SMALL CELL WIRELESS COMMUNICATIONS FACILITIES INDIVIDUAL SITE PERMIT (ISP) APPROVAL PROCESS

(General Outline)

Applicant must have an executed Master License Agreement (MLA) prior to submitting ISP Application (MLA Fee, Performance Bond and Insurance documents) Applicant submits ISP Application with required attachments, and Application Fee Location(s) listed in MLA Location(s) **not** listed in MLA Site is located in Non-Site is located in Residential Zone Residential Zone (Use permit required) (City Manager Approval) Public Works Staff confirms Public Works Staff confirms Public Works Staff logs devices and required devices and required application and refers Applicant information are consistent information are consistent to Development Services for use with MLA. with MLA permit YES NO **Public Works submits Development Services SMUD Service Request** determines type of permit per Elk Grove Municipal Code Packets for each pole Public Works staff provides location, PE Certification, (EGMC), Chapter 23.27 and recommendation via memo to Field Verification and 23.94 City Manager **Device Spec Sheet and GIS** map to SMUD Applicant submits permit application and fees to Planning City Manager Approval Division Approved Planning Reviews and provides recommendation. Public Works submits SMUD Service Request Packets for each pole location, PE Planning notifies PW and Certification, Field provides copy of staff report. Verification and Device Spec Sheet and GIS map to SMUD Zoning Administrator Approval (MUP) or Planning Commission (CUP) Planning Division notifies Public Works of Approval Public Works Staff confirms devices and required information are consistent with MLA Public Works staff provides recommendation via memo to City Manager City Manager Approval Public Works submits SMUD Service Request Packets for each pole location, PE Certification, Field Verification and Device Spec Sheet and GiS map to SMUD Public Works Issues Individual Site Permit