



City of Santa Barbara  
Public Works Department

# PERMIT APPLICATION FOR SMALL CELL FACILITIES IN THE PUBLIC RIGHT-OF WAY

The City of Santa Barbara regulates the encroachment of structures and objects in the public right-of-way (“PROW”). A permit is required for the installation of small cell facilities (“small cells” in the PROW. Telecommunication carriers (“applicant”) may apply to construct, install, and maintain small cells in the PROW by completing the following permit application and approval process. Included in this form are the City’s design requirements that apply to all small cells. All small cells must meet the attached design requirements in order to limit the facility’s visual and aesthetic impacts.

The City’s review is necessary to: review the proposed use of the PROW, identify or review aesthetic requirements, review temporary traffic control (applications or plans) necessary to accomplish the work, control the time of the work, and inspect the work to ensure the PROW is adequately restored per [Construction Standard Details](#).

The application may be submitted at:

City of Santa Barbara – Public Works Department  
Public Works Permit Counter  
630 Garden Street Santa Barbara, CA 93101

Minimum submittal requirements for proposed work includes the following:

## GENERAL INFORMATION

Project Address: \_\_\_\_\_

Block Number: \_\_\_\_\_

Project Description including type of facility proposed and overall dimensions:

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**CONTACT INFORMATION**

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Utility Company Name: \_\_\_\_\_

Certificate of Public Convenience and Necessity Number\*: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\* Granted by the California Public Utilities Commission, Provide Decision or Other Number

Engineer Name: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

California Contractor's License Number: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Note: Applicant and utility company information are required at initial submittal. Engineer is only required if applicable. Contractor information is required prior to issuance.

## ATTACHMENT INFORMATION

Propose to attach to City Street Light:  Yes  No

City Street Light Pole Number and/or Location Description: \_\_\_\_\_

Please note that applications involving this type of attachment require a License Agreement with the City and may not be subject to FCC rules concerning “shot clocks”. Please contact City staff for a copy of agreement template if the Utility Company does not already have an executed agreement.

City does not allow for attachments to City Traffic Signal Poles. Some street lights are owned by Southern California Edison and any attachments would be subject to their rules.

Propose to attach to Existing Utility Pole:  Yes  No

Utility Pole Number: \_\_\_\_\_ Subject to joint point agreement rules.

Propose to construct new pole:  Yes  No

Pole description: \_\_\_\_\_

## SMALL CELL FIELDS

Number of Antennas: \_\_\_\_\_

Description of Associated Equipment Cabinets: \_\_\_\_\_

Underground Vaults?:  Yes  No

Description of Underground Vaults: \_\_\_\_\_

## OTHER UTILITY INFORMATION

It is the City’s preference to avoid above ground equipment cabinets (and may be an aesthetic requirement in certain zones) and as such please investigate if an underground electrical service may be provided by Southern California Edison via an unmetered connection/hand hole. You will need to apply with Southern California Edison for a “Wireless Technology Rate”. The second option is a meter pedestal per City Standard Detail [L-0.9.0](#) painted “Frazee Malaga Green” or powder coated matching Classic RAL System, RAL 6012 “black green”. Submit color samples as needed with application or prior to ordering.

In no case shall electricity/power be provided by a City street light or other source without specific approval for that location and source.

Unmetered Southern California Edison Wireless Technology Rate:  Yes  No

Southern California Edison Meter Pedestal:  Yes  No

Meter Service Request Number (if available): \_\_\_\_\_

Source of electrical service including approximate location and dimensions (if applicable):  
\_\_\_\_\_

Specified Amperage of Meter Service: \_\_\_\_\_

## DESIGN /AESTHETIC INFORMATION

Screening Devices Proposed?:  Yes  No

Screening Devices Proposed: \_\_\_\_\_

Proposed Color of Antenna and Cabinets: \_\_\_\_\_

Statement describing the other design and site alternatives considered and the reason this alternative was selected:

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\*Please submit a scaled photo rendering of the proposed small cell that depicts aesthetic features that includes the use of colors, concealment, screening, and buffering.

