APPLICATION FOR AMENDMENT (MINOR CHANGE) TO AN EXISTING CONDITIONAL USE PERMIT FOR TELECOMMUNICATIONS FACILITY

FEES: $1,605

1. PURPOSE:
The purpose of the amendment to an existing Conditional Use Permit process is to review certain uses possessing unique characteristics to ensure that the establishment or significant alteration of those uses will not adversely affect surrounding uses and properties nor disrupt the orderly development of the community; that the proposed use is in the best interest of the public health, safety and welfare of the community; and that it is in accordance with the goals and objectives of the City’s General Plan.

In order to ascertain whether an intended use is compatible with other existing and permitted uses and not a significant alteration, the Planning Division must review a complete application. The Planning Division is wholly dependent on the applicant to provide all information necessary to enable the Planning Division to reach an informed decision. An application must contain all information, either written or graphic, necessary for the Planning Division to determine that the proposed project will be consistent with the Redondo Beach General Plan, the Municipal Code, and the policies of the Community Development Department, be in substantial compliance/conformity with the existing previously approved Conditional Use Permit, and will be generally compatible with the surrounding area and free from unacceptable adverse impacts. Conversely, a vague, sketchy, incomplete or non-specific application will make it difficult for the Planning Division to approve the request.

In addition to the general requirements outlined above, Wireless Telecommunication Facilities are subject to State and Federal Laws that must also be considered and measured against the project. A complete application package will allow a review of the project with the applicable provisions of the Federal “Middle Class Tax Relief and Job Creation Act of 2012” Section 6409 and applicable sections of the Federal Communications Commission REPORT AND ORDER (FCC 14-153) issued on October 17, 2014.

2. INSTRUCTIONS FOR FILING:
a. Application Form
   1) All information in this application shall be typed or legibly printed.
   2) Give full and complete answers to all questions.
   3) If necessary, attach extra sheets to answer questions fully.
b. Application Fee
   At the time of filing the application, the applicable filing fee (cash or check made payable to the City of Redondo Beach) is required.
c. Attachments
   One (1) complete set of full-scale Conceptual Drawings and five (5) complete copies of reduced Conceptual Drawings, as set forth in the attached Instructions for Graphic Portions, must accompany this application at the time of filing. All plans shall be folded to 8½” X 11” size. An electronic version (PDF) of drawings must accompany the submittal.

3. LIMITATIONS:
a. An Amendment (Minor Change) to an Existing Conditional Use Permit shall become null and void unless vested within 36 months after the date of approval.
b. The applicant must comply with all conditions set forth by the applicable resolution that resulted from the public hearing by the Planning Commission/ Harbor Commission or the City Council and the “Notice of Minor Change” which is the subject of this application. If this is not done, the approval shall be subject to revocation pursuant to the provisions of Section 10-2.2506(K) of the Municipal Code.

4. PROCEDURE:
a. Applications for an Amendment (Minor Change) to an existing Conditional Use Permit shall be filed with the Planning Division.
b. Provided the project is determined to be an “Eligible Facility” and “6409 (a)” compliant, per the applicable Federal Laws and FCC General Orders, no public notification is required.

OCTOBER 2023
INSTRUCTIONS FOR GRAPHIC PORTIONS OF THE APPLICATION

A. INSTRUCTIONS FOR PREPARATION
(All plans must be drawn to scale and fully dimensioned.)

a. A site plan, floor plan, and elevations of the project drawn to scale and dimensioned, graphically representing the proposed development or changes in existing conditions contemplated by the applicant, must be submitted with the application at the time of filing. Otherwise, the application will not be accepted until such time as the site plan, floor plan, and elevation plans are completed and provided.

b. Size: One (1) set up to 18” X 24” and five (5) sets up to 11” x 17.” Larger sizes must be approved by the Planning Division.

c. Scale: Preferably 1/8” =1’. Larger scales up to 1/4”=1’ may be used to show development on small lots. Scale used must be sufficiently large to be clearly legible and show project details.

