



CITY of CALABASAS

Community Development Department  
Planning Division  
100 Civic Center Way  
Calabasas, CA 91302  
T: 818.224.1600

www.cityofcalabasas.com

# Wireless Telecommunication Facility Application

Prior to submittal of this application, it is advised that the applicant review the requested proposal with Planning Division Staff in order to review ordinance requirements and consistency with the General Plan. In completing the application form, please be as accurate and complete as possible.

## PROPERTY LOCATION AND ZONING (print or type)

Property Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Assessor's Parcel No(s): \_\_\_\_\_  
Cross Streets: \_\_\_\_\_  
HOA: \_\_\_\_\_

## GENERAL INFORMATION

Carrier / Wireless Provider: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell / Other Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Applicant: \_\_\_\_\_  
Applicant is: \_\_\_\_\_ Carrier / Wireless Provider \_\_\_\_\_ Representative

Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell / Other Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Cell / Other Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### TO BE COMPLETED BY PLANNING DIVISION STAFF

Application Processing	
File No(s):	_____
Date:	_____
Staff Initials:	_____
Fees:	_____
Receipt No:	_____

**TYPE OF REVIEW REQUESTED (Please check all applicable boxes)**

- |   |   |
|---|---|
| <input type="checkbox"/> Conditional Use Permit | Required for all facilities located on private property, and right-of-way facilities that do not comply with the guidelines of section 17.12.050(D)(4) of the Calabasas Municipal Code. |
| <input type="checkbox"/> Zoning Clearance       | Required for all facilities located within the public right-of-way.   |
| <input type="checkbox"/> Oak Tree Permit        | Required for all facilities within the protected zone of any protected oak tree or scrub oak.   |

**DESCRIPTION OF PROJECT: (Be as specific as possible, attach sheets if necessary)**

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**PROPERTY CHARACTERISTICS AND ZONING**

Legal Description: \_\_\_\_\_  
(attach sheets if necessary) \_\_\_\_\_  
\_\_\_\_\_

Parcel Size: \_\_\_\_\_ Width: \_\_\_\_\_ Depth: \_\_\_\_\_  
Average Slope: \_\_\_\_\_

Are Oak Trees Present on Lot:  Yes  No      Are any Oak Trees impacted by proposal:  Yes  No  
*(if no skip impact question)*      *(if yes, please describe on attached sheets)*

General Plan Land Use : \_\_\_\_\_  
Zoning: \_\_\_\_\_  
Current Use: \_\_\_\_\_

**APPLICANT CERTIFICATION**

I hereby certify that the statements furnished in this application and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief. In addition, I understand that the filing of this application grants the City of Calabasas permission to reproduce submitted materials, including but not limited to, plans, exhibits, and photographs, for distribution to staff, Commission, Board, and City Council Members, and other Agencies in order to process the application, and to make those materials available to the public on the City of Calabasas' web site and CTV, notwithstanding Health & Safety Code § 19851 or any other provision of law. Nothing in this consent, however, shall entitle any person to make use of the intellectual property in plans, exhibits and photographs for any purpose unrelated to the City's consideration of this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name (*print or type*): \_\_\_\_\_ Phone: \_\_\_\_\_

**CONSENT BY CARRIER / WIRELESS PROVIDER**

If applicant is other than the carrier / wireless provider, an authorized agent of the carrier / wireless provider must sign consenting to filing. Attach additional sheets if necessary. Originals signatures only. Fax copies of signatures will not be accepted.

I/We, as the authorized agent of the subject carrier / wireless provider, consent to the filing of this application. We further consent and hereby authorize City representative(s) to review technical documents for the purpose of processing the application(s) being filed.

\_\_\_\_\_  
\_\_\_\_\_  
Signature(s) Name(s) (please print or type) Date

**CONSENT BY PROPERTY OWNER**

If applicant and carrier / wireless provider are other than the property owner, an authorized agent of the property owner must sign consenting to filing. Attach additional sheets if necessary. Originals signatures only. Fax copies of owner's signature will not be accepted.

I/We, as the authorized agent of the subject property owner, consent to the filing of this application. We further consent and hereby authorize City representative(s) to access the property and review technical documents for the purpose of processing the application(s) being filed.

\_\_\_\_\_  
\_\_\_\_\_  
Signature(s) Name(s) (please print or type) Date

**Note:** This application being signed under penalty of perjury and does not require notarization



## Minimum Application Filing & Public Noticing Requirements Checklist

### MINIMUM APPLICATION FILING REQUIREMENTS

This checklist will be used by staff to determine if an application is complete for processing purposes. If any items are not included the project will not be accepted for submittal.

#### Conditional Use Permit (for all facilities located on private property):

The minimum requirements for filing a Conditional Use Permit application are listed below. An application that does not include the following plans and information will not be accepted for processing:

- Three (3) copies of the completed *Wireless Telecommunications Facility Application* and filing fee.
- Three (3) copies of the completed *Supplemental Application Form for Wireless Sites*, with all appropriate attachments.
- The project description shall include a complete description of the proposed facility, including, but not limited to, extent of all construction, routine maintenance schedule, number of antennas, etc.
- A complete description of the proposed Conditional Use Permit, including, but not limited to, the improvements proposed for the property, and answers to the following questions:
  - Is the proposed use conditionally permitted within the subject zoning district and does it comply with all of the applicable provisions of this development code?
  - Is the proposed use consistent with the General Plan and any applicable specific plan or master plan?
  - Is the approval of the conditional use permit for the proposed use in compliance with the California Environmental Quality Act (CEQA)?
  - Are the location and operating characteristics of the proposed use compatible with the existing and anticipated future land uses in the vicinity?
- Completed *Reimbursement Agreement for Recoverable Costs Form*.
- Twelve (12) complete sets of plans prepared in accordance with the *Minimum Plan Preparation & Plan Contents Checklist*. Each set shall be stapled together as a single package and folded to 8½"X11".
- One (1) complete set of required plans reduced to 11"X17".
- Public hearing information prepared in accordance with the *Public Notice Requirements*.
- Pictures of the site and surrounding area. Pictures may be submitted digitally in the following formats: JPEG, BMP, or TIF, provided a list is also submitted with the file name, date the photo was taken, the photographer, brief description, and diagram or site plan showing the point and direction for each photograph taken. A photo simulation or perspective drawing may be required in addition to photos to show the impact of the proposal on views or a scenic corridor.
- For projects within an area governed by a Homeowners Association, a certified letter from the Homeowner's Association stating that they have reviewed the project. See *Homeowner Association (HOA) Notification Requirements*.
- Twelve (12) complete sets of before and after colored photo simulations. Minimum size of each photo simulation must be at least 8 ½ by 11 inches. The photos shall be taken from widely scattered positions, with an accompanying map showing where each photo was taken. All elements of the proposed project must be shown in one or more close-in photo simulations.
- Three (3) complete sets of detailed specifications for the antennas and related equipment including; size, shape, materials, color(s), construction, anchoring, wiring, etc.
- Three (3) complete sets of a Radio Frequency (RF) Report prepared by a qualified RF engineer.
- Three (3) copies of a Master Plan which identifies the location of the proposed facility in relation to all existing and potential facilities maintained by the carrier within the City of Calabasas. The Master Plan should reflect all potential locations that are anticipated for construction within one year.
- Three (3) copies of each of the following propagation maps signed and stamped by a qualified engineer, certifying accuracy of the information:
  - Existing network coverage
  - Proposed network coverage
  - Single site network coverage (showing the proposed coverage from the project site only and no other antennas within the network)

