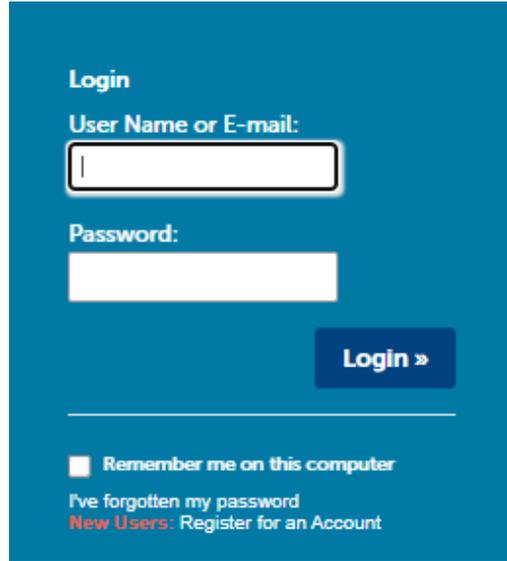


**STEP 1:**

Log Into Your  
Citizen Access Account.



**Login**

User Name or E-mail:

Password:

**Login »**

Remember me on this computer

[I've forgotten my password](#)  
[New Users: Register for an Account](#)

**STEP 2:**

Navigate to the application:

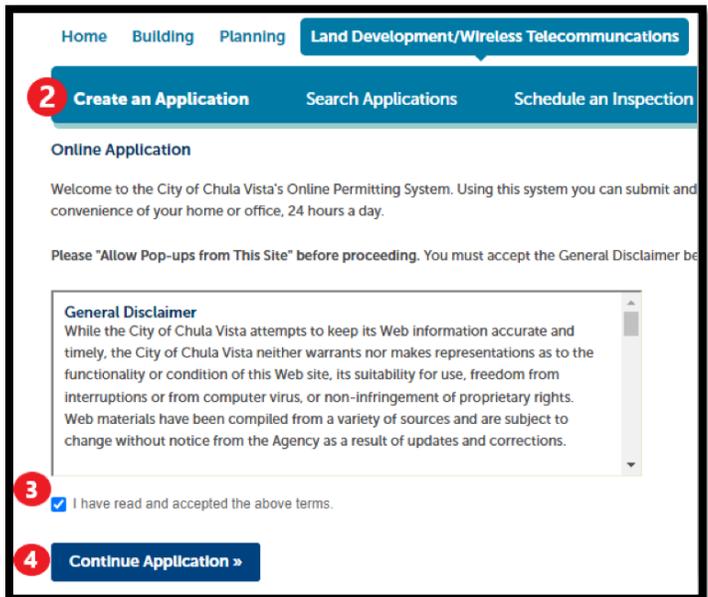


(1) Click Wireless  
Telecommunications Tab

(2) Click Create an Application

(3) Read and Accept Terms

(4) Click Continue Application

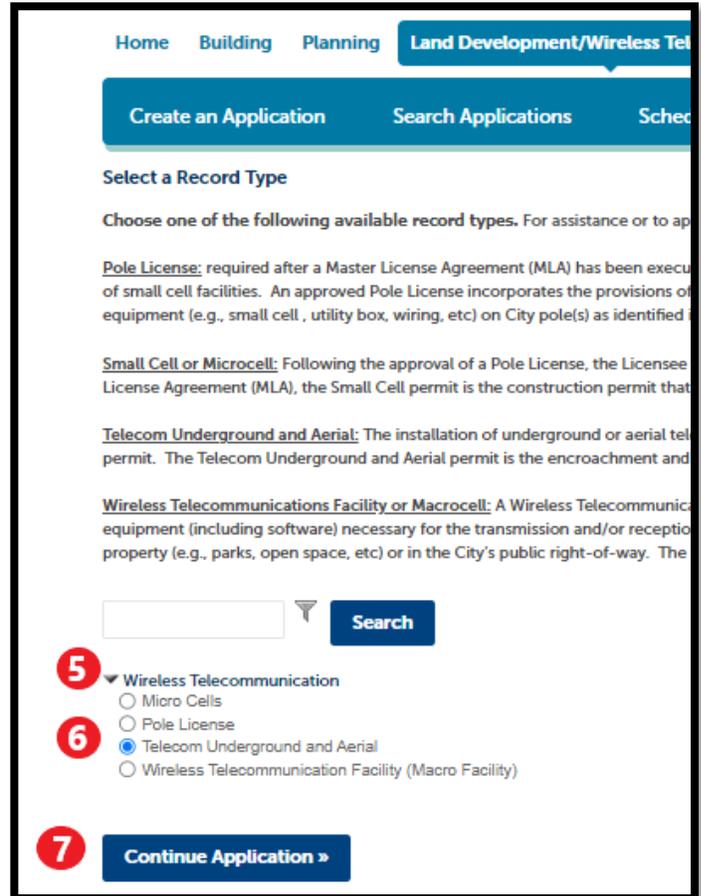


### STEP 3:

(5) Click the Drop down arrow next to 'Wireless Telecommunication'

(6) Choose Telecom Underground and Aerial

(7) Click Continue Application



Home Building Planning Land Development/Wireless Tel

Create an Application Search Applications Sched

Select a Record Type

Choose one of the following available record types. For assistance or to ap

Pole License: required after a Master License Agreement (MLA) has been execu of small cell facilities. An approved Pole License incorporates the provisions of equipment (e.g., small cell , utility box, wiring, etc) on City pole(s) as identified

Small Cell or Microcell: Following the approval of a Pole License, the Licensee License Agreement (MLA), the Small Cell permit is the construction permit that

Telecom Underground and Aerial: The installation of underground or aerial tel permit. The Telecom Underground and Aerial permit is the encroachment and

Wireless Telecommunications Facility or Macrocell: A Wireless Telecommunic equipment (including software) necessary for the transmission and/or receptio property (e.g., parks, open space, etc) or in the City's public right-of-way. The

Search

5 Wireless Telecommunication

- Micro Cells
- Pole License
- 6  Telecom Underground and Aerial
- Wireless Telecommunication Facility (Macro Facility)

7 Continue Application >

### STEP 4:

- Follow Application Steps, Fill Out Required Fields, Upload Required Documents, and Submit your Application:
  - If you experience any issues with the application, please notify [DSD@chulavistaca.gov](mailto:DSD@chulavistaca.gov)
- Fees will be assessed by staff upon intake of the application and an invoice will be e-mailed to you and begin the review process upon payment received.