

**Wireless Facilities Group Pre-Application**  
CITY OF ENCINITAS  
PLANNING AND BUILDING DEPARTMENT

505 South Vulcan Avenue  
Encinitas, California 92024  
(760) 633-2710

Date of Application: \_\_\_\_\_  
Community Area: \_\_\_\_\_

Please complete the following:

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_ APN: \_\_\_\_\_

Between \_\_\_\_\_ And \_\_\_\_\_  
(Street) (Street)

APPLICANT

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Last, First, Middle Initial or Firm Name)

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

OWNER(S)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Last, First, Middle Initial or Firm Name)

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

ENGINEER / ARCHITECT

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Last, First, Middle Initial or Firm Name)

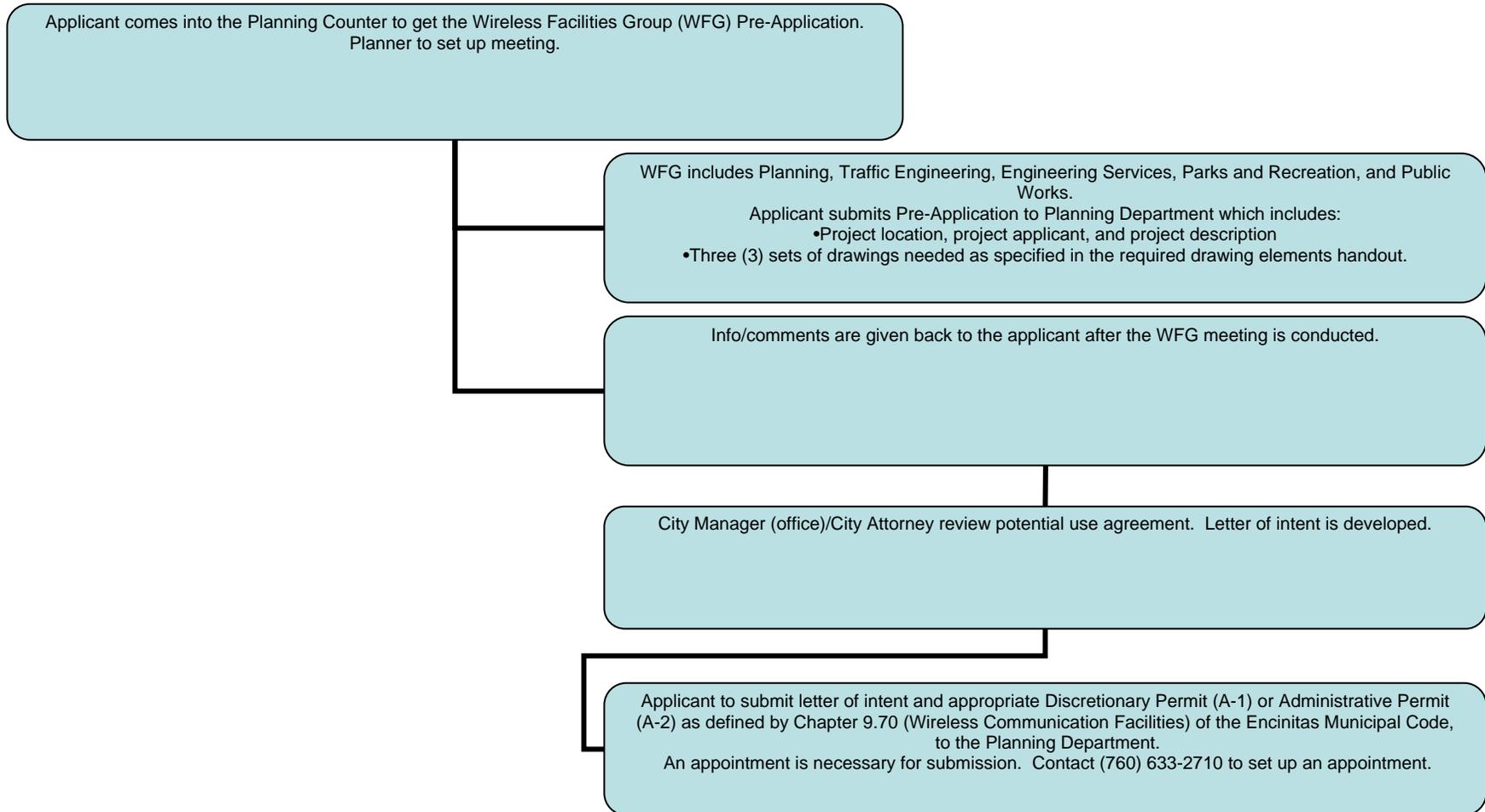
Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

PROJECT DESCRIPTION (Describe proposed project. Describe what you are requesting):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Procedures for Wireless Telecommunication Facility proposals on City Property and in the Right-of-way (ROW)



## REQUIRED DRAWING ELEMENTS FOR WIRELESS FACILITIES GROUP (WFG)

A vital part of the Wireless Facilities Group (WFG) is to have adequate plan set information in order properly review the proposed location of a wireless telecommunications facility proposal as it relates to City owned and maintained property. Unless otherwise indicated, you must provide all of the following information. You will need to prepare 3 sets of drawings (24" X 36" in size) for the WFG to review. All plans must be accurately scaled and dimensioned.

