

**CITY OF ALBUQUERQUE, NEW MEXICO**  
**SUPPLEMENTAL APPLICATION FORM FOR WIRELESS PROJECTS**  
**AND DISTRIBUTED ANTENNA SYSTEM (“DAS”) PROJECTS**

The City of Albuquerque, New Mexico (the “City”) recognizes that the provision of wireless and DAS services is a highly technical enterprise subject to various federal, state, and local regulations. This supplemental application form is designed to elicit necessary and required technical information in support of a proposed Wireless Telecommunication Facility (WTF) project in the City.

Completion of this supplemental application form is mandatory for a wireless project. This form assists the City to comply with its duties under Zoning Code §14-16-3-17 ROA 1994, the Wireless Telecommunications Regulations; Sections 253, 332, and 704 of the Communications Act of 1934 as amended; and other local, state, and federal laws, regulations, and court rulings. The City requires that the applicant provide this information to assist it in creating a written administrative record containing substantial evidence sufficient to permit the City’s informed consideration of your request, and to determine the rights and obligations of the City and the applicant/owner of the proposed project.

No application for a new wireless site, or for a modification of an existing wireless site, shall be considered for determination of completeness until all required responses to this supplemental application form and required attachments are completed and tendered to the City.

If you do not believe that a specific item of information is necessary or applies to your application, mark the item on this form with the words “Not Applicable” and attach a detailed written explanation as to the basis for your belief (e.g., “Question 94.7 does not apply to this application because the proposed Project has no microwave transmission element.”)

⇒ An unsupported statement such as “Question 94.7 does not apply” is insufficient, and the determination of completeness of your application will be delayed while you provide a meaningful and detailed explanation.

Every page of this form including this page and the last page must be tendered to the City. Each page including this page and the last page must be initialed where indicated. The last page must also be completed, signed, and dated.

Questions about this form or the required information to be provided should be directed to the City of Albuquerque Planning Department, Current Planning Division, senior planner, at (505) 924-3860.

**1.00: Project Location and Applicant Information**

1.01: Project Physical Address: \_\_\_\_\_

1.02 Applicant’s Site Number: \_\_\_\_\_

- 1.03: Assessors Parcel Number: \_\_\_\_\_
- 1.04: Name of Wireless Provider: \_\_\_\_\_
- 1.05: Name of Applicant: \_\_\_\_\_
- 1.06: Is the Applicant an Agent for the Provider?:  Yes  No
- 1.07: Applicant's Address: \_\_\_\_\_
- 1.08: Applicant's Address: \_\_\_\_\_
- 1.09: Applicant's Address: \_\_\_\_\_
- 1.10: Applicant's Address: \_\_\_\_\_
- 1.11: Applicant's Phone number: \_\_\_\_\_
- 1.12: Applicant's Mobile number: \_\_\_\_\_
- 1.13: Applicant's Fax number: \_\_\_\_\_
- 1.14: Applicant's E-mail address: \_\_\_\_\_

**2.00: Project Owner Information and CPCN Information**

2.01: Disclose the Name and Address of all Project Owners in a written statement.

Initial here \_\_\_\_\_ to indicate that "Attachment 2.01" is attached hereto.

2.02: Attach a letter of agency appointing the Applicant as representative of the Project Owners in connection with this application. Designate the letter of agency as "Attachment 2.02."

Initial here \_\_\_\_\_ to indicate that Attachment 2.02 is attached hereto.

2.03: Is any telecommunications service to be offered from this project subject to a New Mexico Public Regulatory Commission (NMPRC) 'Certificate of Public Convenience and Necessity' (CPCN)?  Yes  No

2.04: If the answer to 2.03 is Yes, provide either a web site link to the complete CPCN decision at the New Mexico Public Regulatory Commission (NMPRC) web site, or a true and complete copy of the CPCN decision and mark it as "Attachment 2.03."

Initial here \_\_\_\_\_ to indicate that the required NMPRC web site address or Attachment 2.03 is attached hereto.

**3.00: FCC License / FAA Compliance / RF Safety Disclosure Information**

3.01: For each person/legal entity that will be using the wireless site, provide the information in Sections 3 and 4. Copy these sections for each applicant if necessary.