### Minimum Application Filing and Public Noticing Requirements Checklist

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- Three (3) copies of structural details for all new poles, replaced poles, or existing poles, in which antennas or any other equipment will be attached to. The plan(s) shall be stamped and signed by a licensed engineer certifying that the proposed design will withstand heavy winds.
- Any other plans or information that the Community Development Director deems necessary to facilitate processing of the application.

#### Zoning Clearance (for all facilities located within the public right-of-way):

The minimum requirements for filing a Development Agreement application are listed below. An application that does not include the following plans and information will not be accepted for processing:

- Completed *Wireless Telecommunications Facility Application* and filing fee.
- Three (3) copies of the completed *Supplemental Application Form for Wireless Sites*, with all appropriate attachments.
- The project description shall include a complete description of the proposed facility, including, but not limited to, extent of all construction, routine maintenance schedule, number of antennas, etc.
- Completed *Reimbursement Agreement for Recoverable Costs Form* (\$1,500 deposit required).
- Twelve (12) complete sets of plans prepared in accordance with the *Minimum Plan Preparation & Plan Contents Checklist*. Each set shall be stapled together as a single package and folded to 8½"X11".
- One (1) complete set of required plans reduced to 11"X17".
- Pictures of the site and surrounding area. Pictures may be submitted digitally in the following formats: JPEG, BMP, or TIF, provided a list is also submitted with the file name, date the photo was taken, the photographer, brief description, and diagram or site plan showing the point and direction for each photograph taken. A photo simulation or perspective drawing may be required in addition to photos to show the impact of the proposal on views or a scenic corridor.
- For projects within an area governed by a Homeowners Association, a certified letter from the Homeowner's Association stating that they have reviewed the project. See *Homeowner Association (HOA) Notification Requirements*.
- Twelve (12) complete sets of before and after colored photo simulations. Minimum size of each photo simulation must be at least 8 ½ by 11 inches. The photos shall be taken from widely scattered positions, with an accompanying map showing where each photo was taken. All elements of the proposed project must be shown in one or more close-in photo simulations.
- Three (3) complete sets of detailed specifications for the antennas and related equipment including; size,

shape, materials, color(s), construction, anchoring, wiring, etc.

- Three (3) complete sets of a Radio Frequency (RF) Report prepared by a qualified RF engineer.
- Three (3) copies of a Master Plan which identifies the location of the proposed facility in relation to all existing and potential facilities maintained by the carrier within the City of Calabasas. The Master Plan should reflect all potential locations that are anticipated for construction within one year.
- Three (3) copies of each of the following propagation maps signed and stamped by a qualified engineer, certifying accuracy of the information:
  - Existing network coverage
  - Proposed network coverage
  - Single site network coverage (showing the proposed coverage from the project site only and no other antennas within the network)
- Three (3) copies of structural details for all new poles, replaced poles, or existing poles, in which antennas or any other equipment will be attached to. The plan(s) shall be stamped and signed by a licensed engineer certifying that the proposed design will withstand heavy winds.
- Any other plans or information that the Community Development Director deems necessary to facilitate processing of the application.

**Minimum Application Filing and Public Noticing Requirements Checklist**

**PUBLIC NOTICE REQUIREMENTS**

The materials and information listed below must be submitted with applications requiring a public hearing or public notification:

- Property Ownership List:** A mailing list containing the names, addresses, and assessor’s parcel number of all owners of real property within a radius of five hundred feet (500’) of the site, measured from the exterior boundaries of the property. This information shall be obtained from the latest equalized assessment rolls of Los Angeles County (*property ownership information may be obtained from Los Angeles County Assessor’s Office 14340 Sylvan Street, Van Nuys, Ca 91401, phone: (818 901-3455)*). Include the name and address of the property owner, applicant, and representative of the mailing list.
- Mailing Envelopes:** One set of stamped (\$0.39 postage) business-size envelopes, with the name and address of each person on the mailing list. The return address shall read: “City of Calabasas, Planning Division, 26135 Mureau Road, Calabasas, CA 91302-3172”.
- Radius Map:** A map illustrating the five hundred foot (500’) radius boundary and all parcels within the boundary (copies of the assessor’s maps will be accepted).
- Ten (10) Days prior to a public hearing, the applicant is required to post a “Notice of Public Hearing” sign. (Applicable to properties within the Old Topanga, Calabasas Highlands, and Scenic Corridor Overlay Districts only)

For further information regarding the requirements of the “Notice of Public Hearing Sign” see the *Posting of Public Hearing Sign Requirements handout*, which is available at the Community Development Department.

**Note:** For a list of individuals/companies that prepare the radius map and property ownership lists, contact the City of Calabasas Planning Division.

**HOMEOWNER ASSOCIATION (HOA) NOTIFICATION REQUIREMENTS**

For projects within an area governed by a Homeowners Association, provide one of the following:

1. A letter from the Homeowner’s Association stating that they have reviewed the project; or
2. Copy of letter from applicant to HOA seeking consideration of project; or
3. Copy of letter from HOA to the applicant indicating receipt of application for the project.

**OTHER SUBMITTAL REQUIREMENTS**

In addition to the submittal requirements described above, additional sets of plans are required to be submitted prior to scheduling for a hearing. The following are the requirements for each hearing body.

