



Community Development Department
300 First Street
Woodland CA 95695
(530) 661-5820
www.cityofwoodland.gov

WIRELESS FACILITIES SUBJECT TO PL 112-96 § 6409 Design Review

THIS HANDOUT IS A SUMMARY OF REQUIREMENTS
For further information, reference Section [17.84.360](#) of the
Woodland Municipal Code.

Prior to installation of any wireless facility modification(s) subject to PL 112-96 Sec. 6409, a **Design Review Application** must be approved by the Community Development Department to ensure conformance with all applicable sections of the City's Wireless Communications Facilities Ordinance (Section 17.84.360 of the Woodland Municipal Code). A Building Permit must be issued prior to installation of any new equipment.

APPLICATION SUBMITTAL REQUIREMENTS:

All applications must be completed as listed below, to the satisfaction of the Community Development Department before being accepted for processing.

- General Application Form
- Letter of Agency, signed by the property owner and notarized
- **Required Planning Application Fee: (Verify current fee with City Planning Staff)**
 - Checks made payable to: City of Woodland
 - An additional Building Permit application will be needed for building plan check. Building permit fees will be paid to the Building Division when permit is issued.
- Address of existing wireless facility and proposed location of modifications
- Detailed description of the proposed modifications to the existing facility
- Description of all construction to be performed in connection with the proposed modification.
- **Site/Equipment Plan drawn to scale, including:**
 - Property lines, building location(s) and setbacks
 - Elevations, existing and proposed antenna/equipment layout plans
 - Building and street dimensions (if applicable)
 - Location of adjacent buildings (if applicable)
 - Equipment installation details and materials specifications
- Signed statement by a certified engineer licensed and qualified in California, attesting that the work that will not substantially change the physical dimensions of the existing facility, as defined in the Title 47 Code of Federal Regulations Section 1.6100(b)(7), and the work to be performed will not trigger discretionary review.
- A photograph of the wireless tower or base station as originally constructed, if available, and a photograph of the existing wireless tower or base station, and a graphic depiction of the wireless tower or base station after modification, showing all relevant dimensions.

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If you have questions, please call the Community Development Department at (530) 661-5820 or visit the front counter at 300 First Street, Woodland, CA 95695.