## TEMPORARY TRAFFIC CONTROL PLAN

Description of or Typical Application Proposed:

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- Temporary traffic control plan submittal may be required by City staff during the review process, prior to issuance.

## SUBMITTAL REQUIREMENTS

The following documents must be submitted with this application:

- Site Plan that meets the following requirements:
  - Shall be clearly and legibly drawn.
  - The dimensions of the plan shall be appropriate based upon the scope of the project. Generally, new small cell facilities/poles should have plans with a dimension of 24" by 36". The scale of the drawing shall be large enough, but not smaller than one inch (1") equals on hundred (100'), to clearly show all details thereof. Show the scale on the plan.
  - North arrow.
  - Name of preparer of site plan. Date plan prepared/revised.
  - Vicinity map.

- ❑ Public right-of-way boundaries including dimensions of sidewalk and parkway landscape areas including relation to the proposed site installation. Show approximate property lines.
- ❑ All servicing utilities or underground utilities (including drain pipes) within the area of excavation. Trenching or potholing for utility connections.
- ❑ Location of existing and new street lights or poles to be installed.
- ❑ Locations for all equipment, antennas, utility services and meters, conduits, wiring, vaults, hand holes, and exposed cables indicating proposed to be above or below ground.
- ❑ Location, description, width, approximate grades (if applicable), and cross sections of affected or improved adjacent items such as streets or sidewalks.
- ❑ Existing and proposed walls, fences, landscaping, and trees (larger than 4" in diameter measured 2' above the base).

Trees may not be removed to accommodate small cell wireless facilities.

- ❑ Any required vegetation clearing to operate the facility.
- ❑ Distance to nearest residence or business.
- ❑ Contours at five-foot (5') intervals if grading is proposed for the project.
- ❑ Elevation Drawing
  - ❑ To scale.
  - ❑ Clearly illustrate the project details that shows the proposed height of all antennas and structures.
  - ❑ Proposed colors, dimensions, and materials.
  - ❑ Must meet the requirements set forth in SBMC 28.87.260 Antenna Height Limitation.
    - 45 feet in one-family or two-family residence zone
    - 55 feet in any multiple-family residence, office, restricted or limited commercial zone
    - 70 feet in any other commercial, commercial-manufacturing or limited manufacturing zone
- ❑ Photo Simulation (required for new sites or equipment)
  - ❑ Accurate, to scale color simulation of the proposal from several vantage points.
  - ❑ Include aesthetic features including colors, concealment, screening, and buffering.
- ❑ Electrical Service Plan from Southern California Edison, may be a deferred submittal prior to permit issuance
- ❑ Electrical Plan and Single Line Diagram, may be a deferred submittal prior to permit issuance
- ❑ Temporary Traffic Control Plan, may be a deferred submittal prior to permit issuance

- ❑ Radiofrequency Emissions Compliance Report
  - ❑ Must make specific references to the proposed location and configuration of the installation. The report should include site-specific calculations which show the project meets the FCC's standards for Radiofrequency Radiation Exposure Limits. The report should also provide recommendations for proper mitigation for any potential impacts to health and human safety, where applicable. These recommendations shall be reflected in the project plans.

## **FEES**

### Application fees due at time of initial submittal:

\$500 application fee for five Small Cell Wireless Facilities with additional \$100 for each facility beyond five.

\$1,000 application fee for new pole, be it a streetlight or other pole.

### Separate fees to be assessed later:

[Public Works Inspection/Traffic Control](#) or Building & Safety Electrical Inspections

\$270 per year for attachment to City Street Lights

Please send attachment "annual rent" checks, all other checks must be with submittal, to:

City of Santa Barbara – Public Works Department  
Public Works Permit Counter  
PO Box 1990 Santa Barbara, CA 93102

With reference to PBW permit #.

I, the undersigned, understand approval of this project does not waive any requirements, laws, or ordinances of the City of Santa Barbara. All statements contained herein, including all documents and plans submitted in connection with this application, are true and accurate to the best of my knowledge.

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

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

I hereby authorize the above named contact person/companies to act as my agent in all matters pertaining to this application.

Utility Company Signature: \_\_\_\_\_

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

\* Please note that without utility company review and signature of this application, the application will be deemed incomplete.