**Planning Commission**

- Sixteen (16) complete sets of plans (the most recent revision) prepared in accordance with the *Minimum Plan Preparation & Plan Contents Checklist*. Each set shall be stapled together as a single package and folded to 8½”X11”.
- One (1) complete set of required plans reduced to 11”X17”.
- One (1) set of colored plans, to include illustrative site plan and building elevations, and any necessary cross-sections.
- One (1) set of colored plans, reduced to 8½”X11”.
- One (1) color and materials samples mounted on an 8½”X11” board.
- Sixteen (16) copies of any other reports, studies, etc. completed for the site.
- Any other plans or information that the Community Development Director deems necessary to facilitate presentation of the application to the hearing body.

**Design Review Panel (DRP)**

- Seven (7) complete sets of plans (the most recent revision) prepared in accordance with the *Minimum Plan Preparation & Plan Contents Checklist*. Each set shall be stapled together as a single package and folded to 8½”X11”.
- One (1) complete set of required plans reduced to 11”X17”.
- One (1) set of colored plans, to include illustrative site plan and building elevations, and any necessary cross-sections.
- One (1) set of colored plans, reduced to 8½”X11”.
- One (1) color and materials samples mounted on an 8½”X11” board.
- Any other plans or information that the Community Development Director deems necessary to facilitate presentation of the application to the hearing body.



## Plan Preparation Guidelines & Minimum Plan Contents

### PLAN PREPARATION GUIDELINES

All of the plans, except where noted, contained in these guidelines are required to be submitted to be considered a complete set.

Plans not conforming to the following guidelines will not be accepted for processing:

- All plans shall be drawn on uniform sheets, no larger than 24"X36".
- Development Plans shall be prepared by an architect or civil engineer licensed to practice in the State of California. Tentative subdivision maps shall be prepared by a licensed land surveyor or registered civil engineer authorized to practice land surveying in the State of California.
- All plans/maps shall be clearly labeled with sheet title, project name and project location.
- A one-sheet master plan shall be provided where the detailed plan/map cannot contain the entire project on a single sheet.
- All plans shall be folded to 8½"X11".
- All plans shall be clear and legible.

### MINIMUM PLAN CONTENTS

#### Site Plan:

The site plan shall be drawn to an engineering scale no smaller than 1"=40' for large projects, 1/8"=1' for smaller projects, with the scale clearly labeled, and shall include the following minimum information:

- Name and address of developer, owner of record, and person who prepared the plan.
- Date of preparation and/or revisions.
- Precise legal description.
- North arrow oriented towards the top of the sheet and a legend identifying any symbols.
- Property lines and dimensions.
- Topographic survey of the project site.
- A vicinity map showing the precise location of the project.
- Nearest cross streets on all sides of the project site, with approximate distances from the site.

- Show adjacent streets (distance from centerline), cross sections, and right-of-way width, including existing width and area proposed to be dedicated.
- Dimensions and nature of all easements.
- Existing topography on site, including natural ground (contours) and trees drainage courses, streets, trails, open space, slopes, etc.
- Street improvements (existing and proposed), including curbs, gutters, sidewalks, water lines, sewer lines, utility poles, fire hydrants, street lights, and street trees.
- Location of existing and proposed buildings and structures (with finished grades).
- Improvements on adjacent properties within 100 feet, of the subject site (with finished grades).
- Location of all other wireless telecommunications facilities within a 500-foot radius.
- Parking layout, including stall size and location, back-up areas and drives, driveway approaches, curb cuts, pedestrian access, utility vehicle access and secondary access points (if deemed necessary).
- Handicap parking spaces.
- Loading zones.
- Location, height, and composition of walls and fences (existing and proposed).
- Location of refuse areas, including wall and fence heights and materials.
- Location of any outdoor storage areas.
- Setback distances, yards, and building separations.
- Landscape areas (shaded).
- Location of all existing trees. Identify whether the trees are to be preserved, relocated or removed. This information should also include whether or not any Oak trees are located on site or within one hundred (100) feet of the site.
- Streets and rights of way, including existing and proposed cross sections, improvements, etc.
- A tabular summary, including the following information:
  1. Adjusted gross and net acreage;
  2. Gross floor area per building and total floor area for all buildings;

3. Proposed density (dwelling units per adjusted gross acre for residential subdivisions and floor area ratio for commercial and industrial subdivisions);
4. Lot coverage ratio (percentage of site covered by all buildings and structures, and paving for vehicular use);
5. Floor area ratio (total floor area divided by the site area)
6. Pervious Surface coverage Ratio (percentage of lot covered by pervious surfaces).
7. Front Setback/Buffer Landscape coverage ratio (percentage of Setback or buffer area covered by landscaping);
8. Number of unit types, unit area by type, number of bedrooms, number of stories and number of units per building (as applicable); and
9. Required and proposed number of parking spaces (covered, uncovered and handicapped accessible, as applicable).

- If the project is to be phased, indicate the limits of the phasing and all off-site improvements to be constructed with each phase. All project phasing must be disclosed at the time of initial application submittal and review. A phased project that is not disclosed up front may require the filing of a supplemental application ("Modification"), with appropriate fees to defray costs associated with additional City review and expenses.

**Floor Plan / Roof Plan:**

Floor plans shall be drawn to an architectural scale no smaller than 1/8"=1'-0" and shall include the following minimum information:

- Interior layout and dimensions of all levels (including roof).
- Finished floor elevation of ground floors.

**Exterior Elevations:**

Building elevations shall be of sufficient size to show architectural detail and, generally, shall be drawn to an architectural scale no smaller than 1/8"=1'-0". The building elevations shall include the following minimum information:

- Illustrative elevations of all sides of all buildings and structures.
- All building materials labeled on each sheet of the elevations.
- Proposed building colors labeled on each sheet of the elevations.
- Heights of all structures.
- Conceptual sign locations, sizes and type.
- Elevations of all walls and fences.

- Cross sections and enlargements of architectural elements or details, as needed.
- Screening treatment for HVAC units (include a cross section if necessary).

