



TELECOMMUNICATIONS APPLICATION CHECKLIST

The following checklist identifies the standard information and items necessary for the City of Shasta Lake to process your request. Additional information may be required, depending on the specific project. Please contact the Planning Division for details on your specific use. The following information is required to demonstrate compliance with City of Shasta Lake Municipal Code § 17.43.240, Government Code §§ 65920–65943 (Permit Streamlining Act), 47 U.S.C. § 332(c)(7), 47 U.S.C. § 1455(a), and applicable provisions of CEQA.

The following items are required for a complete application:

1. **COMPLETED AND SIGNED PLANNING PERMIT APPLICATION FORM.**
2. **PROJECT DESCRIPTION** that details the proposed use and activity and the basis for any proposed exceptions to established development standards.
3. **TITLE REPORT AND/OR DEED.** For new construction, a preliminary title report prepared within three months of filing the application, including a complete legal description; for the use of an existing building, a deed indicating property ownership.
4. **SITE PLAN drawn to scale** that illustrates the proposed development, particularly the location and size of proposed and existing structures, driveways, public utility lines, septic systems, etc., and their distance from property lines. Indicate any other information pertinent to the project. For properties within a Design Review District, provide information from the attached Design Review Checklist.
5. **AUTHORIZATION FORM** to enter private property.
6. **PROPERTY OWNER'S AUTHORIZATION LETTER** is required if the applicant is not the owner of the subject property, including a statement that the property owner authorizes someone else to act on their behalf in all or partial dealings with the application.
7. **ENVIRONMENTAL ASSESSMENT FORM** and studies/reports indicated on the Environmental Review Checklist must be completed and submitted with each application for projects that are not exempt from CEQA.
8. **APPLICATION AND ENVIRONMENTAL REVIEW FEES** are required at the time the application is submitted to the Planning Division.

PART 2 - TECHNICAL AND OPERATIONAL REQUIREMENTS

9. **VISUAL IMPACT** Demonstrate that the proposed location represents the least intrusive means of achieving service goals.
 - Four-viewpoint photo-simulations
 - Existing vs. proposed renderings
 - Visual impact narrative
 - Skyline and visibility analysis
10. **STEALTH and ASTHETIC REQUIREMENTS** Demonstrate that the proposed design represents the least intrusive means of achieving service goals.
 - Color and finish non-reflective

- Concealment design selected (tree-style/architectural)
 - All cables fully concealed
 - Equipment screened
 - Landscaping plan provided
 - Photo simulation demonstrating visual compatibility
11. **NOISE DOCUMENTATION:** Provide property line and sensitive receptor noise analysis.
- Manufacturer noise specifications
 - Acoustic modeling to the property line and sensitive receptors
 - Noise compliance statement
12. **TECHNICAL MATERIALS**
- RF engineering analysis
 - Coverage maps (existing, proposed, and cumulative)
 - Capacity and load analysis
 - Interference analysis (if applicable)
13. **ALTERNATIVE SITE ANALYSIS**
- Map of all structures in 1,500-ft search area
 - Collocation feasibility analysis
 - Structural capacity confirmations
 - Written justification for rejected alternatives
 - Least intrusive means analysis
14. **SENSITIVE LAND USE EVALUATION**
- 500-ft radius map
 - Additional simulations at sensitive receptors
 - justification for siting if within 500 ft
15. **COMPLIANCE DOCUMENTATION**
- Statement of compliance with FCC RF exposure standards
 - Statement of compliance with all applicable objective standards
16. **LONG-TERM OPERATION AND REMOVAL**
- Abandonment and removal plan, consistent with SLMC § 17.43.240(O)
 - Demonstration that the design accommodates future collocation where feasible