



## WIRELESS TELECOMMUNICATION FACILITIES Class 2 Conditional Use Permit

### Related Code Sections

Los Angeles Municipal Code (LAMC) Section 12.24 W.49 (Class 2 Conditional Use Permit) of Chapter 1 authorizes applications for new Wireless Telecommunication Facilities (WTFs) where otherwise not permitted by the zone or where the project cannot meet the standards identified in LAMC Sections 12.21 A.20 or 12.21 A.21 of Chapter 1. This includes WTFs located in specific plan areas, except for those in scenic areas as stated below. Procedures for a Class 2 Conditional Use Permit are governed by LAMC Section 13B.2.2. of Chapter 1A.

LAMC Section 11.5.7 F (Project Exception) of Chapter 1 authorizes applications for new WTF facilities proposed within scenic corridors, scenic parkway specific plan areas, or upon roadways designated as scenic highways within specific plan areas. Procedures for a Project Exception are governed by LAMC Section 13B.4.5. of Chapter 1A.

LAMC Section 13B.2.2.H. (Class 2 Conditional Use Permit) of Chapter 1A authorizes Plan Approval (PA) and Deemed-to-be-Approved Plan Approval (PAD) applications for WTFs at existing facilities.

### Public Hearing and Notice

The following is for informational purposes only and not required at the time of filing, unless otherwise requested. Refer to the Mailing Procedures Instructions ([CP13-2074](#)) and Posting Instructions ([CP-7762](#)) for applicable requirements.

#### Class 2 Conditional Use Permit

Notification of a public hearing for the above process includes Property Owners and Occupants (i.e., tenants) within 300 feet from the boundaries of the subject site and the Certified Neighborhood Council representing the area in which the property is located, as well as on-site posting of the notice.

#### Project Exception

Notification of a public hearing for the above process includes Property Owners and Occupants (i.e., tenants) within 500 feet from the boundaries of the subject site and the Certified Neighborhood Council representing the area in which the property is located, as well as on-site posting of the notice.

#### Plan Approval

This entitlement requires notification of Abutting Property Owners from the boundaries of the subject site. A greater noticing requirement may be required based on the most recent decision letter.

## Filing Instructions

Filing appointments shall be made directly with Wireless Telecommunications Unit staff. An [Assignment List](#) can be found on the City Planning website at <http://planning.lacity.org> under the “About” tab.

# Specialized Requirements

When filing for the above application, the following items are required in addition to those specified in the City Planning Application Filing Instructions ([CP13-7810](#)). These items are to be uploaded to the [Case Central](#) site to be examined for relevance to the application, and additional supplemental documents could be required at this point of the process.

## City Planning Application

This form ([CP13-7771.1](#)) shall be signed and notarized by the recorded Owner of the properties involved and signed by the Applicant. The wireless communication provider shall be the Applicant. Include contact information for the corporate office of the provider as well as any Agent / Representative delegated to process the application.

## Plot/Site Plan

Provide a Plot or Site Plan of the project site (e.g., entire office complex, mini-shopping center) in addition to the portion of the site where the WTF is to be located. The Plot/Site plan should include:

- A solid circle with a note marked indicating the location of each WTF equipment cabinet;
- A solid “X” with a note marked indicating the location of each WTF antenna;
- The circle and “X” can be right next to each other if the antenna is located at the same location of the equipment cabinet;
- A set of coordinates of the location of the equipment cabinet and antenna(s) in latitude (X) and longitude (Y) translated into decimal degrees and rounded to the nearest 100th of a second for each location of the antenna(s) and cabinet(s) listed at the bottom left corner below the parcel legal description.

Refer to the Plot Plan Instructions ([CP-7752](#)) for applicable requirements.

## Elevation Plan

Provide elevations of all sides of the project site. If the project is a rooftop facility, the elevation plan should delineate the height of the building with and without the proposed facility. Refer to the Elevation Instructions ([CP-7817](#)) for applicable requirements.