**Conceptual Grading/Drainage Plan:**

The conceptual grading/drainage plan shall be drawn to an engineering scale no smaller than 1"=40', with the scale clearly labeled, and shall include the following minimum information:

- Show proposed grading, including buildings and structures, curbs, walls (height), gutters, pavement, drainage structures, swales, mounding/berming, slopes, open space and trails, distances, spot elevations, gradients, contours, cross sections, flow arrows, etc.
- Show existing grading, including buildings and structures, curbs, walls (height), gutters, pavement, drainage structures, swales, mounding/berming, slopes, open space and trails. All existing items/conditions shall be designated with short dashes or screened.
- Existing features within 100 feet beyond site boundaries, including natural ground (contours), trees, buildings and structures, drainage courses, drainage facilities (type and size), streets, trails, open space, slopes, etc.
- Location of existing and proposed utilities/facilities (sewer, water, telephone, electricity, storm drain and cable TV).
- Provide scaled cross sections at all site boundaries, showing existing and proposed grading, cut versus fill conditions, wall heights (including retaining walls) and elevation differences (maximum and minimum conditions) between off-site structures & those on-site. Sections should extend through building pads & streets.
- Location and dimensions of proposed pervious or landscaped areas after building and paving.
- Proposed drainage facilities to convey storm water runoff into proposed or existing pervious or landscaped areas.
- Proposed infiltration structures to comply with the City's NPDES Permit requirements.
- Proposed treatment devices (e.g., oil/water separators, drain inlet filters, etc.) to remove parking lot oils, sediment and litter for impervious areas directly connected to the City's storm drain system.
- Buildings and structures, indicating footprints, pad and floor elevations, retaining walls, stem walls, etc.
- Drainage and flood control facilities (type, size, etc.).
- Location and dimension of easements, property lines and rights-of-way.
- Natural areas to be preserved (undisturbed; no grading to take place).

- Location of all existing Oak trees. Identify whether the trees are to be preserved, relocated or removed.
- Retaining walls (top and footing elevations).
- Shade pavement and slopes greater than 3:1.

**Oak Tree Location Map:** *(only required when a Oak Tree Report is required)*

The site plan shall be drawn to an engineering scale no smaller than 1"=20' with the scale clearly labeled, and shall include the following minimum information:

- Name and address of developer, owner of record, and person who prepared the plan.
- Date of preparation and/or revisions.
- Show existing and proposed development
- North arrow oriented towards the top of the sheet and a legend identifying any symbols.
- Precise legal description.
- North arrow oriented towards the top of the sheet and a legend identifying any symbols.
- Property lines and dimensions.
- A vicinity map showing the precise location of the project.
- Nearest cross streets on all sides of the project site, with approximate distances from the site.
- Show adjacent streets (distance from centerline), cross sections, and right-of-way width, including existing width and area proposed to be dedicated.
- Dimensions and nature of all easements.
- Existing topography on site, including natural ground (contours) and trees drainage courses, streets, trails, open space, slopes, etc.
- Street improvements (existing and proposed), including curbs, gutters, sidewalks, water lines, sewer lines, utility poles, fire hydrants, street lights, and street trees.
- Location of existing and proposed buildings and structures (with finished grades).
- Improvements on adjacent properties within 100 feet, of the subject site (with finished grades).
- Parking layout, including stall size and location, back-up areas and drives, driveway approaches, curb cuts, pedestrian access, utility vehicle access and secondary access points (if deemed necessary).
- Handicap parking spaces.
- Loading zones.
- Location, height, and composition of walls and fences (existing and proposed).
- Location of refuse areas, including wall and fence heights and materials.
- Location of any outdoor storage areas.

- Setback distances, yards, and building separations.
- Landscape areas (shaded).
- Location of all existing Oak trees within two hundred (200) feet of the project or construction area (may include off-property trees.) Note: the surveyor must sign the plan.
- Exact dripline and protected zone of each tree.
- Tree tag number.

**Topographic Map:**

- Show existing topography on site and within 200 feet beyond site boundaries, including natural ground (contours) and trees drainage courses, streets, trails, open space, slopes, etc.

**ADDITIONAL SUBMITTAL REQUIREMENTS**

**Additional Plans and Information:** Any of the following items may be required, based on further review of the application:

- Oak Tree Report:** An Oak Tree report, prepared by a certified arborist with experience dealing with Oak Trees, will be required for those projects that could result in the removal of existing Oak trees. They shall include the following:
  - Oak Tree Location Map.** For details see Oak Tree Location Map Requirements on this page.
  - Oak Tree Inventory.** - An Oak Tree inventory shall include the following data for each tree:
    - Tree tag number.
    - Species.
    - Diameter at four and one-half feet (4.5') above natural grade.
    - Height.
    - Canopy cover information, including condition of crown canopy (% shade), diameter and distance from natural grade to the first branch at eight compass points.
    - Health and vigor rating.
    - PRC valuation, including condition assessment and detailed calculations.
    - Existing environment, including slope and aspect, soil description, surrounding vegetation.
    - Physical structure defects.
    - Pest and disease assessment.
    - Vigor description.
    - Photograph of entire tree and photographs of specific problems (include distance and direction).
    - Recommendations to improve the health of the tree.
  - Impact Analysis.** - Provide the following information for each Oak Tree:
    - Determination as to whether the tree will be removed, encroached upon/pruned, or not impacted.
    - For encroachments and pruning, a discussion on the amount of encroachment (e.g., percentage of the root zone impacted and how), number and size of branches to be removed, and a drawn cross-section illustrating the encroachment.
    - Proposed mitigation measures to reduce the direct impacts, including a protective fencing plan, observation, etc.
- Construction impacts must be included in the impact analysis, including footings, keyways for slopes, site access, utility trenching, etc.
- Justification and mitigation for the proposed impacts (e.g., payment of fees or planting of additional trees).
- Mock-up / Staking and Flagging:** A Mock-up may be required to show the height and mass and the impact of the proposal on views or a scenic corridor.
- View / Line of Sight Study:** A View / Line of Sight Study may be required to show the screening of a project and to analyze the impact of the proposal on views or a scenic corridor. This study is required for those projects visible from the Ventura (US 101) Freeway.
- A **Preliminary Title Report** may be required for those projects where the legal establishment of the project site cannot be determined.
- A **Biological Assessment** will be required for those projects that may result in a negative change in the diversity or number of any unique, rare or endangered species of plant, animal or habitat.
- An **Air Quality Study** will be required for those projects that exceed the thresholds established within the SCAQMD CEQA Handbook.
- A **Preliminary Drainage/Hydrology Study** will be required for those projects that would result in a substantial increase in storm water runoff or the project is proposed where an insufficient capacity for storm water runoff currently exists.
- An **Acoustical Analysis/Noise Study** will be required for those projects that would result in the exposure of persons to, or generation of, noise levels in excess of standards established in the general plan or noise ordinance, or applicable standards of other agencies.
- Other Plans and Information.** Any Other Plans or Information that the Planning Director deems necessary to facilitate processing of the application.

