



WIRELESS TELECOM FACILITY (MACRO) 'HOW-TO-APPLY' USER GUIDE

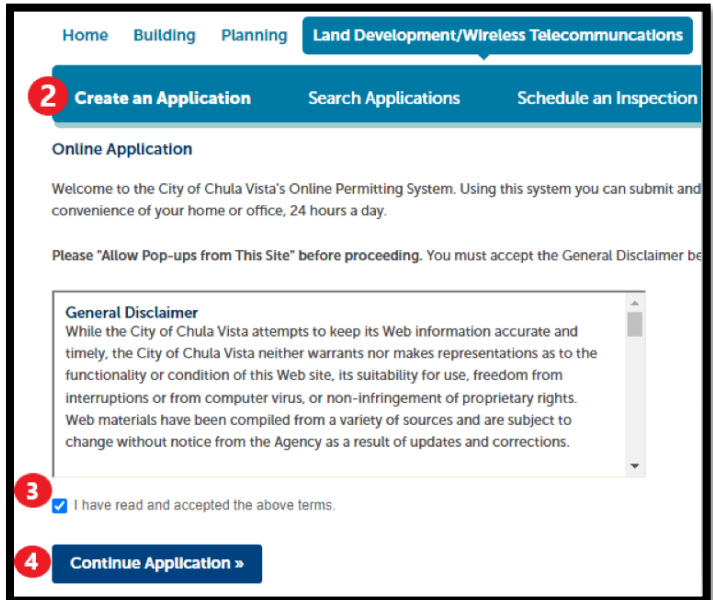
STEP 1:

Log Into Your
Citizen Access 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

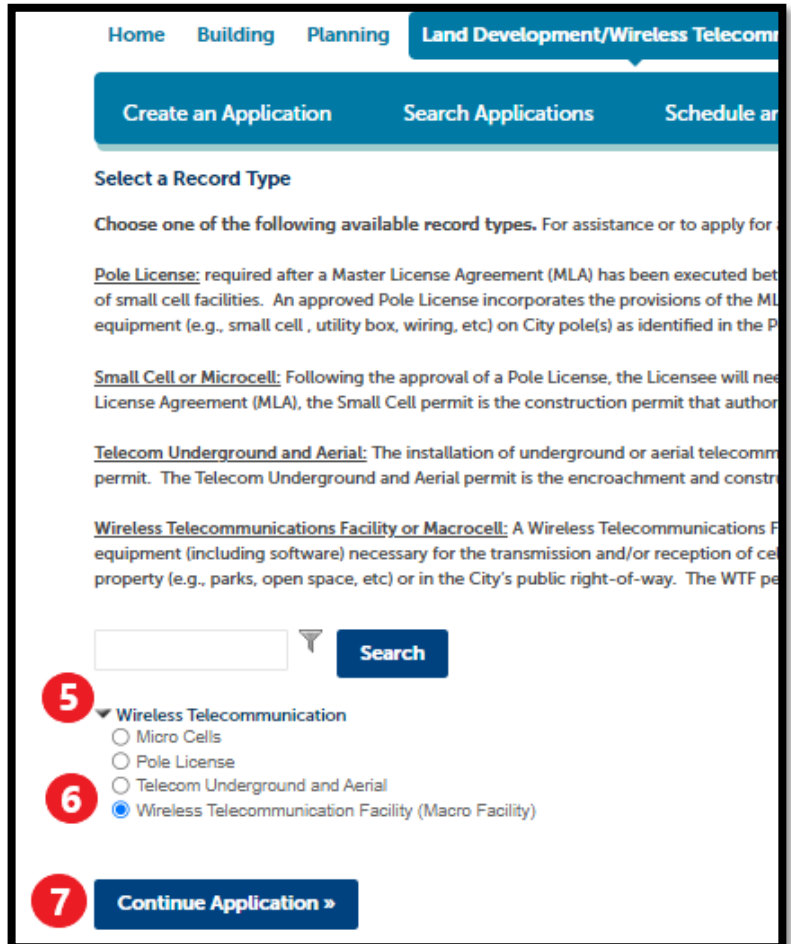


STEP 3:

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

(6) Choose Wireless Telecommunication Facility (Macro Facility)

(7) Click Continue Application



Home Building Planning Land Development/Wireless Telecomm

Create an Application Search Applications Schedule an Appointment

Select a Record Type

Choose one of the following available record types. For assistance or to apply for:

Pole License: required after a Master License Agreement (MLA) has been executed between the Licensee and the City. This permit is required for the installation of small cell facilities. An approved Pole License incorporates the provisions of the Master License Agreement (MLA) and the provisions of the Master License Agreement (MLA) for the installation of equipment (e.g., small cell, utility box, wiring, etc) on City pole(s) as identified in the Pole License Agreement (MLA).

Small Cell or Microcell: Following the approval of a Pole License, the Licensee will need to obtain a Small Cell permit. Following the approval of a Pole License, the Small Cell permit is the construction permit that authorizes the installation of small cell facilities.

Telecom Underground and Aerial: The installation of underground or aerial telecommunication facilities requires a permit. The Telecom Underground and Aerial permit is the encroachment and construction permit.

Wireless Telecommunications Facility or Macrocell: A Wireless Telecommunications Facility (Macro Facility) is a facility that requires a permit for the installation of equipment (including software) necessary for the transmission and/or reception of cellular signals on the property (e.g., parks, open space, etc) or in the City's public right-of-way. The WTF permit is required for the installation of equipment (including software) necessary for the transmission and/or reception of cellular signals on the property (e.g., parks, open space, etc) or in the City's public right-of-way.

Search

5 Wireless Telecommunication

6 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
- 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.