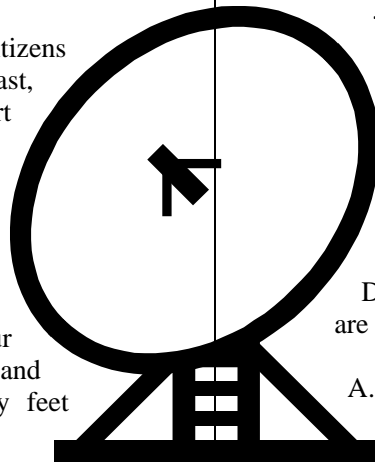


# Mini Telecommunication Facility

March 2000

**Mini Telecommunication Facility** is an attached wireless communication facility consisting, but not limited to, the following unless located on a structure recognized as a Historic landmark:

- a. A single ground or building mounted receive-only radio or television antenna including any mast, for the sole use of the tenant occupying the parcel on which the radio or television antenna is located; with an antenna height not exceeding fifty feet (50');
- b. A ground or building mounted citizens band radio antenna including any mast, if the height (tower, support structure, post and antenna) does not exceed seventy feet (70');
- c. A ground, building, or tower mounted antenna operated by a federally licensed amateur radio operator as part of the Amateur Radio Service, if the height (post and antenna) does not exceed seventy feet (70').
- d. A ground or building mounted receive only radio or television satellite dish antenna, with diameter exceeding thirty-six inches (36") but less than 8' in diameter, for the sole use of the resident occupying a residential parcel on which the satellite dish is located; provided the height of said dish does not exceed the height of the ridgeline of the primary structure on said parcel.
- e. Exempt telecommunication facility located within a recognized Historic District.
- f. City owned and operated antennae used for emergency response services, public utilities, operations and maintenance if the height does not exceed seventy feet (70').



If a facility does not meet these criteria then it is considered either an "exempt", "minor" or "major" telecommunication facility.

*\*Within a recognized Historic District or on a recognized Historic Landmark, mini facilities shall require a minor conditional use permit and are subject to Historic Site Plan and Architectural Review.*

## Basic Requirements (Section 14.44.080 of the Petaluma Municipal Code)

Mini facilities may be installed, erected, maintained and/or operated in any residential, commercial or industrial zoning district, upon the issuance of a building permit which has received site plan and architectural review and approval by the Community Development Director, so long as all the following conditions are met:

- A. In a commercial or industrial zone, no more than three (3) antenna, satellite dish eight feet (8') or less in diameter; where adequate screening, at the discretion of the Community Development Director, is provided; and the telecommunication facilities are solely for the use of the project site tenants - location subject to the discretionary review and approval of the Community Development Director.
- B. Replacement of pre-existing telecommunication facilities, installed under a prior approval under this Chapter which is being proposed for replacement by equipment of identical or a smaller size, at the discretion of the Community Development Director.
- C. In a residential zone, where more than one (1) but no more than three (3) antenna or satellite dishes (3' or less in diameter) are proposed.

- D. Sufficient anti-climbing measures have been incorporated into the facility, as needed, to reduce potential for trespass and injury.

### General Requirements (Section 14.44.030 of the Petaluma Municipal Code)

The following requirements shall be met for all Telecommunications Facilities in any zoning district:

- A. Any applicable General Plan Goals, Objectives, Programs and Policies, Specific Plan, PUD Standards, Design Guidelines, and the permit requirements of any agencies which have jurisdiction over the project;
- B. All the requirements established by the other chapters of the Petaluma Municipal Code and Petaluma Zoning Ordinance that are not in conflict with the requirements contained in this chapter;
- C. The Uniform Building Code, National Electrical Code, Uniform Plumbing Code, Uniform Mechanical Code, and Uniform Fire Code, where applicable;
- D. Any applicable Airport land use compatibility criteria/policies and Federal Aviation Administration regulations;
- E. Any applicable easements or similar restrictions on the subject property, including adopted PUD standards;
- F. Facilities and minor antennas cannot be located in any required yard setback area of the zoning district in which it is located with the exception of possible encroachment of the antenna array into airspace over said setback;
- G. All setbacks shall be measured from the base of the tower or structure closest to the applicable property line or structure;
- H. All commercial telecommunication facilities shall comply at all times with all FCC rules, regulations, and standards;
- I. All telecommunication facilities shall maintain in place a security program, when determined necessary by and subject to the review and approval of the Police Chief that will prevent unauthorized access and vandalism; and

- J. Satellite dish and parabolic antennas shall be situated as close to the ground as possible to reduce visual impact without compromising their function.

- K. All telecommunications carriers and providers engaged in the business of transmitting, supplying or furnishing of telecommunications originating or terminating in the City of Petaluma shall register with the City pursuant to Section 14.44.040 of the Municipal Code.

### Submittal Requirements

- A. **Application Form** including property owner's signature or authorization to act as agent for this application.
- B. **Applicable Fee, Public Notice Deposit and Deposit for Peer Review (if required by Director).**
- C. **Project Description/Written Statement** describing the type and purpose of the proposed facility, the location, method of attachment, height and diameter of the proposed facility; the maximum output power (wattage) of the facility, security considerations, anti-climbing measures, fencing and screening. Include a written statement addressing the Basic and General Requirements of Chapter 14.44 of the Petaluma Municipal Code.
- D. **Plans and Exhibits.** Three (3) copies of the following plans and exhibits should be submitted for administrative review of mini telecommunication facilities. Plans and exhibits must be accurately drawn and shall include the following information. Errors in dimensions or incomplete plans shall require submission of correctly revised drawings prior to City action.
1. Site Plan drawn to scale, including north arrow and date to clearly show the following:
    - a. Location(s) of proposed facilities including proposed structures, fencing, landscape areas, mechanical equipment/control panels, vehicular access/service points of ingress and egress, parking areas and layout, include dimensions of facilities (i.e. height, diameter or width) and distance to property lines.

- b. All existing features on the site including structures, roads, utilities, easements, parking areas, streets, stream beds, creeks, etc. and name of adjoining streets, or right-of-way easements and nearest cross street.
  - c. All property lines (with distances), existing and proposed easements and distance from proposed telecommunication facility to property lines.
  - d. Location and distance to structures on adjoining lots and any off-site features on adjacent lots including, residences, buildings, power lines, and trees.
- 2. Elevation drawings, cross-sectional area, or silhouette, of the facility, drawn to scale, showing the proposed facility including all proposed fencing, control panels, and existing structures or trees.
  - 3. Manufacturer's structural specifications, calculations and installation instructions.
  - 4. Detail of base or method of attachment and detail of proposed screening and fencing.
  - 5. Landscape plan reflecting location of proposed screening and fencing, planting areas, proposed plant palette, existing plant materials to be retained and trees or shrubs to be removed.
- E. Site photos** showing vegetation, existing and adjacent structures, views of and from the proposed site.