***DECLARATION***

I hereby certify that the plans and information provided present all of the data and information required by this Checklist, and that the facts, statements and information presented are true and correct to the best of my knowledge and belief. Furthermore, I understand that failure to provide the plans and information required by this checklist may result in this application not being accepted as complete for filing and/or processing.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (print or type): \_\_\_\_\_



# Planning Fee Schedule

Adopted September 25, 1991 (Resolution No. 91-52) and Amended November 17, 1995 (Resolution No. 95-352)

## Planning Applications

Conditional Use Permit <sup>2</sup>	
- Commercial	\$3,125.00 + \$31.25 per 1,000 S.F.
Zoning Clearances <sup>3</sup>	\$150.00
Site Plan Review <sup>2</sup>	\$625.00 + \$31.25 per 1,000 S.F.
Oak Tree Permit	\$200.00 <sup>1</sup>

## Other Fees

Recoverable Agreement Deposit	
Wireless Review	\$1,500.00 <sup>1</sup>
Oak Tree Review	\$750.00 <sup>1</sup>
Public Hearing Notification Service	\$157.24 +
	\$0.57 for each property within 500 feet

This fee will satisfy submitting the 500 foot radius map, property owner list, mailing labels, and stamped envelopes as required, the City will prepare these materials. This fee covers the City's cost for preparation of these materials and is collected in accordance with Section 66014 of the California Government Code.

## Environmental Fees

Environmental Assessment / Neg. Dec.	\$3,100.00 <sup>1</sup>
Environmental Impact Report	Cost + 20% <sup>1</sup>

Fees for the filing of Environmental Notices with the Los Angeles County Registrar-Recorder/County Clerk's Office shall be submitted to the Planning Department. All checks shall be made payable to the "Los Angeles County Clerk."

As of November 1, 2005 the fees are as follows: *(the City has no control over County Fees and they are subject to change without notice)*

County Posting Fee (all postings)	\$50.00
<i>(This includes Notices of Preparation, Notices of Completion, Notices of Intent to Adopt, and Notices of Availability)</i>	
Filing of a Notice of Exemption	\$50.00
Filing of a Negative Declaration or Mitigated Negative Declaration	\$1,800.00 + \$25.00
Filing of an Environmental Impact Report (EIR)	\$2,500.00 + \$25.00

## Notes:

1. Deposit Required. This initial deposit will be collected at the time of application submittal. Any unused deposit amount will be returned to the applicant following final action on the application. Additional deposits may be required.
2. This fee includes the additional 25% charged for review by the Public Works and Building and Safety Departments.
3. Also referred to as "Administrative Review" in Fee Resolution.

**CITY OF CALABASAS**  
**SUPPLEMENTAL APPLICATION FORM FOR WIRELESS PROJECTS**  
**AND DISTRIBUTED ANTENNA SYSTEM (“DAS”) PROJECTS**

The City of Calabasas recognizes that the provision of wireless and DAS services are highly technical enterprises subject to various federal, state, and local regulations. This supplemental application form is designed to elicit necessary and required technical information in support of a planned Conditional Use Permit (“CUP”), Zoning Clearance (“ZC”) or Variance/Waiver application for a new or modified wireless telecommunications site project or a Distributed Antenna System (“DAS”) project within the City of Calabasas.

Completion of this supplemental application is a mandatory document for a wireless and DAS projects. This form assists the City of Calabasas to comply with its duties under its Municipal Code, et seq.; Sections 253 and 332 of the Communications Act of 1934 as amended; the FCC Shot Clock Order (FCC 09-99); California Public Utilities Code Sections 7901 and 7901.1; the California Environmental Quality Act (CEQA); the provisions of California Government Code Sections 65850.6 and 65964; and other local, state, and federal laws, regulations, and court rulings. The City of Calabasas requires that the applicant provide this information to assist it in creating a written administrative record containing substantial evidence sufficient to permit the City of Calabasas’s informed consideration of your request, and to determine the duties, rights and obligations of the City of Calabasas and the applicant/owner of the proposed project.

No application for a new wireless site or for a modification of an existing wireless site shall be considered for determination of completeness until all required responses to this supplemental application form and required Exhibits are completed and tendered to the City of Calabasas.

If you do not believe that a specific item of information is necessary or applies to your application, mark the item on this form with the words, “Not Applicable” and attach a detailed written explanation as to the basis for your belief (e.g., “Question 94.7 does not apply to this application because the proposed Project has no microwave transmission element.”) An unsupported statement such as “Question 94.7 does not apply” is insufficient, and the determination of completeness of your application will be delayed while you provide a meaningful and detailed explanation.

Every page of this form including this page and the last page must be tendered to the City of Calabasas. Each page including this page and the last page must be initialed where indicated. The last page must also be completed, signed, and dated. Please note that item numbers in this form are intentionally non-sequential.

Questions about this form or the information required by this form should be directed to the City of Calabasas’s Director of Community Development.

**1.00: Project Location and Applicant Information**

1.01: Project Physical Address (if any):

1.02 Project Site ID Number (if any)

1.03: Assessor's Parcel Number:

1.04: Legal Name of Applicant  
(Wireless Carrier or DAS Firm,  
referred to in this form as the  
"Project Owner"):

1.08 Project Owner is:

1.10: Applicant's Representative is: Name:  
Title:  
Firm Name:  
Address 1:  
Address 2:  
City: State: Zip:  
Main Tel: Ext:  
Direct Tel:  
Work Fax:  
Mobile Tel:  
Email Address:  
Website:

1.14 Provide the City of Calabasas Business License number for the Applicant or Applicant's firm listed in 1.10: \_\_\_\_\_

**2.00: Project Owner Information and CPCN Information**

2.03: Attach a letter of agency appointing the Applicant's Representative as the agent for the Project Owner in connection with this application. Designate the letter of agency as "Exhibit 2.03."

Initial here \_\_\_\_\_ to indicate that Exhibit 2.03 is attached to this form.

2.05: Attach a letter of agency appointing the Applicant's Representative as the agent for the underlying Property Owner in connection with this application. Designate the letter of agency as "Exhibit 2.05."

Initial here \_\_\_\_\_ to indicate that Exhibit 2.05 is attached to this form.

2.07: Does the Project Owner hold a California Public Utilities Commission 'Certificate of

Public Convenience and Necessity' (CPCN) for any service to be provided by this project? \_\_\_ Yes \_\_\_ No

2.08: If the answer to 2.07 is No, proceed to 3.01.

2.10 Provide a true and complete copy of the Project Owner's CPCN and mark it as "Exhibit 2.10."

Initial here \_\_\_\_\_ to indicate that the Exhibit 2.10 is attached to this form.

