



LAND DEVELOPMENT DIVISION

14177 Frederick Street * P.O. Box 88005 * Moreno Valley, CA 92552-0805
Phone: 951.413.3120 * Fax: 951.413.3158 * www.moval.org * LandDevelopment@moval.org

PERMIT NO.: _____ SITE I.D. #: _____

WIRELESS FACILITY PERMIT APPLICATION FOR INSTALLATIONS WITHIN PUBLIC RIGHT-OF-WAY

**FEE PER SITE: \$100 per Co-Location
\$1,000 per New Pole**

THIS FORM IS DESIGNED TO GATHER REQUIRED TECHNICAL INFORMATION IN SUPPORT OF AN APPLICATION FOR A NEW OR MODIFIED (GENERALLY, THE “PERMIT”) FOR A WIRELESS FACILITY WITHIN THE CITY OF MORENO VALLEY RIGHT OF WAY.

THIS APPLICATION IS A MANDATORY ELEMENT OF THE APPROVAL PROCESS. NO APPLICATION FOR A NEW AND/OR MODIFICATION WIRELESS FACILITY PERMIT THAT QUALIFIES FOR APPROVAL SHALL BE CONSIDERED FOR DETERMINATION OF COMPLETENESS UNTIL THIS FORM AND REQUIRED ATTACHMENTS ARE PROVIDED TO THE CITY OF MORENO VALLEY.

EVERY PAGE ON THIS FORM, INCLUDING THIS PAGE, MUST BE COMPLETED AND SUBMITTED TO THE CITY OF MORENO VALLEY LAND DEVELOPMENT DIVISION. EACH PAGE MUST BE SIGNED AND/OR INITIALED WHERE INDICATED.

QUESTIONS ABOUT THIS FORM OR THE REQUIRED INFORMATION SHOULD BE DIRECTED TO THE CITY OF MORENO VALLEY LAND DEVELOPMENT DIVISION AT (951) 413-3120 OR BY EMAIL AT LANDDEVELOPMENT@MOVAL.ORG. THIS APPLICATION IS TO OUTLINE SUBMITTAL REQUIREMENTS CONSISTENT WITH THE APPLICABLE FCC RULINGS. A SEPARATE *ENCROACHMENT PERMIT APPLICATION* WILL BE NEEDED FOR CONTRACTORS TO START WORK.

YOU ARE ADVISED TO BE FAMILIAR WITH THE MORENO VALLEY MUNICIPAL CODE, CITY OF MORENO VALLEY PUBLIC WORKS STANDARD PLANS, AND THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (I.E. “GREEN BOOK”).

PRIOR TO SUBMITTAL OF A WIRELESS PERMIT APPLICATION, A MASTER LICENSE AGREEMENT SHALL BE OBTAINED FOR ALL WIRELESS COMMUNICATIONS FACILITIES PROPOSED FOR ATTACHMENT TO CITY STREET LIGHTS.

1.0 INFORMATION

PROJECT LOCATION (25 max. per application): _____

[Use separate spreadsheet to list if applying for more than one (1) location – designate as “*Attachment 1.01*”]

Initial here _____ if Attachment 1.01 is attached to this application, and continue.

PROJECT GLOBAL POSITIONING SYSTEM (GPS) COORDINATES (for both the original & new pole – if replaced):

[Include this information in “*Attachment 1.01*” if applying for more than one (1) location.]

2.0 APPLICANT

SAME AS: [] OWNER [] OWNER’S REPRESENTATIVE [] OTHER

COMPANY NAME: _____

MAILING ADDRESS: _____

PRIMARY CONTACT: _____ OFFICE # / EXTENSION: _____

MOBILE #: _____ EMAIL: _____

3.0 PROJECT OWNER INFORMATION

Disclose the name(s), address(es), contact person(s), and telephone number(s) for all project owners:

[Use additional sheets if needed – designate as “*Attachment 3.01*”]

Initial here _____ if Attachment 3.01 is attached to this application, and continue.

PROJECT OWNER NAME (i.e. carrier or licensee): _____

MAILING ADDRESS: _____

PRIMARY CONTACT: _____ OFFICE # / EXTENSION: _____

MOBILE #: _____ EMAIL: _____

If the Applicant is not the Project Owner, attach a notarized letter appointing the *Applicant* as representative of the Project Owner(s) in connection with this application.

[Designate the notarized letter from Agency as “*Attachment 3.02*”]

Initial here _____ if Attachment 3.02 is attached to this application, and continue.

Attach a copy of the executed Master License Agreement (for attachments to City streetlights).

[Designate the License Agreement as “*Attachment 3.03*”]

Initial here _____ if Attachment 3.03 is attached to this application, and continue.

✱ ***NOTE:*** *Application will not be processed without this attachment, if applicable.* ✱

4.0 PROJECT DETAILS

A complete submittal package shall include, but not be limited to, the following items:

Construction plans, which shall include: antenna/equipment, fiber-optic backbone, traffic control, pole elevations plotted to scale on maximum 24"x36" sheets, photo simulations (see Section 5.0) and structural calculations. The plans shall conform to the following applicable requirements:

1. Draw to scale (1' = 40' minimum) and include North direction arrow. Plans shall be oriented so that north points to the top of the page.
2. Plot the entire location and dimensions of all pertinent data such as: easements, driveways, landscaping, parking, fencing, and distances to all property lines.
3. Plot all existing and/or proposed physical features, conduits, boxes, antennas, utility poles, and structures within 100 feet of the location.
4. Street station the site to the nearest intersecting street and identify all street names.
5. Dimension height of all structures from the highest adjacent curb.

5.0 PROJECT PHOTOGRAPHS AND PHOTO SIMULATIONS

Where it's proposed to construct and/or modify a wireless site, pre-project photographs and photo simulations showing the project after completion of construction shall be provided and conform to the following requirements:

1. Minimum size of each must be 8.5"x11" (portrait or landscape orientation).
2. All elements of the project as proposed must be shown in one or more close-in photo simulations.
3. The overall project as proposed must be shown in four (4) or more area photographs and photo simulations. At a minimum, the views must be taken from widely scattered positions separated by an angle of no greater than 90 degrees from any other photo location.
4. For each photograph and photo simulation, show on an area map identifying the location and perspective angle to the project location.
5. All 'before' and 'after' photographs and photo simulations must be of the same scale. For example, do not place a smaller 'before' photo in a box on the same page as a large "after" photo simulation.

The number and actual or simulated camera location of these photographs and photo simulations are subject to City of Moreno Valley determination. The Applicant must submit in conformance with these instructions, and be prepared to provide additional photographs and photo simulations should the City of Moreno Valley request them.

[Designate the photos as "**Attachment 5.01**"]

6.0 FORM CERTIFICATION

The undersigned certifies on behalf of itself and the Applicant that the answers provided here are true and complete to the best of the undersigned's knowledge.

SIGNATURE

TITLE

PRINT NAME

EMAIL ADDRESS

PRINT COMPANY NAME

OFFICE / MOBILE NUMBER

DATE SIGNED: _____

7.0 PUBLIC WORKS APPROVAL (to be completed/signed by staff)

If necessary, is executed License Agreement attached (see Section 3.0) Yes No N/A

Public Works / Land Development Approval:

NO

Date Returned to Applicant: _____

Returned by: _____
Reviewer Name (Print) / Signature

Remarks: _____

YES

Approved by: _____
Reviewer Name (Print) / Signature

Date Approval Signed: _____

IMPORTANT: This is NOT a permit to begin construction. A complete Encroachment Permit Application package with the appropriate licensing and insurance will be required to be submitted by the contractor to the Land Development division as we as a copy of this approved application.