**The above addresses Public Works and Community Development Department concerns and requirements. Other City Divisions/Departments may have additional requirements.**

*For information call (805) 564-5388 or E-mail Mike Cloonan, Project Engineer at [mcloonan@santabarbaraca.gov](mailto:mcloonan@santabarbaraca.gov) or for questions regarding aesthetic requirements please contact Matthew Ozyilmaz, Planning Technician at [mozyilmaz@santabarbaraca.gov](mailto:mozyilmaz@santabarbaraca.gov)*

*City of Santa Barbara Public Works Department*

*630 Garden Street, Santa Barbara, CA 93101*



## City of Santa Barbara

Community Development and Public Works Department

# **DESIGN STANDARDS AND GUIDELINES FOR SMALL CELL FACILITIES IN THE PUBLIC RIGHT- OF-WAY**

(A) **Facility Installation Types.** All proposals for new Small Cell Facilities (SCF) and substantial changes to existing SCF within the public right-of-way (PROW) shall be identified as one of the following types, which are ordered by preference:

- (1) Locations on existing streetlights; then
- (2) Collocations on wooden utility poles developed with existing wireless facilities; then
- (3) Locations for new SCF on existing wooden utility poles currently not developed with wireless facilities; then
- (4) New purpose-built SCF poles; then
- (5) Strand mounted SCF.

(B) **Prohibited Support Structures.** The City prohibits SCF to be installed on the following support structures within the PROW:

- (1) Decorative Corridor streetlights along State Street, Carrillo Street, Chapala Street, Milpas Street, Loma Alta, Lausen Road, Paterna Road, Alameda Padre Serra, Cabrillo Boulevard, Garden Street;
- (2) Signs, poles, cabinets and related devices;
- (3) New (non-replacement) wood poles.

(C) **Location.** All applicants shall propose new SCF and substantial changes to existing SCF within the PROW with locations according to the following:

- (1) **Outside Pedestrian Path of Travel.** New SCF and all associated equipment shall not incommode the PROW.
- (2) **Outside the Visibility Triangle for Intersections and Driveways.** To enhance pedestrian and vehicle safety, new equipment installed as part of a SCF project shall observe the development standards established in SBMC§30.140.230, Visibility at Driveways and Intersections.
- (3) **Purpose-Built SCF Pole.** New poles shall be located no closer than 10 feet to the next nearest streetlight, utility pole, or purpose-built SCF pole.

(D) **Accessory Equipment.** Proposed equipment necessary for operation of a SCF shall be identified as either above ground, underground or pole-mounted.

- (1) **Above Ground Accessory Equipment.** All above ground accessory equipment shall be installed per City standards, Caltrans specifications and appropriate governing agencies specific to the installation. Cabinets and related above ground devices shall be painted "Frazee Malaga Green" or powder coated matching Classic RAL System, RAL 6012 "Black Green". Above ground accessory equipment is discouraged and not allowed on State Street, Cabrillo Boulevard, within the El Pueblo Viejo Historic District (HLC), where incommodes the PROW, or creates visibility issues. In those cases, underground accessory equipment must be installed.
- (2) **Underground Accessory Equipment.** All underground accessory equipment must be installed in an environmentally controlled vault that is load-rated to meet the City's standards and specifications. Underground vaults located beneath a sidewalk must be constructed with a slip-resistant cover. Vents for airflow shall be flush-to-grade when placed within the sidewalk and may not exceed two feet above grade when placed off the sidewalk. Applicants shall not be permitted to install an underground vault in a location that would cause any existing tree to be materially damaged or displaced.
- (3) **Pole Mounted Accessory Equipment.** All pole-mounted accessory equipment must be installed in a single equipment shroud unless the applicant demonstrates that a single shroud would be technically infeasible as supported by clear and convincing evidence on the application. All pole-mounted accessory equipment must be installed flush to the pole to minimize the overall visual profile. If any applicable health and safety regulations prohibit flush-mounted equipment, the maximum separation permitted between the accessory equipment and the pole shall be the minimum separation required by such regulations. All pole-mounted equipment and required or permitted signage must be placed and oriented away from public view. Pole-mounted equipment may be installed behind street, traffic or other signs to the extent that the installation complies with applicable public health and safety regulations. All cables, wires and other connectors must be routed through conduits within the pole, and all conduit attachments, cables, wires and other connectors must be concealed from public view. To the extent that cables, wires and other connectors cannot be routed through the pole, applicants shall route them through a single external conduit or shroud that has been finished to match the underlying support structure.