Distributed Antenna System (DAS) providers and all other who are not licensed by the FCC for the radio services proposed for this project and identified in 3.09: For Section 3 disclose the information requested here for each FCC-licensee that will utilize the project as \_\_\_\_\_ proposed.

3.02: Disclose all of the FCC licenses call signs or Construction Permit identifications to permit the City to verify your FCC authority: \_\_\_\_\_.  
If additional space is necessary attach and mark the sheet as "Attachment 3.02." If none of the proposed radio facilities require an FCC license so indicate on the line, above.

Initial here \_\_\_\_\_ to indicate that Attachment 3.02 is attached hereto.

3.03: Name of FCC Licensee: \_\_\_\_\_

3.04: Licensee's Address: \_\_\_\_\_

3.05: Licensee's Address: \_\_\_\_\_

3.06: Licensee's Phone number: \_\_\_\_\_

3.07: Licensee's Fax number: \_\_\_\_\_

3.08: Licensee's Contact Email address: \_\_\_\_\_

3.09: Use of facility:  Amateur Radio  
(Check all that apply)  Broadcast Radio  
 Broadcast TV  
Notice: Applicants not operating  Cellular telephone  
under their own FCC license(s)  Distributed Antenna System (DAS)  
must mark "Other" and disclose  Enhanced Specialized Mobile Radio  
all information required here for  Microwave  
all entities that use the project.  PCS telephone  
 Paging  
 Specialized Mobile Radio  
 WiMax/WiFi  
 Other(s) (specify): \_\_\_\_\_

3.10: Project latitude and longitude: N \_\_\_\_\_ W \_\_\_\_\_

3.11: Specify DATUM used above:  WGS84  NAD23  NAD83  
 Other DATUM (specify): \_\_\_\_\_

3.12: Project maximum height (ft AGL): \_\_\_\_\_

3.13: Bottom of lowest transmitting antenna (ft AGL): \_\_\_\_\_

3.14: RF Emissions (“Rad”) center of the lowest transmitting antenna (ft AGL): \_\_\_\_\_

3.15: For each licensee (i.e., “ABC Wireless” or “XYZ Wireless”), ***and*** for each radio service (i.e., “PCS” or “Cellular”), complete and attach a separate two page “Appendix A” form from "A Local Government Official's Guide to Transmitting Antenna RF Emission Safety: Rules, Procedures, and Practical Guidance" available by download directly from the FCC at <http://www.fcc.gov/oet/rfsafety/>. Ensure that all proposed emissions from this project are accounted for on the Appendix A forms you submit.

Distributed Antenna System (DAS) providers and all other who are not licensed by the FCC for the radio services proposed for this project and identified in 3.09: Unless the DAS provider is the FCC licensee for the proposed project, the DAS provider must provide an Appendix A form completed by each wireless carrier or wireless service provider to be transmitted through the Project at each wireless site. Appendix A forms completed by a DAS provider are unacceptable if they are not the FCC licensee for the particular wireless service(s) to be transmitted through the project.

*For consistency, all Appendix A forms submitted must use effective radiated power (ERP) units of measure. Do not use effective isotropic radiated power (EIRP). To verify your understanding of this requirement, you must append the letters “ERP” following each wattage listing in each Appendix A form you submit.*

Designate all completed two page forms as “Attachment 3.15.” Depending on the information provided in Attachment 3.15, additional RF safety disclosure information may be required by the City to permit a positive determination of compliance with FCC OET Bulletin 65 requirements. In addition to the LSGAC form(s) which you must submit, you may also submit any additional RF safety compliance information or report(s). Designate any additional RF safety compliance information as “Attachment 3.15-A.”

Initial here \_\_\_\_\_ to indicate that all required Attachment 3.15 and 3.15-A forms are attached hereto.

3.16 Considering your response in Attachment 3.15, above, and any other identifiable RF emitters that FCC OET Bulletin 65 requires be evaluated in connection with this Project, are all portions of this Project cumulatively “categorically excluded” under FCC OET 65 requirements? \_\_\_ Yes \_\_\_ No

3.17: Does this Project require the Applicant to file an FAA Form 7460 or other documentation

under Federal Aviation Regulation Part 77.13 et seq, or under the FCC rules?