## Landscape and Irrigation Plan

Projects, other than rooftop WTFs, shall provide landscape and irrigation plans. Plans shall be

drawn to scale and include before and after photographs indicating size, spacing and type of plantings. Refer to the Landscape Plan Instructions ([CP-6730](#)) for applicable requirements.

### Photo Simulation Drawings

Provide before and after photographs specifying the location of antennas, support structures, power poles, utility boxes, transmission buildings and/or other accessory uses. Include site access, parking, fences, signs, landscaped areas, and adjacent land uses.

### Existing Facilities

Provide a list detailing the property address and type of facility (e.g., monopole, antenna) for all facilities operated by the applicant in the City of Los Angeles.

### Evidence of Co-location Efforts

Provide evidence that an effort was made to locate on an existing WTF site including a listing of the alternative sites that were examined. Include a brief statement as to coverage/interference analysis and capacity analysis and other reasons for success or no success in co-location efforts.

### Screening

Describe how the proposed project complies with, and/or discuss the deviations requested from, the visual impact standard of LAMC Section 12.21 A.20(a)(4) of Chapter 1 and the screening requirements of LAMC Sections 12.21 A.20(a)(5) and 12.21 A.21(b) and (c) of Chapter 1.

### Structural Integrity Report

Applications for wireless towers shall provide a structural integrity report from a professional engineer licensed in the State of California documenting the tower height and design, including technical, engineering, economic, and other pertinent factors governing selection of the proposed design, anticipated capacity of the structure and failure characteristics, in compliance with LAMC Section 12.21 A.20(b)(3) of Chapter 1.

### FCC and FAA Statements

Provide statements regarding the regulations of the Federal Communications Commission (FCC) and, if applicable, the Federal Aviation Administration (FAA) as follows:

- That the application complies with the regulations of the FCC, or a statement from the applicant that compliance is not necessary, and the reasons why.
- If the WTF is near an airfield, that the application has not been found to be a hazard to air navigation, or a statement that no compliance with Part 77 of FAA regulations is required and the reasons why. (To ascertain if a site is within an airport hazard area, check under the “Additional Information” tab in the zoning information maps at <http://zimas.lacity.org>).

## Coverage/Capacity Report (Propagation Study)

Provide a coverage/interference analysis and capacity analysis (also known as a propagation study) that the location and height of the antennas as proposed is necessary to meet the frequency re-use and spacing needs of the system and to provide adequate wireless telecommunication coverage and capacity to areas which cannot be adequately served by locating the antennas in a less restrictive zone, or that an effort was made to locate on existing sites or towers, with no success.

## Specific Plans

Projects located in specific plan areas with Design Review Boards (DRBs) shall provide additional materials for the DRB and may be subject to an additional public hearing prior to the public hearing required for the Conditional Use Permit or Project Exception. If the project is located within a Specific Plan or Overlay, consult with the assigned planner to confirm what additional items may be required. An Assignment List can be found on the City Planning website at <http://planning.lacity.org> under the "About" tab.

## Findings

The decision maker must decide if the facts presented in the record support the findings (i.e., criteria for approval) established in the LAMC. On a separate sheet, provide a detailed justification/explanation of how the proposed project conforms with the following:

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1. The project will enhance the built environment in the surrounding neighborhood or will perform a function or provide a service that is essential or beneficial to the community, city, or region.
2. The project's location, size, height, operations, and other significant features will be compatible with and will not adversely affect or further degrade adjacent properties, the surrounding neighborhood or the public health, welfare, and safety.
3. The project substantially conforms with the purpose, intent and provisions of the General Plan, the applicable community plan, and any applicable specific plan.
4. The project balances the benefit of the project to the public with the facility's technological constraints, design, and location, as well as any other relevant factors.
5. The project is consistent with the general requirements of the WTF Standards set forth in Section 12.21 A.20 of Chapter 1.

## Project Exception

Refer to the Project Exception Specialized Requirements ([CP13-7777](#)) for applicable Findings.