(E) **Design and Aesthetic Standards.** All facilities must conform to the standards as follows:

- (1) **Existing Streetlights.** Applicants who propose to install small wireless facilities on an existing City streetlight shall, if necessary or as determined by City staff, remove and replace the existing streetlight with one substantially similar to and which meets the City's standards and specifications but designed to accommodate wireless antennas and accessory equipment. To mitigate any material changes in the street lighting patterns, the replacement pole shall: (A) be located the same as the removed pole; (B) be aligned with the other existing streetlights and/or as determined by the City Engineer; and (C) include a luminaire at substantially the same height from finished surface and distance from the pole as the luminaire on the removed pole.
  - (a) **Concealment.** Small Wireless Antennas (SWAs) shall be top-mounted, centered to the pole, and housed within the radome with a decorative cap and base plate previously approved for

El Pueblo Viejo Landmark District (EPV) in order to blend in with the underlying streetlight to the extent possible.

- (b) **Size.** Maximum size for a single SWA and radome is 24 inches with a 10 inch diameter.
- (c) **Other Equipment.** Remote Relay Units and other equipment required for the operation of the facility shall be the minimum number and size required, and preferably located within an underground vault or pole-mounted beneath the radome.
- (d) **Color.** The radome and associated equipment shall be painted to match the base color of the pole material it immediately touches.
- (e) **Number.** One SWA per streetlight maximum.
- (f) **City Streetlight Style & Location** – Please refer to the map on the [City Public Works Department website](#) for guidance on the different types of streetlights. Please reference City Standard Details, consult with City staff, and vendors as needed to make final determination.

**(2) Purpose-Built Small Wireless Facility Poles.**

- (a) **Pole.** Purpose built SCF poles shall match the designated streetlight for that street in material, color, height, and dimensions.
- (b) **Concealment.** SWAs shall be centered to the pole, and housed within a radome with a decorative cap and base plate previously approved for EPV in order to blend in with the underlying streetlight to the extent possible.
- (c) **Radome Size.** Maximum size for a single SWA and radome is 24 inches with a 10 inch diameter.
- (d) **Other Equipment.** RRUs and other equipment required for the operation of the facility shall be the minimum number and size required, and preferably located within an underground vault or pole-mounted beneath the radome(s).
- (e) **Color.** The radome and associated equipment shall be painted to match the base color of the pole material it immediately touches.
- (f) **Number.** Two per purpose-built pole maximum. Radome configuration shall exhibit a bilateral symmetry centered to the pole, perpendicular to the street, and SWAs shall be the minimum distance from one another for the operation and maintenance of the facility not to exceed three feet.

**(3) Wooden Utility Poles.** Applicants who propose to install SCF on an existing wood utility pole must install all antennas in a side-mounted orientation on a stand-off bracket or extension arm and must be concealed within a shroud. Top-mounted orientations will only be approved if the applicant demonstrates that a side-mounted configuration would be technically infeasible as supported by clear and convincing evidence in the application. Applicants who propose to install SCF on a replacement wood utility pole must remove and replace the existing wood utility pole with one that is substantially similar in height and diameter, unless the applicant demonstrates that a substantially similar replacement pole would be technically infeasible as supported by clear and convincing evidence in the application.

- (a) **Orientation.** If top-mounted, SWAs shall be centered to the pole. If side-mounted or wire-mounted, the antenna shall be the minimum clearance from the pole required for the operation and maintenance of the facility.