Yes  No

3.18: If the answer to 3.17 is NO proceed to 4.00.

3.19: Attach complete copies of all required FAA/FCC forms including all attachments and exhibits thereto, including without limitation FAA Form 7460. Designate this attachment, "Attachment 3.21."

Initial here \_\_\_\_\_ to indicate that Attachment 3.21 is attached hereto.

#### **4.00: Project Purpose**

4.01: Indicate the dominant purpose of the Project (check only one, and then proceed where directed):

Add network capacity without adding significant new RF coverage area: Proceed to 4.20; or

Provide significant new radio frequency coverage in an area not already served by radio frequency coverage: Proceed to 4.10; or

Increase the existing RF signal level in an area with existing radio frequency coverage: Proceed to 4.20; or

Other: Proceed to 4.19.

4.10 Is this project intended to close a "significant gap" in coverage?  Yes  No

4.11 If the answer to 4.10 is NO proceed to 4.20.

4.12 Attach a written statement fully and expansively describing the following:

A. A description of the geographic boundary of the claimed significant gap area, and

B. Attach a map showing the geographic boundary of the claimed significant gap using the same standards as in 6.02; and

C. Identify the size of the area, in units of square miles or a fraction thereof, of the claimed significant gap; and

D. Explain exactly the definition of the term "significant gap" as it applies to this project;

E. Specify whether the definition of "significant gap" provided in (d) above is the same definition used in by this applicant and owner in all of its prior projects submitted to the City of Albuquerque, and if now, explain all differences.

Designate this attachment, "Attachment 4.12." Initial here \_\_\_\_\_ to indicate that

Attachment 4.12 is attached hereto. Proceed to 4.13

4.13 Is the proposed project the least intrusive means to close the significant gap claimed in 4.10?  Yes  No

4.14 If the answer to 4.13 is NO proceed to 4.20.

4.15 Attach a written statement fully and expansively describing why this project is the least intrusive means to close the significant gap claimed in 4.10. Designate this attachment, "Attachment 4.15."

Initial here \_\_\_\_\_ to indicate that Attachment 4.15 is attached hereto. Proceed to 4.20

4.19 Attach a written statement fully and expansively describing the "Other" dominant purpose of this Project. Designate this attachment, "Attachment 4.19."

Initial here \_\_\_\_\_ to indicate that Attachment 4.13 is attached hereto.

4.20 If any portion of the project is to utilize radio spectrum that does not require an FCC license, identify in detail the portions of the project that used unlicensed spectrum.

Designate this attachment, "Attachment 4.20."

Initial here \_\_\_\_\_ to indicate that Attachment 4.20 is attached hereto.

4.25 Is this project designed to use any form of radio interconnection with other existing or planned sites?  Yes  No

4.26: If the answer to 4.25 is NO proceed to 5.00.

4.27: Attach a detailed written statement fully and expansively describing the radio interconnection proposed, and identify all other existing or planned sites that will be interconnected with this project. Designate this attachment, "Attachment 4.25."

Initial here \_\_\_\_\_ to indicate that Attachment 4.25 is attached hereto.

**5.00: Build-Out Requirements**

5.01: Do any of radio services identified in 3.09 above require the licensee to provide specific radio frequency/population build-out coverage pursuant to the underlying FCC license?  Yes  No

5.02: If the answer to 5.01 is NO proceed to 6.00.

5.03: Have all of the FCC build-out requirements as required by all licenses covering all radio services proposed at this Project been met?  Yes  No

- 5.04: If the answer to 5.04 is YES proceed to 6.00.
- 5.05: Disclose by licensee call sign identified in Section 3.02 all remaining build-out requirements which have yet to be met, and the known or estimated date when the remaining build-out requirements will be met. Designate this attachment "Attachment 5.05."

Initial here \_\_\_\_\_ to indicate that Attachment 5.05 is attached hereto.

