

**WIRELESS PANEL ANTENNA/EQUIPMENT CHANGE OUTS**  
**RESIDENTIAL / COMMERCIAL STRUCTURES**  
**Projects Exempt from Site Plan and Design Review Requirements**

Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Project Address: \_\_\_\_\_ Email: \_\_\_\_\_

**SECTION 1:**

Yes  No Is the proposed project in a Historic District, or on a Landmark Parcel?

If checked NO, proceed to section 2 below.

If checked YES, project is not exempt and must be reviewed by Preservation Staff.

**SECTION 2:**

**A. ANTENNA TYPE (Note: applies only to panel antennas)**

1.  The proposed antennas will replace existing antennas in the same location.
2.  The new antennas will be painted to match at point of attachment.
3.  The new antennas do not project further out than the existing antennas (up to 12 inches acceptable).
4.  The new antennas do not increase the height of the tower/pole/structure.
5.  The replacement antennas are not more than two (2) feet larger than existing antennas (in any dimension).

**B. RELATED EQUIPMENT**

1.  The original equipment is screened or within a lease area on the ground.  
 There is no change proposed to equipment location (i.e., remains in the existing lease area); or  
 New equipment will be screened from view if on a structure or located in existing lease area on ground.
2.  The proposed equipment will not be in any required setback.

**C. EMERGENCY STANDBY GENERATORS FOR MACRO CELL TOWER SITES**

1.  The proposed equipment is an emergency standby generator (defined in [Government Code Section 65850.75](#)) and meets all of the following requirements:
  - This form is submitted with a building permit application prior to January 1, 2024.
  - The emergency standby generator complies with applicable standards in Section 2.B. of this form. Please check all boxes that apply.
  - The emergency standby generator is rated below 50 horsepower, compliant with applicable air quality regulations, has a double-walled storage tank, not to exceed 300 gallons, and is mounted on a concrete pad.
  - The macro cell tower site at which the emergency standby generator is proposed to be installed is an existing site that was previously permitted by the applicable local agency.
  - The emergency standby generator complies with all applicable state and local laws and regulations, including building and fire safety codes.
  - The physical dimensions of the emergency standby generator and storage tank are cumulatively no more than 250 cubic feet in volume.
  - The emergency standby generator shall be located not more than 100 feet from the physical structure of the macro cell tower or base station.

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**D. MINOR CHANGE**

1.  Minor change reviewed and approved by staff and determined to be exempt from site plan and design review.  
Comment:

(Requires review and approval by management: Manager Initials \_\_\_\_\_)

**NOTE: Any work proposed that cannot be indicated by a checked box requires review by a Planner and/or Design Review/Preservation Staff prior to issuance of a building permit.**

**By signing below, the applicant certifies that this form accurately describes the proposed work.**

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**FOR CITY STAFF USE ONLY**

**Counter Staff:** \_\_\_\_\_

In a Historic District, or is it a Landmark Parcel?  No  Yes (requires review and approval by Preservation Director or designee prior to issuance of permit)

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