

Project Name: _____

Project No. _____

**Los Angeles County Public Works
Small Cell Facility in Public Right of Way
Design Standards Checklist**

The design standards herein apply to applications for Road Wireless Facility permits for Small Cell Facilities (SCF) and Eligible Facilities Requests (EFR), as defined by the Federal Communications Commission (FCC) (47 C.F.R. § 1.6002(l)), located in the highway or public right of way (PROW). The Director of Public Works (Road Commissioner) shall determine whether the proposed SCF complies with the design standards set forth below. Modification to any permitted SCF will require a new application and Road Wireless Facility permit to be issued by Public Works. Note that a maximum of one (1) SCF per support structure or side-arm on a utility pole is allowed.

I. APPLICATION MATERIALS

A. REQUIRED ITEMS (Check all being submitted):

- This completed checklist.
- Road Wireless Facility permit application with applicable fee.
- All information, plans^{1,2}, and supporting documents³ required by the Road Wireless Facility permit application.
- Letter of Authorization(s) from the facility owner/service provider(s) if a representative consultant is processing the permit.
- Proof of liability insurance in compliance with the permit insurance requirements [Road Permit Application.pdf \(lacounty.gov\)](#).
- A copy of the public notification to be mailed to all affected residents/occupants within a 500-foot radius from the proposed SCF location consistent with the notification template. Upon receipt of the application, Public Works will provide the mailing list, language notification requirements other than English and a certification form to be completed by the applicant. The applicant shall mail the notifications to all recipients on the mailing list, sign the certification of mailing to verify that all notifications have been mailed, and return the certification to Public Works prior to permit issuance.
- Radio Frequency Emissions (RFE) report that quantifies the radio emission levels generated by the SCF within the coverage area. The RFE report shall include a cumulative analysis that accounts for wireless facilities operated by others within the coverage area and lists the exposure levels for both pre-and post-installation conditions.
- Copy of the FCC license applicable for the intended use of the proposed facility.

B. CONDITIONAL ITEMS (Check applicable):

- When using a non-County-owned support structure, proof of approval or authorization from the support structure owner authorizing the applicant to install/modify the SCF.

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- When using a new or replacement County-owned support structure such as a streetlight pole or traffic signal pole, an approved street light plan, traffic signal plan, or other appropriate plan.
- When using an existing County-owned support structure such as a streetlight pole or traffic signal pole, an approved street lighting plan, traffic signal plan, or other appropriate plan, and a structural analysis.
- When using a County-owned support structure, applicant has a valid and effective Master License Agreement with the County.
- When the SCF to be placed is within a Fire Hazard Severity Zone, as determined by Cal Fire <https://osfm.fire.ca.gov/fhsz-maps>, applicant shall submit a report that details mitigation measures employed to mitigate potential fire hazards that may be posed by the SCF.

C. SCF LOCATION / POLE INFORMATION

The SCF to be placed on a new support structure in the PROW is located within the following areas (check applicable): If any are checked, land use approval from Regional Planning is required.⁴

- Coastal Zone (All SCF, whether on existing or new support structures, require Regional Planning approval)
- Scenic Highway
- Significant Ecological Area
- Significant Ridgeline

This application is for (check one):

- A new SCF
- A temporary SCF
- An EFR

The SCF support structure is a(n) (check one):

- Existing support structure
- Replacement support structure
- New support structure

The SCF to be placed is within a Fire Hazard Severity Zone, as determined by Cal Fire <https://osfm.fire.ca.gov/fhsz-maps> (check one):

- Yes, the applicant shall submit a written report that verifies compliance with applicable requirements and standards for installation and identifies mitigation measures employed to mitigate any fire hazards that may be posed by the SCF.
- No.

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The SCF to be placed on a new or existing support structure is located in a highway on or bordering with National Park Service-owned Federal land in the Santa Monica Mountains National Recreation Area (check one):

- Yes, a National Park Service Right of Way permit will be necessary. Information is available at [Right-of-Way Permit \(U.S. National Park Service\) \(nps.gov\)](https://www.nps.gov/rowp).
- No.

The SCF is supported, listed in order of preference, by (check one):

- Utility pole
- Streetlight pole
- Pedestrian Light pole
- Traffic Signal pole
- Other (please specify): _____

The SCF is proposed to be installed on a support structure owned by (check all that apply):

- Southern California Edison³
- Los Angeles County Public Works¹
- Other³ (please specify): _____

D. FOOTNOTES

¹ A SCF proposed to be mounted on a new, existing, or replacement County-owned support structure such as a streetlight pole or traffic signal pole requires an approved street lighting plan, traffic signal plan, or other appropriate plan. Plans must be submitted in EPIC-LA for plan review and approval PRIOR TO submittal of the Road Wireless Facility permit application. The application will be deemed incomplete without the submittal of the approved plans. A structural analysis is required for a SCF installation on any existing County-owned support structure.

² A SCF on a new support structure to be located in a highway identified as a Scenic Highway in the County General Plan, or to be located within the boundaries of a Coastal Zone or a Significant Ecological Area, requires approval from Regional Planning PRIOR TO submission of a Road Wireless Facility Permit application. The application will be deemed incomplete without first obtaining the approval from Regional Planning.

³ A SCF mounted on a non-County owned support structure requires proof of approval or authorization from the support structure owner for the applicant/service provider to install and operate the SCF.

