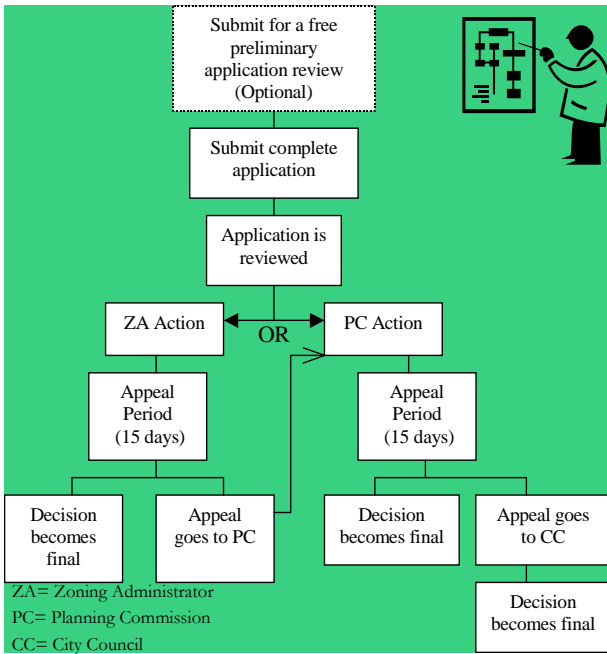
How long does the process take?

Normally, from the time the application is deemed complete, the process is about **four to six weeks** for administrative level approvals and **six to eight weeks** for Planning Commission level approvals*. This period may be longer if the plans require revisions or if the approval/denial action is appealed.

*These timelines are goals and a variety of factors can result in longer timelines.



What is the process?



Preliminary Review

Preliminary Review applications are an optional process that is recommended for projects that have non-traditional aspects to them or large scale projects that need direction on specific topics before plans are finalized. Please see the Preliminary Review handout for more information on this process.

Design Review

Wireless Applications follow the Design Review process. See the Design Review handout for more details on how the process works.

Appeal Period

Any action taken on a project does not become effective until 15 days after the ruling. During this time you or any concerned party may appeal the action to the next higher hearing body. See the Appeal handout for further

What documents do I submit?

Application: Applications can be obtained on-line or from the Planning Division counter.

<http://www.ci.pleasanton.ca.us/pdf/devapp.pdf>

Fees: Current applications fees can be obtained from the Planning Division. A deposit for the peer review process, if required, will also be required at the time of submittal.

Property owner signature: The property owner must sign the application form or provide a written letter of authorization prior to submittal of the application for review.

Association approval: Applications in areas with a Business Owners' Association need to provide a letter from the Association stating their review and approval of the proposed project.

Title report: Submit a copy of the title report no older than six (6) months.

Photo simulation: Submit photo simulations to illustrate the facilities proposed height, design, color, and location.

Material Board: Submit a material board to illustrate the colors and materials to be used on the project.

Narrative: Submit a written narrative disclosing:

- The number, type, and dimensions of antennas, equipment cabinets, and related facilities proposed. The size of the cabinets and related facilities is not required if they are completely underground or entirely within an existing building, not including an equipment cabinet.
- Proposed means of establishing and maintaining maximum visual screening of the facility from public views, as needed, which includes submitting sample exterior materials and colors of towers, antennas, accessory structures (such as equipment cabinets and structures), and security fences.
- The justification of why the proposed height and visual impact of the personal wireless service facility cannot be reduced.
- A letter indicating:
 - Whether, and why, each site identified is essential for completion of the personal wireless service provider's coverage objective. A letter explaining the site selection process including information about three (3) other sites which could service the same or similar coverage area and the reasons for their rejection, provided that three (3) such alternatives exist and are reasonably available for

the personal wireless services provider's use in the coverage area.

- The personal wireless service provider's commitment to allow other personal wireless service providers to collocate antennas on their proposed facilities wherever structurally and technically feasible, and to provide at any time additional information, as requested by the Zoning Administrator, to aid in determining whether or not another personal wireless service provider could collocate on/near their facilities if approved.
- A section stating: a) the power rating for all antennas and backup equipment proposed, b) that the system, including the antennas, and associated equipment cabinets/structures, conforms to the radio frequency radiation emission standards adopted by the Federal Communications Commission (FCC), including operating within its frequency assigned by the FCC, and c) that operation of the facilities in addition to ambient radio frequency emission levels will not exceed adopted FCC standards.
- That the proposed personal wireless service facility shall be operated in a manner that complies with the Federal Communications Commission's regulations regarding signal interference.
- A statement of intent whether the facility would be collocated.

A total of 19 (nineteen) (3 full size and 16 reduced size) † complete sets of the following:

Site plan: an exhibit drawn to scale noting the new proposed location(s) for the wireless service facility and equipment box, that clearly shows the dimensions of the lot, the existing structure(s), any proposed new construction, existing and proposed parking (if applicable), setbacks, and any other aspect of the site. Reference any easements necessary.

Radius plan– a site plan demarking a three hundred foot radius around the facility that illustrates the proposed location(s) is a minimum of three hundred feet (300') from all property boundaries of:

- Existing or approved residences in residential or agricultural zoning districts or in planned unit developments with a residential or agricultural zoning designation;

- Undeveloped residential or agricultural zoning districts or undeveloped planned unit developments with a residential or agricultural zoning designation and without an approved development plan, unless designated as a public and institutional land use in the General Plan;
- Existing or approved public schools, private schools, and childcare centers, not including schools which only provide tutorial services;
- Neighborhood parks, community parks, or regional parks, as designated in the General Plan;
- Existing or approved senior care/assisted living facilities, including nursing homes.

Coverage area map: A scaled map showing the coverage area of the personal wireless service provider's existing, proposed, and future personal wireless service facilities within the City limits and within one-half (1/2) mile therefrom.

Master Plan: A scaled plan of the personal wireless service provider's facilities in the City and those planned in the future, including information about the location, height, and design of each existing and planned personal wireless service facility within the City limits and within one-half (1/2) mile therefrom.

Visual impact demonstrations including before and after photo-simulations and elevation drawings showing the height, design, color, and location of the proposed facility as viewed from public places.

Structural engineer report from: A report prepared by a structural engineer, licensed by the State, regarding the number and type of antennas that a proposed or existing structure is designed to support.

CD: a CD with the plan sheets and renderings saved as PDF files.

All plans need to be drawn to scale and no smaller than 8 1/2"x11" nor larger than 24"x36".

† Additional plans and materials may be required if the project is appealed.