

Planning & Development Department
 2600 Fresno Street • Room 3043
 Fresno, California 93721-3604
 (559) 621 - 8277

Jennifer K. Clark, AICP, HDFP
 Director

Existing Wireless Telecommunications Facilities Streamlined Planning Review Process

The review and approval of Wireless Telecommunication Facilities may be streamlined if an applicant agrees and attests the proposed facility is in accordance with the following standards:

Read Carefully:

- 1.) This Streamlined Planning Review Process is only available for modifications to existing Wireless Telecommunication Facilities. For new facilities, submit a Conditional Use Permit Application through the [Citizen’s Access](#) Portal.
- 2.) The applicant agrees to comply with all requirements of this application and the City of Fresno Interim Wireless Telecommunications Facilities Policy and Procedure C-010. If all requirements are not satisfied, the Planning and Development Department shall provide written notice of what requirements are incomplete.

Timeframes for Review:

Eligible Facilities Requests: 60 days upon submission of an application.

Small Wireless Facilities: 60 days upon submission of an application.

Modifications to Existing Facilities (Collocations): 90 days upon submission of an application.

Tolling of review timeframe: To toll the timeframe for incompleteness, the City must provide written notice to the applicant within 10 days of receipt of the application, and within 10 days of any subsequent re-submittal(s). The City will inform the applicant of missing documentation or information needed in relation to the project.

A. INSTRUCTIONS

- i. Complete this form in its entirety.
- ii. Sign and attest to compliance.
- iii. Submit this packet along with the site plan and elevations for the project as a Revised Exhibit Minor or Revised Exhibit Major Conditional Use Permit through the Fresno [Citizen’s Access](#) Portal.
- iv. Payment of Filing Fees. Fees will be invoiced and a planner will give instructions for payment after the application is submitted (See Master Fee Schedule)
- v. A planner will review and verify all information. If acceptable, the planner will stamp this document as approved.
- vi. Attach this document with the approved stamped to your Building Permit Application.
- vii. If, based on responses below, this Streamlined Planning Review Process is not allowed, please submit a separate Conditional Use Permit Application to the Planning and Development Department.

If this document is stamped below by a Planner as “Approved,” no additional Planning review is required.



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<p>B. SITE INFORMATION</p> <p>Address: _____</p> <p>APN: _____</p> <p>Owner Information:</p> <p style="padding-left: 20px;">Name: _____</p> <p style="padding-left: 20px;">Affiliation: _____</p> <p style="padding-left: 20px;">Phone: _____</p> <p style="padding-left: 20px;">Email: _____</p>	<p>C. APPLICANT INFORMATION</p> <p>Name: _____</p> <p>Affiliation: _____</p> <p>Representing: _____</p> <p>Phone: _____</p> <p>Email: _____</p>
<p>D. PRIOR ENTITLEMENTS – Please list all prior CUP entitlements for this project site.</p> <p>_____</p> <p>_____</p>	
<p>E. WIRELESS COMMUNICATIONS FACILITIES DESIGN</p>	
<p>TOWER DESIGN</p>	
<p><u>Mono-Pine</u> (70-, 80-, 90-feet tall)</p> <p>Please Specify: _____</p> <p>Please Circle Whether: Existing / Conversion</p>	<p><u>Mono-Eucalyptus</u> (70-, 80-, 90-feet tall)</p> <p>Please Specify: _____</p> <p>Please Circle Whether: Existing / Conversion</p>
<p><u>Mono-Palm</u> (70-, 80-, 90-feet tall)</p> <p>Please Specify: _____</p> <p>Please Circle Whether: Existing / Conversion</p>	<p><u>Other Mono-Tree</u> (70-, 80-, 90-feet tall)</p> <p>Please Specify: _____</p> <p>Please Circle Whether: Existing / Conversion</p>
<p><u>Existing Mono-Pole</u></p> <p><u>Note:</u> Existing mono-poles, as permitted by their initial conditional use permit, shall maintain their existing height and radome size (if applicable). Mono-poles shall not have a height increase or radome expansion. Mono-poles may be replaced with a larger mono-tree through this application.</p> <p>Please Specify Existing Mono-Pole Height / Radome Size: _____</p>	
<p><u>Other Existing Designs</u> (Roof / Wall-Mounted, Self-Support, Lattice Tower, etc.)</p> <p>Please Specify Type and Height of Existing: _____</p>	

