



**WIRELESS COMMUNICATION FACILITY
 APPLICATION AND COMPLIANCE CHECKLIST
 FEDERAL COMMUNICATIONS COMMISSION SECTION 6409(a)**

This Application serves to assist City of Marina staff in determining whether a request for modification of an existing tower or base station involving (a) collocation of new transmission equipment; (b) removal of transmission equipment; or (c) replacement of transmission equipment on private property qualifies as an “eligible facilities request” and/or would cause a substantial change as defined by the Federal Communications Commission.

Complete the Application and Compliance Checklist and attach the required information indicated in the Submittal Requirements. Contact Planning Staff in the Community Development Department with any questions at (831) 884-1220 or planning@cityofmarina.org.

Submittal Date Stamp:

Within 60 days of the application filing, accounting for tolling, staff shall approve the application if covered by Section 6709(a). Staff have ten (10) days to notify the applicant that the supplemental submission is incomplete.

APPLICANT INFORMATION

Name:			
Company/Organization (if applicable):			
Business Address:	City:	State:	Zip Code:
Phone Number:	Email:		

PROPERTY OWNER INFORMATION

Name and Title:			
Company/Organization (if applicable):			
Business Address:	City:	State:	Zip Code:
Phone Number:	Email:		

CARRIER INFORMATION

Indicate which carrier will benefit from the wireless communication facility proposed in this application:			
☐ AT&T	☐ Verizon	☐ T-Mobile and Sprint	☐ Other:
Cellular Network:	☐ 4G (Fourth Generation)	☐ 5G (Fifth Generation)	

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SITE INFORMATION

Street Address and/or Project
Location Description:

Assessor's Parcel Number(s) (APN):

Current Land Use:

PROJECT DESCRIPTION

Briefly describe the proposed project:

CERTIFICATION:

I hereby consent to and make application for the above referenced land use actions and certify that the information and exhibits submitted herewith are true and correct to the best of my knowledge. I further acknowledge that the burden to justify the approval of this request is mine alone, and that neither City staff nor other City officials are under any obligation to support or approve the requests contained herein.

Applicant Signature

Date

Property Owner Signature

Date

FOR OFFICE USE ONLY

Date Received:

Received By:

Review Completed Date:

Determination:

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COMPLIANCE CHECKLIST		Yes	No
Applicants claiming applicability of FCC Section 6409(a) to their project must answer "Yes" or "No" to each of the following questions and provide supporting documentation where noted (❖).			
1.	Existing Facility. Will the project involve an existing wireless tower or base station?	☐	☐
NOTE: If you answered "No" to Question #1, the proposed project <u>does not</u> qualify as an FCC Section 6409(a) project. Submit a Minor or Major Wireless Communication Facility permit application for review by City staff.			
2.	Project Type. Check all applicable boxes. Will the project involve:		
	a) Collocation of new transmission equipment?	☐	☐
	b) Removal of transmission equipment?	☐	☐
	c) Replacement of transmission equipment?	☐	☐
❖ If you answered "Yes" to any of the above in Question #2, attach a written explanation substantiating the answer.			
3.	Towers on Private Property. Check all applicable boxes. Will the project result in:		
	a) An increase in height of more than 20 feet or 10%, whichever is greater?	☐	☐
	b) A protrusion from the edge of a tower of more than 20 feet or more than the width of the tower structure at the level of appurtenance, whichever is greater?	☐	☐
❖ Attach calculations from the submitted plans to support your conclusion.			
4.	Equipment Cabinets. Will the project involve installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four (4) cabinets?	☐	☐
5.	Excavation. Will the project entail any excavation outside the current site of the tower and/or base station?	☐	☐
6.	Concealment. Will the project preserve all existing concealment elements of the current tower and/or base station that was part of a prior approval?	☐	☐
❖ Attach narrative substantiating your conclusion.			
7.	Prior Conditions of Approval. Will the project preserve all prior conditions of approval that are not in conflict with FCC regulations for a substantial change?	☐	☐
NOTE: Noncompliance with prior permit conditions related to height, width, equipment cabinets and excavation does not result in a "substantial change" as defined by FCC Section 6409(a).			



**WIRELESS COMMUNICATION FACILITY
SUBMITTAL REQUIREMENTS
FEDERAL COMMUNICATIONS COMMISSION SECTION 6409(a)**

The following documents, materials, and reports are required for submittal along with an Application and Compliance Checklist for an FCC Section 6409(a) wireless facility.

PROJECT PLAN SET			
Submit three (3) full-size sets (24" x 36") and one (1) half-size set (11" x 17") along with the completed Application and Compliance Checklist on a CD, USB data key, or via email.			
☐	Abbreviated project description	☐	Vicinity map (clear and legible)
☐	North arrow and scale	☐	Index of plan sheets
☐	General project information, including land use, zoning, property owner, architect, address, APN, etc.		
☐	Building construction type (for emergency egress window requirements and calculation of required fire flow)		
☐	Location of wireless communications facility, including access		
☐	Elevations of wireless communications facility with dimensions		
☐	Height of existing and proposed structures		
☐	Location of all guy wires		
☐	Location of all above- and below-ground wiring and connection cables		
☐	Location of existing and proposed easements on the property		
☐	Height of any panels, microwave dishes, or whip antennas		
☐	Distance between the antenna structure and existing or proposed accessory equipment		
☐	Other necessary information required by the Community Development Director, as indicated below:		

NARRATIVES AND REPORTS	
☐	Narrative and map disclosing the exact location and nature of all existing, proposed, or planned facilities that are owned, operated, or used by the applicant within one (1) mile of City limits.
☐	Narrative and maps disclosing the geographic areas within and bordering the City to be served by the project, and the nature of the service to be provided or the purpose of the facility.
☐	Radio frequency (RF) report with exhibits and calculations prepared by a qualified RF engineer demonstrating that the proposed facility and any collocated facilities comply with current federal RF emissions standards.
☐	Computerized visual assessments or similar showing before and after visuals of the proposed facility.
☐	Description of required maintenance visits and security measures proposed to protect the site from vandalism and trespass.