⁴ Submit a Regional Planning-base application through EPIC-LA at epicla.lacounty.gov. Please contact info@planning.lacounty.gov for general application information.

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II. SCF DESIGN STANDARDS

The SCF to be mounted on a structure located within the PROW shall conform to the following design standards. Confirm compliance by completing the table below.

STRUCTURE-MOUNTED INSTALLATION IN PROW	PLAN SHEET AND ITEM NUMBER INDICATING COMPLIANCE WITH STANDARD	APPLICANT'S INITIALS
1. The location or placement of SCF does not: interfere with the use of the highway; impede the flow of vehicular or pedestrian traffic; impair the primary use and purpose of traffic signals, streetlights, utility poles, other support structures, signs, or other County infrastructure in the highway; interfere with the County's use of County infrastructure; interfere with outdoor dining areas or emergency facilities; or otherwise obstruct the accessibility of the highway. The SCF and associated equipment in the highway complies with Americans with Disabilities Act requirements.		
2. The center of the new or replacement support structure is set back a minimum of 24 inches from the face of the curb. For highways with no curbs, the new or replacement support structures is set back a minimum of 10 feet from the edge of the traveled way in rural areas or six feet from the edge of the traveled way on residential streets, where feasible. (Depict on site plan with this corresponding number.)		
3. No above-ground equipment associated with the SCF, such as electric service meters, is proposed within the PROW.		
4. The SCF is powered with a dedicated service line or power supply. There is no sharing or comingling of power circuits used for County infrastructure. (Depict on site plan with corresponding number.)		
5. The SCF is placed 20 feet or more from any residential window, measured horizontally from the pole or support arm, whichever is closer to the residential window. (Depict on site plan with the corresponding number.)		
6. The support structure with the SCF does not extend the existing structures on which they are located to a height of more than 50 feet or by more than 10 percent, whichever is greater. (Depict on site plan with corresponding number.)		

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7. All equipment associated with the SCF, including the wireless equipment associated with the antenna, and any pre-existing associated equipment on the structure, does not exceed a total volume of 28 cubic feet. (Depict on site plan with corresponding number.)		
8. All conduit and wiring is concealed, either within the pole or flush mounted against the pole AND there are no exposed loose wiring hoops. (Depict on site plan with corresponding number.)		
9. All antennas or associated SCF equipment are installed at least five (5) feet from any existing radio equipment on county infrastructure. (Depict on site plan with corresponding number or indicate N/A.)		
10. The SCF, antenna and associated equipment are installed to meet the OSHA Standard 1926.1408 for power line safety.		
11. The SCF is painted or otherwise finished in a non-reflective neutral color finish consistent with the predominant color of the support structure.		
12. Unless otherwise required by applicable County, State, or Federal regulations, the SCF does not have any artificial lighting. If artificial lighting is required and the SCF is located within the Rural Outdoor Lighting District, the artificial lighting complies with the relevant standards.		
13. The SCF is placed at least eight feet above the finished grade. (Depict on site plan with corresponding number.)		
14. Antennas or other equipment are placed so that they do not block or impede the illumination of lighting to the ground below. (Depict on site plan with corresponding number or indicate N/A.)		
15. For utility poles, if one (1) side-arm assembly is utilized, the side-arm does not extend further than six (6) feet from the support structure and any associated equipment is mounted or affixed <u>directly</u> on the side arm or support structure without the use of extensions or other additional mounting equipment between the side-arm and support structure (e.g., no clustering or dangling accessory equipment). If a cross-arm (two side arms) is utilized, it does not exceed a total length of twelve (12) feet. No more than one antenna is mounted or attached on a single-side arm. (Depict on site plan with corresponding number or indicate N/A.)		
16. The SCF or combination of SCFs will not produce exposure levels that exceed the applicable FCC standards for RFE.		

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17. The SCF is designed and will be installed to ensure that the SCF and supporting structure(s) meet minimum standards for public safety and will be maintained to prevent electrical and fire hazards.		
18. The selection of the support structure for the SCF meets the Order of Use as required in Section 16.025.040 of the Los Angeles County Code.		

With my initials above and signature below, I acknowledge, represent, and warrant that the proposed SCF complies with the County's SCF design standards as set forth herein. Any misrepresentation or failure to comply with the SCF design standards may result in denial or revocation of authorization and the Road Wireless Facility permit, in addition to other legal remedies available to the County. Incomplete applications, consistent with applicable law, may incur additional review and processing time. I further acknowledge, represent, and warrant that the proposed SCF qualifies as a small cell facility or eligible facilities request as defined by the FCC (47 C.F.R. § 1.6002(I)).

Name: _____ For (company): _____

Signature: _____ Date: _____

Checklist Certification: *I certify that all requested materials have been submitted with my application and the checklist is complete. I understand that failure to submit required information may cause delay. I also understand that additional items may be requested after the application is submitted and reviewed.*

Name: _____ For (company): _____

Signature: _____ Date: _____

COUNTY USE ONLY	<input type="checkbox"/> <u>This SCF Design Standards Evaluation Checklist is complete.</u> <input type="checkbox"/> <u>This SCF does not comply with all of the SCF Design Standards.</u> Permit No: _____ Reviewed by: _____ Date: _____
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