3.00: **FCC License / RF Safety Compliance / FAA Compliance**

3.01: For each entity that will be using the Project site, provide the information in this section. If more than one entity will be using the Project site, provide separate information for each entity using the project site.

Note to DAS provider applicants who are NOT the licensee to be transmitted from the site or who are not in sole control of the RF emissions from the Project: The required information in this Section must be provided on the letterhead of each entity. Each such response must also be signed by an authorized representative of the FCC licensee or the entity in control of the RF emissions, as well as that person's printed name and title, address and telephone number.

3.02: For questions 3.03 through 3.09 inclusive, disclose all information for each proposed Radio Frequency signal emitter ("RF Emitter") at the project site.

<Balance of page intentionally left blank>

- 3.03: Name of RF Emitter:
- 3.04: RF Emitter's Address Line 1:
- 3.05: RF Emitter's Address Line 2:
- 3.06: RF Emitter's Phone number:
- 3.07: RF Emitter's Fax number:
- 3.08: RF Emitter's Contact Email address:
- 3.09: Use of facility:  Amateur Radio  
 (Check all that apply)  Broadcast Radio  
 Broadcast TV  
 Cellular telephone  
 Enhanced Specialized Mobile Radio  
 Microwave  
 PCS telephone  
 Paging  
 SMR/ESMR  
 WiMax/WIFI  
 Satellite Uplink/ Satellite  Downlink  
 Other(s) (specify): \_\_\_\_\_
- Notice: Applicants not operating under their own FCC license(s) must mark "Other" and disclose of all information required here for all entities that use the project.
- 3.10: Project latitude and longitude: N \_\_\_\_\_ W \_\_\_\_\_
- 3.11: Specify DATUM used above:  WGS84  NAD23  NAD83  
 Other DATUM (specify): \_\_\_\_\_
- 3.12: Project maximum height (ft AGL):
- 3.13: Bottom of lowest transmitting antenna (ft AGL):
- 3.14: RF Emissions ("Rad") center of the lowest transmitting antenna (ft AGL):
- 3.15: For each licensee (i.e., "ABC Wireless" or "XYZ Wireless"), ***and*** for each radio service (i.e., "PCS" or "Cellular"), complete and attach a separate two page "Appendix A" form from "A Local Government Official's Guide to Transmitting Antenna RF Emission Safety: Rules, Procedures, and Practical Guidance" available

by download directly from the FCC at <http://www.fcc.gov/oet/rfsafety/> (the "Appendix A Form"). Ensure that all proposed emissions from this project are accounted for on the Appendix A Forms you submit.

Distributed Antenna System (DAS) providers: Unless the DAS provider is the FCC licensee for the proposed project or the emissions from the site are solely for the DAS provider's own transmissions, the DAS provider must provide an Appendix A form completed by each wireless carrier or wireless service provider to be transmitted through the Project at each wireless site. Appendix A Forms completed by a DAS provider are unacceptable if they are not the FCC licensee for the particular wireless service(s) to be transmitted through the project.

Designate all completed Appendix A Forms as "Exhibit 3.15."

For collocation projects: In addition to the Appendix A Form(s) which you must submit in connection with the project identified in this application, you must also submit an Appendix A Form for each collocated RF emitter. Designate any additional RF safety compliance information as "Exhibit 3.15-A."

*For consistency, all Appendix A forms submitted must use effective radiated power (ERP) units of measure. Do not use effective isotropic radiated power (EIRP). To verify your understanding of this requirement, you must append the letters "ERP" following each wattage listing in each Appendix A form you submit.*

Initial here \_\_\_\_\_ to indicate that all required Exhibit 3.15 and 3.15-A forms are attached to this form.

- 3.16 Considering your response in Exhibit 3.15, above, and any other identifiable RF emitters that FCC OET Bulletin 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
- 3.17: Does the project design or location 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
- 3.18: If the answer to 3.17 is NO proceed to 4.00.
- 3.19: Attach complete copies of all required FAA/FCC forms including all Exhibits and exhibits thereto, including without limitation FAA Form 7460. Designate this exhibit as "Exhibit 3.17."

Initial here \_\_\_\_\_ to indicate that Exhibit 3.17 is attached to this form.

4.00: **Project Purpose**

4.02 Distributed Antenna System (DAS) providers applicants: Unless the DAS provider is the FCC licensee for the proposed project or the emissions from the site are solely within the DAS provider's control, the answers to this Section 4 must be provided by the each wireless user that will be transmitting RF emissions from the Project Site, and those answers must be provided on the letterhead of the wireless user and signed by an authorized signer of the wireless user. Each such response must also be signed by an authorized representative of the wireless user, as well as that person's printed name and title, address and telephone number.

4.03: For each entity that will be using the Project site, provide the information this section. If more than one person/legal entity, provide separate information for each person/legal entity using the Project site.

4.05: Indicate the dominant purpose of the Project (check one or more, then proceed as directed):

Add network capacity without adding significant new RF coverage area; Proceed to 4.10.

Provide significant new radio frequency coverage in an area not already served by radio frequency coverage; Proceed to 4.10.

Increase the existing RF signal level in an area with existing radio frequency coverage; Proceed to 4.10.

Other; Proceed to 4.07.

4.07 Attach a written statement fully and expansively describing all portions or elements of the "Other" dominant purpose of this Project. Designate this exhibit as "Exhibit 4.07."

Initial here \_\_\_\_\_ to indicate that Exhibit 4.07 is attached to this form.