FENCE OR WALL DESIGN	
Per the City of Fresno Interim Wireless Telecommunications Facilities Policy and Procedure: a. All ground mechanical and electrical equipment shall be screened from public view b. Fences may not exceed 7-feet in height.	
<u>Concrete Masonry Unit (CMU) Wall</u> Please Specify: _____ Please Circle Whether: Existing / Conversion	<u>Horizontal Wood Fence (or quality replica)</u> Please Specify: _____ Please Circle Whether: Existing / Conversion
<u>Aluminum Siding</u> Please Specify: _____ Please Circle Whether: Existing / Conversion	<u>Brick or Stone Wall (or quality replica)</u> Please Specify: _____ Please Circle Whether: Existing / Conversion
<u>TREX Fence</u> Please Specify: _____ Please Circle Whether: Existing / Conversion	<u>Tubular Steel (With Additional Screening)</u> Please Specify: _____ Please Circle Whether: Existing / Conversion
<u>Wrought Iron (With Additional Screening)</u> Please Specify: _____ Please Circle Whether: Existing / Conversion	<u>Faux-Ivy or Faux-Shrubs (Over Any Base Fence)</u> Please Specify: _____ Please Circle Whether: Existing / Conversion
Chain Link Fence (With Additional Screening) Note: If chain link fence does not have screening (privacy slats, privacy mesh, faux-ivy, or faux-shrubs), such screening shall be added. Please Specify: _____ Please Circle Whether: Existing / Conversion	
F. COMPLIANCE Instructions – Read Carefully: In order to utilize this streamlined process, the following items are required to be <u>initialed</u> attesting to compliance with these requirements. The applicant may <u>not</u> use an “X,” checkmark, or any other symbol or character in place of initials.	
1. Overall Site Plan: Plans shall include (at a minimum) the items below. _____ Outline of the entire parcel with an area indicating the scope of work _____ Property line dimensions and easements.	

_____ Vicinity map with North Arrow.

_____ Correct project address with the “C/T” designation, APN, and zone district.
(Please confirm the information is correct by contacting the Planning and Development Department at (559) 621 - 8277 or at Planning@fresno.gov.)

2. Detailed Site Plan: Plans shall include (at a minimum) the items below.

_____ North Arrow correctly depicted.

_____ Easements, both existing and proposed.

_____ Fully dimensioned ground lease area and wireless communications tower.

_____ Dimensioned antenna sectors.

_____ Dimensioned diameter(s) of the monopole, mono-tree, or applicable tower design.

_____ For **ALL** applications:

Add This Note: “In the event of site abandonment, the City shall follow the procedures of FMC Section 15-5016 – Revocation of Permits.”

_____ For **Existing Mono-Pole** applications:

Add This Note: “All proposed tower equipment, including cables and support structures, shall be painted galvanized gray to match the monopole.”

(If not applicable, write “N/A” instead of initialing.)

_____ For **Other Existing Design** applications:

Add This Note: “The proposed equipment shall be painted to match its placement on the existing roof / wall, water tower, lattice tower, etc.).”

(If not applicable, write “N/A” instead of initialing.)

For **Mono-Tree** applications, **add the following notes:**

(If not applicable, write “N/A” instead of initialing.)

_____ **Add This Note:** “All mono-tree designs shall incorporate appropriate three-dimensional bark cladding, and shall provide for screening foliage to extend beyond all antennas by no less than 24 inches. The design, number and placement of any branch-like structures affixed to the slim line monopole shall ensure the adequate camouflaging of the antennas, related electrical cables and equipment, and the antenna and equipment mounts.”

_____ **Add This Note:** “Socks matching the color and texture of the foliage are required for all antenna and other equipment mounted on the mono-tree.”

_____ **Add This Note:** Due to environmental factors such as wind, rain and sun, the owner/applicant shall maintain all mono-trees to ensure that the faux foliage is lush, continues to resemble a tree, and fully screens all antennas and other equipment.”

_____ **Add This Note:** “The owner/applicant shall maintain the fence / wall and ensure the fence / wall is kept free of graffiti and vandalism, and any visible structural damage.”

3. Wireless Communications Facility Placement:

_____ The ground lease area nor any related equipment will be placed in any easements or Public Right of Way.

_____ The ground lease area nor any related equipment will be placed in any gutter in a manner that would block site drainage.

4. Code and Policy Compliance:

_____ Development shall comply with the applicable policies within the City of Fresno Wireless Telecommunications Facilities Policy and Procedure C-010.

_____ Wireless Facilities shall comply with Fresno Municipal Code Section [15-2759](#) (Telecommunications and Wireless Facilities) which states:

Said policy shall establish standards and procedures to regulate the development, siting, installation, and operation of wireless telecommunications antennas and related facilities consistent with the applicable requirements of federal law. The regulations are intended to provide for the appropriate development of wireless telecommunication facilities within the city to meet the needs of residents, business-owners, and visitors while protecting public health and safety and preventing visual blight and degradation of the community's aesthetic character.

5. Read and Sign Attestation On The Last Page

Attestation:

I _____ (print name) representing _____
attest that the permit I am submitting for the Wireless Communications Facilities Streamlined Planning Process complies with all requirements outlined in this document. I understand that failure to comply with any of these requirements will render the Planning approval null and void and the equipment may be required to be removed and/or relocated. I, the Applicant, shall indemnify, hold harmless and defend City from any and all loss, liability, fines, penalties, forfeitures, costs and damages incurred in connection with any omissions or misrepresentations related to compliance with this document.

Signature: _____

Date: _____

Applicant

Signature: _____

Date: _____

Property Owner