- 5.10 Will this proposed site be interconnected via radio frequency transmissions to any other site or sites now constructed, proposed, or anticipated? For the purpose of this question, interconnection includes one or more radio frequency links for the purpose provide for 'back-haul' from this site to a switching center or centralized node location.  
 \_\_\_ Yes \_\_\_ No

- 5.11: If the answer to 5.10 is NO proceed to 6.00.

- 5.15 Identify by physical address (or if none, by geographic description) all other sites, regardless of whether now constructed, proposed, or anticipated, that are to be interconnected with this project site. Disclose in technical detail the proposed method of interconnection.

**6.00: Radio Frequency Coverage Maps**

- 6.01: Where a licensee intends to provide radio frequency coverage from the project to an identified geographic coverage, the coverage maps and information requested in Section 6 are required attachments.

Distributed Antenna System (DAS) providers and all others who are not licensed by the FCC for the radio services proposed for this project and identified in 3.09: You must provide radio frequency coverage maps prepared by the FCC licensee(s) that will control the RF emissions from this project. Radio frequency coverage maps required here that are completed by a DAS provider are unacceptable if they are not the FCC licensee for the particular wireless service transmitted through the project.

If no geographic coverage area is identified, initial here \_\_\_\_\_ and proceed to 7.00.

- 6.02 For the coverage maps required here, the following mandatory requirements apply. Failure to adhere to these requirements may delay your application's determination of completeness.

- A. The size of each submitted map must be no smaller than 11" by 8.5." Each map must be of the same physical size and map area scale. Each map must use the same base map (i.e., same streets and legends shown on all).
- B. If the FCC rules for any proposed radio service defines a minimum radio frequency signal level that level must be shown on the map in a color easily distinguishable

from the base paper or transparency layer, and adequately identified by RF level and map color or gradient in the map legend. If no minimum signal level is defined by the FCC rules you must indicate that in the legend of each RF coverage map. You may show other RF signal level(s) on the map so long as they are adequately identified by objective RF level and map color or gradient in the map legend.

C. Where the City reasonably determines that one or more submitted maps are inadequate, it will request supplemental maps with greater or different details be submitted.

6.03: Existing RF coverage within the City on the same network, if any (if none, so state). This map should not depict any RF coverage to be provided by the Project. Designate this attachment "Attachment 6.03."

Initial here \_\_\_\_\_ to indicate that Attachment 6.03 is attached hereto.

6.04: RF coverage to be provided by the Project. This map should not depict any RF coverage provided any other existing or proposed wireless sites. Designate this attachment "Attachment 6.04."

Initial here \_\_\_\_\_ to indicate that Attachment 6.04 is attached hereto.

6.05: RF coverage to be provided by the Project and by other wireless sites on the same network should the Project site be activated. Designate this attachment "Attachment 6.05."

Initial here \_\_\_\_\_ to indicate that Attachment 6.05 is attached hereto.

## **7.00: Project Photographs and Photo Simulations**

7.01: Where an Applicant proposes to construct or modify a wireless site, and the wireless site is visible from other residential properties, the Applicant shall submit photo simulations consistent with the following standards:

- A. Minimum size of each base photo and each photo simulation must be 10 inches by 8 inches (landscape orientation). Each base photo and matching photo simulation must be the same size. Single sheets of 11 x 8 ½ inches showing base photos and photo simulations on the same page are unacceptable.
- B. All elements of the Project as proposed by the Applicant which can be seen from any point at ground level, or from any level within or on buildings within 500 feet of the Project must be shown in one or more close-in photo simulations (i.e., panel antennas, omni-directional antennas, GPS antennas, antenna camouflage devices, cable trays; equipment cabinets; working lights; etc.).
- C. The overall Project as proposed by the Applicant must be shown in three or more area photo simulations. Base photographs must, at a minimum, be taken from widely

scattered positions of 120 degrees. A map detail showing each location where a photograph was taken, the proposed site, and the direction to the site from each photo location must be included. Base photographs taken from locations that have some physical feature obscuring the Project site, and the photo simulations associated with those same base photographs, are not acceptable.