4.10 Is this Project intended to close or reduce an asserted "significant gap" in a wireless telecommunications network?  Yes  No

4.11 If the answer to 4.10 is NO proceed to 4.20.

4.12 Attach a written statement fully and expansively describing the following:

- a. A clear description of the geographic boundary of the claimed significant gap area; and
- b. Attach a street-level map showing the geographic boundary of the claimed significant gap stated in 4.12(a); and

- c. Identify the size of the area, in units of square miles, of the claimed significant gap; and
- d. Explain exactly the definition of the term “significant gap” as it applies to this project; and
- e. Explain exactly how the definition of significant gap term defined in 4.12(d) was developed, and identify who developed that definition, and when the definition was developed; and
- f. Discuss whether the significant gap term defined in 4.12(d) is identical to that term as used by some or all wireless carriers in the City of Calabasas and/or the wireless industry as a whole, or whether that information is unknown; and
- g. Specify whether the definition of “significant gap” provided in 4.12(d) is the same definition used in by this applicant and owner in all of its prior projects submitted to the City of Calabasas, and if not, explain all differences and the reasons for the differences; and
- h. Discuss in detail all of the following in relation to the claimed significant gap area only (where you have relied on external data sources, identify those sources in your response):
  1. Whether claimed significant gap affects significant commuter highway or railway, and if so, name each highway or railway, and how affected; and
  2. Describe in detail the nature and character of that area or the number of potential users in that area who may be affected by the claimed significant gap; and
  3. Describe whether the proposed facilities are needed to improve weak signals or to fill a complete void in coverage, and provide proof of either; and
  4. If the claimed significant gap covers well traveled roads on which customers lack roaming capabilities, identify all such well traveled roads by name within the claimed significant gap area and provide road use information about each such road; and
  5. If one or more “drive tests” has been conducted within the claimed significant gap area, discuss in detail the methodology of how the test(s) was conducted, including details about the test equipment model numbers and location of the test equipment and antennas in or on the test vehicle, and provide all of the objective data collected during the drive test in .XLS or .CSV or similar portable spreadsheet format; and
  6. If the claimed significant gap affects a commercial district, show the boundaries of the district on the map; and
  7. If the claimed significant gap poses a public safety risk, describe in detail the claimed risk, and then expansively discuss the basis for this claim; and
- i. If the claimed significant gap is based in whole or in part on factors regarding any factor related to switching center capacity; dropped calls; failed hand-offs; interference from or to other cell sites; pilot channels; site hopping; degraded RXQUAL; degraded Ec/Io; and/or any failure to meet any carrier transmission goal or percentage goal, attach at least the most recent twelve months of historical data by month documenting at least (1) the results or numerical data of each claimed parameter; (2) the wireless carrier’s numerical and percentage

requirements for each such claimed perimeter; (3) the total number of calls attempted for each month both successfully and unsuccessfully completed; (4) the total number of calls that were not completed including failed originations; failed hand-offs; and non-normal call terminations; and (5) for every such claimed parameter that is not categorized by way of number or percentage, provide the data in the way kept by the carrier; and

- j. Provide all other relevant information you want the City of Calabasas to consider when evaluating your claim of a significant gap.

Designate this exhibit as "Exhibit 4.12." Initial here \_\_\_\_\_ to indicate that Exhibit 4.12 is attached to this form.

4.13 Is the proposed project the least intrusive means to close the significant gap claimed and described in 4.12? \_\_\_ Yes \_\_\_ No

4.14 If the answer to 4.13 is NO proceed to 4.20.

4.15 Attach a written statement fully and expansively describing at a minimum:

- a. Why this project is the least intrusive means to close the significant gap claimed and described in 4.12.
- b. Identify and discuss all alternative sites and means considered to close the significant gap claimed and described in 4.12.
- c. Whether two or more sites in lieu of the site proposed in Section 1 could close the significant gap claimed and described in 4.12, or to reduce the significant gap to be less than significant, with less impact on the community as compared with a single site? If the answer is no, please explain in narrative format the basis for that answer.
- d. Whether the City of Calabasas requiring two or more sites in place of the site proposed in Section 1 would prohibit or have the effect of prohibiting the applicant from providing any interstate or intrastate telecommunications service. If the response asserts that a prohibition or effective prohibition would occur, explain in detail in narrative form all of the reasons why it would.
- e. Include and attach all information whatsoever you relied on in reaching your affirmative determination in 4.13.
- f. Include any other information you believe would assist the City of Calabasas make findings regarding whether the proposed project is the least intrusive means of closing the significant gap claimed and described in 4.12, or to reduce the significant gap to be less than significant.

Designate this exhibit as “Exhibit 4.15.”

Initial here \_\_\_\_\_ to indicate that Exhibit 4.15 is attached to this form. Proceed to 4.20.

- 4.20 If any portion of the project is to utilize radio spectrum that does not require an FCC license, identify in detail the portions of the project that used unlicensed spectrum.

Designate this exhibit as “Exhibit 4.20.”

Initial here \_\_\_\_\_ to indicate that Exhibit 4.20 is attached to this form.

- 4.25 Is this project designed to use any form of direct site-to-site light-of-sight radio interconnection (i.e., microwave or donor/donee configuration, for example) with another existing or currently planned site? \_\_\_ Yes \_\_\_ No

- 4.26: If the answer to 4.25 is NO proceed to 5.00.

- 4.27: Attach a detailed written statement fully and expansively describing the radio interconnection proposed, and identify all other existing or planned sites that will be interconnected with this project. Designate this exhibit as “Exhibit 4.27.”

Initial here \_\_\_\_\_ to indicate that Exhibit 4.27 is attached to this form.

5.00: **Build-Out Requirements**

- 5.01: Do any of radio services to be provided from the Project require the FCC licensee to provide specific radio frequency/population build-out coverage pursuant to the underlying FCC license conditions? \_\_\_ Yes \_\_\_ No

- 5.02: If the answer to 5.01 is NO proceed to 6.00.

- 5.03: Have all of the FCC build-out requirements been met for all licenses covering all radio services proposed at this Project? \_\_\_ Yes \_\_\_ No

- 5.04: If the answer to 5.03 is YES proceed to 6.00.

- 5.05: Disclose by licensee FCC call sign all build-out requirements/obligations which have not yet to be met, and the known or estimated date when the remaining build-out requirements will be met. Designate this exhibit as “Exhibit 5.05.”

Initial here \_\_\_\_\_ to indicate that Exhibit 5.05 is attached to this form.

- 5.10 Will this proposed site be interconnected via radio frequency transmissions to any other site or sites now constructed, proposed, or anticipated? For the purpose of this

question, interconnection includes one or more radio frequency links to provide for 'back-haul' from this site to a switching center or centralized node location.

\_\_\_ Yes \_\_\_ No

5.11: If the answer to 5.10 is NO proceed to 6.00.

5.15 Identify by physical address (or if none, by geographic description) all other sites, regardless of whether now constructed, proposed, or anticipated, that are to be interconnected with this Project site. Disclose in technical detail the proposed method of interconnection. Designate this exhibit as "Exhibit 5.15."

Initial here \_\_\_\_\_ to indicate that Exhibit 5.15 is attached to this form.

**6.00: Radio Frequency Coverage Maps**

6.03 If no geographic coverage area is identified by the entity controlling the RF emissions from the Project, initial here \_\_\_\_\_ and proceed to 7.00.