d. Contents:
1) North arrow.
2) Title block (showing the address of subject property, name and address of person who prepared the map, scale of map, and date).
3) All boundary lines of subject property fully dimensioned, showing the name and location of abutting streets.
4) Existing topography and proposed grading.
5) Existing trees with a trunk diameter of six inches (6”) or greater.
6) All buildings and structures, and the uses within each room.
7) Improvements in the public right of way, including location of sidewalk, parkway, curb, gutter, street width to centerline, and dedications.
8) Exterior lighting.
9) Easements.
10) Off-street parking areas, including the stall striping, aisles, and driveways.
11) Setbacks and spaces between buildings.
12) Walls, fences, and landscaping and their location, height, and materials.
13) Landscaping areas.
14) Trash and recycling facilities.
15) The architectural elevations of all sides of all structures depicting design, color, materials, textures, ornaments, or other architectural features that clearly depicts the height of the existing proposed telecommunications facilities.
16) The location, dimensions, and design of all required signs, demonstrating compliance with the conditions of the applicable resolution and in conformance with current FCC requirements.
17) Photographs of the existing facility demonstrating compliance with the current conditions contained within the resolution.
18) Such other data as may be required to demonstrate that the project meets the criteria of Section 10-2.2506(B) of Chapter 2, Title 10 of the Redondo Beach Municipal Code.

B. OTHER EXHIBITS/DOCUMENTS:

Additional graphic materials to illustrate the project are always helpful to the Planning Division, and are suggested as exhibits to accompany this application. Typical exhibits are: photographs, renderings, color and materials board, and models. An electronic version (PDF) of drawings must accompany the submittal. The following additional materials are required for this type of application.

a. Copy of existing approval documents including the most recently approved resolution with conditions of approval and plans.

b. Photographs of existing site demonstrating compliance with existing discretionary approval documents.

c. Photographs of any required RF Warning Signs and their identification on the plans.

d. RF Emissions Compliance Report demonstrating compliance with FCC regulations signed by a qualified RF engineer or if the “facility” is “Categorically Exempt” as qualified by the FCC a statement to that effect signed by an RF Engineer.

1) “Modeling” reports prepared by a licensed RF Engineer are acceptable unless the Planning Division determines actual field measurements are necessary due to potential exposure risks.

e. Two (2) sets of 11” x 17” color photosimulations of proposed minor change.

NOTE: If any questions arise on this portion of the application or its preparation, please call the Planning Division at (310) 318-0637.
Application is hereby made to the Planning Division of the City of Redondo Beach, for an amendment (minor change) to an existing Conditional Use Permit, pursuant to authorized “minor changes”.

**PART I - GENERAL INFORMATION**

<table>
<thead>
<tr>
<th>A</th>
<th>APPLICANT INFORMATION</th>
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<tbody>
<tr>
<td>STREET ADDRESS OF PROPERTY:</td>
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<td>EXACT LEGAL DESCRIPTION OF THE PROPERTY:</td>
<td>ZONING:</td>
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<td>LOT: BLOCK: TRACT:</td>
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<tr>
<td>RECORDED OWNER’S NAME:</td>
<td>APPLICANT’S NAME &amp; EMAIL:</td>
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<tr>
<td>MAILING ADDRESS:</td>
<td>MAILING ADDRESS:</td>
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<td>TELEPHONE:</td>
<td>TELEPHONE:</td>
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<tr>
<th>B</th>
<th>REQUEST</th>
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<tr>
<td>The applicant requests an amendment (minor change) to an existing Conditional Use Permit for the above described property for the following purposes:</td>
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</table>
SHOWINGS: Explain how the project is consistent with the existing resolution of approval.

1. Describe existing site improvements and their present use. If vacant, please specify.

2. Describe the site in terms of its ability to accommodate the proposed use and conform to the existing discretionary entitlement and its classification as an “Eligible Facility” and its potential determination as “6409 (a)” compliant.

3. Describe the site in terms of its access to public rights-of-way. Give street names, widths, and flow characteristics.
4. Describe the expected impact of the proposed use on adjoining uses and activities and on future development of the neighborhood.

5. Describe how the proposed use is consistent with the intent and purpose of the Redondo Beach General Plan.
OWNER'S AFFIDAVIT

Project address: ____________________________________________

Project description: ____________________________________________

I (We) ____________________________________________, being duly sworn, depose and say I am (we are) the owner(s) of all or part of the property involved and that this application has been prepared in compliance with the requirements printed herein. I (we) further certify, under penalty of perjury that the foregoing statements and information presented herein are in all respects true and correct to the best of my (our) knowledge and belief.

Signature(s): ________________________________________________

___________________________________________________________

Address: ________________________________________________

___________________________________________________________

___________________________________________________________

Phone No. (Res.) ________________________________________________

(Bus.) ________________________________________________

Subscribed and sworn to (or affirmed) before me this ___ day of ____________,
20____ by ________________________________, proved to me on the basis
of satisfactory evidence to be the person(s) who appeared before me.

__________________________
FILING CLERK OR NOTARY PUBLIC

State of California )
County of Los Angeles )  ss
Seal

OCTOBER 2023