



San Bernardino County

Land Use Services Department, Code Enforcement Division

San Bernardino County Government Center
385 N. Arrowhead Avenue
San Bernardino, CA 92415-0185
Phone (909) 387-8311
Fax (909) 387-3249

Hesperia Office
15900 Smoketree St.
Hesperia, CA 92345
Phone (760) 995-8140
Fax (760) 995-8167

Rancho Cucamonga Office
8575 Haven Avenue, Ste. 130
Rancho Cucamonga, CA 91730
Phone (909) 948-5075

SPECIAL USE PERMIT

COMPLIANCE WITH CONDITIONS OF APPROVAL TELECOMMUNICATION TOWER

GENERAL PROCEDURES

1. Submit application and fees – County staff will use the checklist to determine whether your application may be accepted.
2. Application processing – The code enforcement officer will review the application and will approve the permit as quickly as possible, if he/she is able to make the required findings and all standards have been met.

CHECKLIST OF SUBMITTAL MATERIALS

Please use this checklist as you assemble the materials for the submittal of your Special Use Permit application. If you have any questions about the items requested or if you wish to obtain information on processing schedules, please call the Code Enforcement Division at the numbers listed above.

Section A – Fees

1. _____ Check or money order made payable to San Bernardino County Code Enforcement in the correct amount.

Application Fee	\$ 549.00
Renewal Fee	\$ 225.00
Fee for an Appeal to the Planning Commission	\$1,050.00
Fee for an Appeal to the Board of Supervisors	\$ 700.00

Note: The appeal fee is paid by the individual or agency filing the appeal.

Section B - County Documents

2. _____ Completed Application.

Section C - Other Documents

3. _____ Three copies of a plot plan showing all components of the project including: landscaping, walls, equipment cabinets, gates, etc.
4. _____ One copy of the Conditions of Approval.
5. _____ One copy of a registered engineer's report estimating cost of removal and site restoration.
6. _____ The original copy of the surety bond or letter of credit in the amount of 120% of the engineer's estimate.
7. _____ One copy of the completed Certificate of Compliance/Telecommunications Facility Agreement.

Special Use Permit – Telecommunication Tower APPLICATION

Complete all sections of this application. If you believe a question does not apply, mark it "N/A". Do not leave any blank spaces. If you have any questions about items requested on this form, please call Code Enforcement at the appropriate office listed at the top of the cover page.

Section 1 - Applicant Data. (This is the person who the county will contact regarding this application).

Applicant Name _____

Mailing Address _____

City _____ Zip _____

Phone _____ FAX No. _____ E-Mail _____

Other person(s) to be notified in case of Emergency _____

Section 2 – Property Data

1. Assessor's Parcel Number (APN): _____
(This may be obtained from the Assessor's Office or the Conditional Use Permit application)

2. Present Land Use District (Zoning): _____
(This must be obtained from the Building and Safety Division or the Conditional Use Permit application)

3. Conditional Use Permit Index Number: _____

4. General location of property: Include street address and location from nearest street or intersection, indicating which side of the street:

Street Address _____

City _____ Zip _____

Location: _____

5. Type of camouflage to be used: _____

6. Size of master parcel: Square footage _____ Acreage _____

7. Size of subleased area: Square footage _____ Acreage _____

8. Special use operational information:
A. Is this an existing or proposed facility? _____

B. Is there a Co-Location Agreement? Yes No If yes, list Co-Locator Companies

C. Is equipment storage location **above ground or under ground?** (Circle one)

D. Is there an active cooling system required? Yes No

E. Describe maintenance schedule (Example: 2 times a month, 12 times a year)

F. FCC Permit Number: _____

G. List other agencies for which permits/clearance must be obtained:

Section 4 – Signature:

I certify under penalty of perjury that the above information is true and correct that I have read and understand and will abide by San Bernardino County Code, Title 8, Division 4.

I understand that my permit may be voided for non-compliance of the conditions set forth in the approval.

Applicant's Signature

Date

Property Owner's Signature

Date