- (b) **Concealment.** The antenna shall be housed within a basic radome to blend in with other equipment to the extent possible. All cables, wires, and other connectors must be concealed within the side-arm mount or extension arm.
  - (c) **Size.** Maximum size for a single SWA and radome is 24 inches with a 10 inch diameter.
  - (d) **Other Equipment.** RRUs and other equipment required for the operation of the facility shall be the minimum number and size required, and pole-mounted beneath the radome if the SWA is top-mounted, and on the same mounting arm if the SWA is side-mounted.
  - (g) **Color.** The radome and associated equipment shall be painted to match the base color of the pole.
  - (h) **Number.** There is no maximum number of units on wooden utility poles.
- (4) **Landscaping.** New landscaping to replace any existing landscaping displaced during the construction or installation of the facility is required. Low maintenance groundcover may be required when a facility is proposed in a previously un-vegetated parkway per Santa Barbara Municipal Code §15.20.
- (5) **Signage; Advertising.** No facility may display any signage or advertisements unless expressly allowed by the City in a written approval, recommended under Federal Communications Commission (FCC) regulations, or required by law or permit condition. Every facility shall, at all times, display signage that accurately identifies the facility owner and provides the facility owner's unique site number, and also provides a local or toll-free telephone number to contact the facility owner's operations center.

**(F) Additional Requirements.**

- (1) **Backup or Standby Power Sources and Generators.** The City may not approve any fossil fuel-powered backup power sources or generators unless the applicant demonstrates that the facility cannot feasibly achieve its power needs with batteries, fuel cells or other similarly non-polluting, low noise-level means.
- (2) **Noise.** All transmission equipment and other equipment (including those without limitation air conditioners and sump pumps) associated with the facility must not emit sound that exceeds the applicable limit established in Santa Barbara Municipal Code §9.16.
- (3) **Lights.** Small wireless facilities shall not include any lights that would be visible from publicly accessible areas, except as may be required under Federal Aviation Administration, FCC, or other applicable regulations for health and safety. All equipment with lights (such as indicator or status lights) must be installed in locations and within enclosures that mitigate illumination impacts visible from publicly accessible areas. The provisions in this subsection shall not be interpreted or applied to prohibit installations on streetlights or luminaires installed on new or replacement poles as may be required under this Policy.
- (4) **Obstructions; Public Safety.** SCF and any associated equipment or improvements shall not physically interfere with or impede: (A) worker access to any above-ground or underground infrastructure for traffic control, streetlight or public transportation, including without limitation any curb control sign, parking meter, vehicular traffic sign or signal, pedestrian traffic sign or signal, or barricade reflectors; (B) access to any public transportation vehicles, shelters, street furniture or other improvements at any public transportation stop; (C) worker

access to above-ground or underground infrastructure owned or operated by any public or private utility agency; (D) access to any fire hydrant or water valve; (E) access to any doors, gates, sidewalk doors, passage doors, stoops or other ingress and egress points to any building appurtenant to the rights-of-way; or (F) access to any fire escape.

- (5) **Utility Connections.** All cables and connectors for telephone, data backhaul, primary electric and other similar utilities must be routed underground in conduits large enough to accommodate future collocated wireless facilities. Undergrounded cables and wires must transition directly into the pole base without any external doghouse. All cables, wires and connectors between the underground conduits and the antennas and other accessory equipment shall be routed through and concealed from view within: (A) internal risers or conduits if on a concrete, composite, or similar pole; or (B) a cable shroud or conduit mounted as flush to the pole as possible if on a wood pole or other pole without internal cable space. The Community Development Director shall not approve new overhead utility lines or service drops merely because compliance with the undergrounding requirements would increase the project cost.
- (6) **Spools and Coils.** To reduce clutter and deter vandalism, excess fiber optic or coaxial cables shall not be spooled, coiled or otherwise stored on the pole outside equipment cabinets or shrouds.
- (7) **Electric Meters.** Small wireless facilities shall use flat-rate electric service or other method that obviates the need for a separate above-grade electric meter. If flat-rate service is not available, applicants may install a ground-mounted electric meter pedestal. The Community Development Director shall not approve a separate ground-mounted electric meter pedestal unless all other options are technically infeasible and the proposed pedestal will be off any sidewalk areas and within a suitable parkway.
- (8) **Code Compliance.** Applicant shall design and maintain all facilities in compliance with all applicable Federal, State and local laws, codes, regulations, ordinances, or other rules.