Needed	N/A	Item
<input type="checkbox"/>	<input type="checkbox"/>	<b>A. <u>Site Plan.</u></b> <i>The site plan shall indicate:</i>
<input type="checkbox"/>	<input type="checkbox"/>	1. All exterior site boundaries, correctly scaled and dimensioned.
<input type="checkbox"/>	<input type="checkbox"/>	2. Location of buildings and structures both existing and proposed, relative to each other and to site boundaries. Indicate extensions of rooflines beyond building walls.
<input type="checkbox"/>	<input type="checkbox"/>	3. Location of off-street parking and loading facilities, and their dimensions.
<input type="checkbox"/>	<input type="checkbox"/>	4. Location and dimensions of all driveways, access roads, and curb cuts, indicating the type of construction material.
<input type="checkbox"/>	<input type="checkbox"/>	5. Location and dimensions of present and proposed street and highway dedications required to handle the traffic generated by the proposed uses.
<input type="checkbox"/>	<input type="checkbox"/>	6. Location of walls, fences and hedges, and the indication of their height and type of construction materials.
<input type="checkbox"/>	<input type="checkbox"/>	7. Location of refuse collection/enclosures and an indication of the height and type of construction materials.
<input type="checkbox"/>	<input type="checkbox"/>	8. Location and type of significant vegetation and indicate whether they will remain or be removed.
<input type="checkbox"/>	<input type="checkbox"/>	9. Locations and calculations of areas proposed to satisfy landscaping requirements, and landscaping required for parking areas.
<input type="checkbox"/>	<input type="checkbox"/>	10. Location and dimensions of easements.
<input type="checkbox"/>	<input type="checkbox"/>	11. Location of nearest buildings adjacent to the project site.
<input type="checkbox"/>	<input type="checkbox"/>	12. Location and dimensions of significant waterways, flood plains and/or other topographical features.
<input type="checkbox"/>	<input type="checkbox"/>	13. Depiction of existing site contours and all proposed grading. For housing developments, plotting and plan types, exterior treatments (elevations) and color schemes.
<input type="checkbox"/>	<input type="checkbox"/>	14. Depiction of existing and proposed drainage facilities.
<input type="checkbox"/>	<input type="checkbox"/>	15. Label the Zoning for the subject parcel, parcels, or R-O-W on the site plan.
<input type="checkbox"/>	<input type="checkbox"/>	16. Depiction of existing and proposed public sanitary sewer and sewer laterals. Indicate which sewer agency will be serving the property, if applicable. Show location of existing and proposed septic system.

Needed	N/A	Item
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>C. <u>Preliminary landscape and irrigation plans</u></b> showing landscaping, paving and other hardscape and irrigation. <i>Such plans shall clearly indicate:</i></p> <ol style="list-style-type: none"> <li>1. Plant schedule on the plans indicating the botanical and common name of all plants and the size and location of each plant. The landscape plan shall indicate which plants are proposed to be planted new and which are existing on site, proposed to be retained.</li> <li>2. Approximate location of all irrigation lines and heads.</li> <li>3. Trails, walks, fences, walls (freestanding and retaining walls shall be differentiated).</li> <li>4. Parkway planting and irrigation, including street trees.</li> <li>5. Areas paved for parking or driving, differentiated from areas intended for landscape planting or hardscape.</li> <li>6. Calculation of site area devoted to landscaping and percentage of parking lot area devoted to landscaping.</li> <li>7. A scale of no less than 1" = 100' shall be used for all landscape and irrigation plans.</li> </ol>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>D. <u>Elevations</u></b>. Elevation plans are <u>not</u> to be conceptual, and must accurately show proposed finished building appearance, consistent with site plans and floor plans. Provide elevations of all exterior building walls including courtyard elevations. <i>Elevations shall indicate:</i></p> <ol style="list-style-type: none"> <li>1. Building materials and colors; (samples of building materials and colors should also be submitted; i.e., color chips).</li> <li>2. The height of buildings and structures and all applicable dimensions, from the lower of existing exterior grade or proposed finished exterior grade.</li> <li>3. Any exterior mechanical equipment along with any proposed screening of such.</li> <li>4. Roof treatment.</li> <li>5. Window and door treatment.</li> <li>6. Notes or details sufficient to define all design features, <u>and sizes</u>.</li> <li>7. For housing developments, shadows to indicate horizontal depths, done in a technique that does not obscure elevation features in shadowed areas.</li> </ol>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>E. <u>Floor Plans</u></b> for each floor, denoting room type and interior configuration, accurately scaled and dimensioned.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>F. <u>Architectural and Engineering Data</u></b>. Such other architectural and engineering data as may be required to permit necessary findings that the provisions of this code are being complied with.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>G. <u>Vicinity Map</u></b> showing location of subject property on site plan.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>H. <u>Proposed Attachment or Addition to Existing Building</u></b>. Where an attachment or minor addition to an existing building or structure is proposed, the plan shall indicate the relationship of such proposal to the existing development.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>I. <u>Lighting Plan</u></b>. The lighting plan shall indicate exterior lighting standards and devices. The plan shall be adequate to review possible hazards and disturbances to the public and adjacent properties. Fixture cuts from manufacturer shall be provided for all fixtures proposed, describing dimensions, materials and colors.</p>

**\*Street traffic signals and decorative street lamps will not be considered for wireless telecommunication facility proposals.**