



APPLICATION CHECKLIST TELECOMMUNICATION FACILITIES

Requests for telecommunication facilities that comply with the standards identified in City of Roseville Zoning Ordinance Section 19.34.020 and 19.34.030 are permitted uses. Requests for telecommunication facilities are reviewed for compliance with the standards listed on the following pages by the Planning Division. Following receipt of clearance authorization from the Planning Division, a request for a Building Permit can be submitted to the Building Department. Building Permit requests are reviewed by several City Departments to determine conformance with the Zoning Ordinance, Construction and Improvement Standards, and Building Code requirements. A Building Permit is required for all telecommunication facilities and processing time is dependent upon the plan check process.

Clearance Form Submittal Requirements: Plans not identifying the information identified below or plans that do not demonstrate compliance with the required standards will be returned to the applicant without clearance authorization.

- A) Clearance form (following page) signed by the property owner and applicant.
- B) The required processing fee (refer to fee schedule for Zoning Clearance fee).
- C) Three (3) copies of a site plan drawn to scale (engineer's scale, no smaller than 1" = 40') indicating:
 - Property lines and building setback lines
 - The location of existing and proposed buildings, and other structures on site
 - Driveways and parking spaces
 - Entrances, exits, and walkways
 - Existing and proposed fencing
 - Existing easements and type
 - Location of protected oak trees
 - Street names
 - A vicinity map, north arrow and scale
 - One (1) 8 ½" x 11" reproducible copy
- D) Three (3) copies of the elevation plan(s) drawn to scale (no smaller than 1/8" = 1') indicating height of tower and proposed or existing screening.
- E) Additional information as deemed necessary by the Planning Division.

If you have questions, call the Planning Division at (916) 774-5276 (California Relay Service 1-800-735-2929) or staff is available at 311 Vernon Street, Roseville, CA 95678.



TELECOMMUNICATION FACILITIES CLEARANCE FORM

ORIGINAL INK SIGNATURES ARE REQUIRED FOR OWNER and APPLICANT

Project Name _____ Date _____
 Address of Project _____

APPLICANT (print or type)

Company Name _____ Day Phone: _____
 Address: _____
 Name _____ E-mail address _____
 Signature _____ Date _____

OWNER'S AUTHORIZATION: (If the applicant is not the owner of record), I authorize the Applicant to file this application and to represent me on all matters concerning the application.

Company Name _____ Day Phone _____
 E-mail address _____
 Address _____

PROPERTY OWNER (print or type) _____
 Signature _____ Date _____

Please answer YES or NO to the following:

	YES	NO
1. Building mounted telecommunication facilities: Will the facilities increase the height of the building?		
Will it be compatible with the building design?		
Will it be screened from public view and painted to match the exterior of the building?		
2. Co-located antennas and/or related telecommunication equipment: Will the equipment increase the height of the existing monopole, tower, or structure?		

	YES	NO
3. Ground-mounted monopole: Will substantial landscaping or other screening be provided to buffer any adjoining residential uses from visual impacts?		
Will guy wires or support structures be contained within the property lines of the subject property?		
Will the antennas be attached as close as possible to the monopole to reduce visual impacts from the antenna structures?		
4. Equipment shelters or cabinets located on site: Will the proposed equipment shelters or cabinets adversely impact the approved building, parking or landscape design?		
Will they be less than one hundred and sixty square feet (160 sq. ft.) in size, with a maximum height of six feet (6')?		
5. Will the telecommunication facility be in proximity to sensitive noise receptors?		
If yes, will the wireless communication facilities and all other equipment be designed to be consistent with the City of Roseville noise standards?		
6. Has a professional telecommunications expert performed an evaluation of the radio frequency certifying that the frequency levels meet Federal standards, and that the facility will not interfere with the City's or other public entities emergency broadcast systems?		
7. If the telecommunications facilities will be located on an exposed ridgeline, or a location readily visible from a public trail or other recreation area, or scenic area, will they be satisfactorily screened or made to appear as a natural environmental feature?		

CERTIFICATION

I hereby certify under penalty of perjury that the above information is true and correct to the best of my knowledge, and further agree to uphold the conditions and limitations as set forth in Chapter 19.34.020 and 19.34.030 of the City of Roseville Zoning Ordinance.

Applicant's Signature _____ Date _____

OFFICE USE ONLY	
Approved by _____	Date _____
Denied by _____	Date _____
An Administrative Permit may be requested _____	
A Conditional Use Permit is required _____	