6.10: Where a licensee intends to provide radio frequency coverage from the Project to an identified geographic coverage, the coverage maps and information requested in Section 6 are required Exhibits.

Distributed Antenna System (DAS) providers who are providing antenna facilities for use by other parties: You must provide radio frequency coverage maps prepared by the FCC licensee(s) or other non-licensed users that will control the RF emissions from this Project. The radio frequency maps required by this section must reflect the existing and future RF emissions of the FCC licensee(s) or other non-licensed users. Supplemental DAS site-specific RF coverage maps provided by the DAS applicant are acceptable.

Radio frequency coverage maps required here that are completed by a DAS provider are unacceptable if they are not the FCC licensee or in full control of the RF emitter for the particular wireless service transmitted through the Project.

6.15 For the coverage maps required here, the following mandatory requirements apply. Failure to adhere to these requirements may delay your application's determination of completeness.

- a. The size of each submitted map must be no smaller than 11" by 8.5." Each map must be of the same physical size and map area scale. Each map must use the same base map (i.e., same streets and legends shown on all).
- b. 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.

6.20: Provide a map consistent with the requirements of 6.15 showing the existing RF coverage within the City of Calabasas on the Applicant's same network, if any (if no existing coverage, so state). This map should not depict any RF coverage to be provided by the Project. Designate this exhibit as "Exhibit 6.20."

Initial here \_\_\_\_\_ to indicate that Exhibit 6.20 is attached to this form.

6.25: Provide a map consistent with the requirements of 6.15 showing the RF coverage to be provided only by the Project. This map should not depict any RF coverage provided any other existing or proposed wireless sites. Designate this Exhibit "Exhibit 6.25."

Initial here \_\_\_\_\_ to indicate that Exhibit 6.25 is attached to this form.

6.30: Provide a map consistent with the requirements of 6.15 showing the RF coverage to be provided by the Project and by all other existing wireless sites on the same network should the Project site be activated. Designate this exhibit as "Exhibit 6.30."

Initial here \_\_\_\_\_ to indicate that Exhibit 6.30 is attached to this form.

**7.00: Project Photographs and Photo Simulations**

7.01: The Applicant shall submit photo simulations consistent with the following standards:

1. Minimum size of each base photo and each photo simulation must be 10 inches by 8 inches (landscape orientation). Each base photo and matching photo simulation must be the same size. Single sheets of 11 x 8 ½ inches showing base photos and photo simulations on the same page are unacceptable.
2. All elements of the Project as proposed by the Applicant which can be seen from any point at ground level, or from any level within or on buildings within 500 feet of the Project must be shown in one or more close-in photo simulations (i.e., panel antennas, omni-directional antennas, GPS antennas, antenna camouflage devices, cable trays, equipment cabinets, working lights, etc.).
3. The overall Project as proposed by the Applicant must be shown in three or more area photo simulations. Base photographs must, at a minimum, be taken from widely scattered positions of 120 degrees. A map detail showing each location where a photograph was taken, the proposed site, and the direction to the site from each photo location must be included. Base photographs taken from locations that have some physical feature obscuring the Project site, and the photo simulations associated with

those same base photographs, are not acceptable.

Attach all base photographs and photo simulations to this application marked as Exhibit 7.01.

The purpose of the photo simulations is to allow the City of Calabasas to visualize the Project as completed, therefore 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 Calabasas 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 Calabasas.

The Applicant certifies by initialing in the space at the end of this paragraph that all of the photos and photo simulations provided for Exhibit 7.01 are accurate and reliable photographic representations of the current project site and the proposed project to be constructed or modified, and that the Applicant is fully aware that the City of Calabasas will rely on all of the photos and photo simulations provided in Exhibit 7.01 when it considers approval of this Project, and later when determining project completion.

Applicant's initials: \_\_\_\_\_ (If not initialed, this application may be deemed incomplete by the City of Calabasas.)

**8.00: Alternative Candidate Sites**

8.01: Amateur radio applicants 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 proposed Project site?  Yes  No

8.03: If the answer to 8.02 is NO proceed to 8.05.

8.04: 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 exhibit as "Exhibit 8.04."

Initial here \_\_\_\_\_ to indicate that Exhibit 8.04 is attached to this form.

8.05: Considering this proposed site, is it the one and only one location within or outside of the City of Calabasas that can possibly meet the objectives of the Project?  
 Yes  No

8.04: If the answer to 8.05 is NO, proceed to 9.00.

8.05: Provide a technically expansive and detailed explanation supported as required by comprehensive radio frequency data and all other necessary information fully describing why the proposed site is the one and only one location within or outside of the City of Calabasas 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 that can be achieved only at this Project site, and why.

Designate this exhibit as "Exhibit 8.05."

Initial here \_\_\_\_\_ to indicate that Exhibit 8.05 is attached to this form.

**9.00: Identification of Key Persons**

9.01: Identify by name, title, company affiliation, work address, telephone number and extension, and email address of the key person or persons most knowledgeable regarding this Project so that the City of Calabasas may contact them with questions regarding the Project:

9.10 Person responsible for the final site selection for the Project;

Name:

Title:

Company Affiliation:

Work Address:

Telephone / Ext.:

Email Address:

9.20 Person responsible for the radio frequency engineering of the Project;

Name:

Title:

Company Affiliation:

Work Address:

Telephone / Ext.:

Email Address:

9.30 Person responsible for rejection of other candidate sites evaluated, if any;

Name:

Title:

Company Affiliation:

Work Address:

Telephone / Ext.:

Email Address:

**10.00 Additional Information Provided by Applicant**

10.01 You are invited and encouraged to provide any additional written information of any kind that you wish the City of Calabasas to consider in connection with your

proposed project.

If you wish to attach additional written information, designate this exhibit as “Exhibit 10.01”

Initial here \_\_\_\_\_ to indicate that Exhibit 10.01 is attached to this form,  
or initial here \_\_\_\_\_ to indicate that there is no Exhibit 10.01 attached.

**11.00: Certification of Accuracy and Reliability**

11.01: The undersigned certifies on behalf of itself, the Applicant, and the Project Owner, and the Property Owner that the information provided in this form and its contents are true and complete to the best of the undersigned’s ability and knowledge, and that information provided here can and should be relied upon by the City of Calabasas as being accurate and complete as the City of Calabasas evaluates this Project.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Provide Email Address

\_\_\_\_\_  
Print Company Name

\_\_\_\_\_  
Provide Telephone Number

\_\_\_\_\_  
Date Signed

<Last Page: Remember to sign above and initial below>