Attach all base photographs and photo simulations to this application marked as Attachment 7.01.

The purpose of the photo simulations is to allow the City to visualize the Project as completed, therefore the number of site photos, and photo simulations, and the actual or simulated camera location of these photos and photo simulations are subject to City determination. The Applicant should submit photos and photo simulations consistent with these instructions, and be prepared to provide additional photos and photo simulations should they be requested by the City.

Initial here \_\_\_\_\_ to indicate that all of the photo simulations provided for Attachment 7.01 are reliable photographic representations of the Project proposed and to be built by the Applicant, and that the Applicant is aware that the City will rely on the photo simulations provided in Attachment 7.01 when it considers approval of this Project.

**8.00: Alternative Candidate Sites**

8.01: For applicants in the broadcast, cellular, PCS, broadcast, ESMR/SMR categories, as well as DAS providers and others as requested by the City, the information requested in Section 8 is required. All others proceed to 9.00.

8.02: Has the Applicant or Owner or anyone working on behalf of the Applicant or Owner secured or attempted to secure any leases or lease-options or similar formal or informal agreements in connection with this Project for any sites other than the candidate site identified at 1.01/1.02?  Yes  No

8.03: If the answer to 8.02 is NO, proceed to 8.05.

8.04: Provide the physical address of each such other location, and provide an expansive technical explanation as to why each such other site was disfavored over the Project Site. Designate this attachment "Attachment 8.04."

Initial here \_\_\_\_\_ to indicate that Attachment 8.04 is attached hereto.

8.05: Considering this proposed site, is it the one and only one location within or outside of the City of Albuquerque that can possibly meet the objectives of the Project?  
 Yes  No

8.04: If the answer to 8.05 is NO, proceed to 9.00.

8.05: Provide a technically expansive and detailed explanation supported as required by

comprehensive radio frequency data fully describing why the proposed site is the one is it the one and only one location within or without the City that can possibly meet the radio frequency objectives of the Project. Explain, in exact and expansive technical detail, all of the objectives of this Project.

Designate this attachment "Attachment 8.04."

Initial here \_\_\_\_\_ to indicate that Attachment 8.04 is attached hereto.

**9.00: Identification of Key Persons**

9.01: Identify by name, title, company affiliation, work address, telephone number and extension, and email address the key person or persons most knowledgeable regarding this Project so that the City may contact them with questions regarding the Project:

9.10 (1) Person responsible for the final site selection for the Project:

9.11 Name: \_\_\_\_\_

9.12 Title: \_\_\_\_\_

9.13 Company Affiliation: \_\_\_\_\_

9.14 Work Address: \_\_\_\_\_

9.15 Telephone / Ext.: \_\_\_\_\_

9.16 Email Address: \_\_\_\_\_

9.20 (2) Person responsible for the radio frequency engineering of the Project:

9.21 Name: \_\_\_\_\_

9.22 Title: \_\_\_\_\_

9.23 Company Affiliation: \_\_\_\_\_

9.24 Work Address: \_\_\_\_\_

9.25 Telephone / Ext.: \_\_\_\_\_

9.26 Email Address: \_\_\_\_\_

9.30 (3) Person responsible for rejection of other candidate sites evaluated, if any:

9.31 Name: \_\_\_\_\_

9.32 Title: \_\_\_\_\_

9.33 Company Affiliation: \_\_\_\_\_

9.34 Work Address: \_\_\_\_\_

9.35 Telephone / Ext.: \_\_\_\_\_

9.36 Email Address: \_\_\_\_\_

9.40 If more than one key person is now or was involved in any of the functions identified in this section at or before the time of the submission of this form, attach a separate sheet providing the same information for each additional person, and identifying which function or functions are/were performed by each additional person.

Designate this attachment "Attachment 9.40."

Initial here \_\_\_\_\_ to indicate that the information above is complete and there is no Attachment 9.4, or initial here \_\_\_\_\_ to indicate that Attachment 9.40 is attached hereto.

**10.00: Additional Information Provided by Applicant**

10.01 You are invited and encouraged to provide any additional written information that you wish the City to consider in connection with your proposed project. Designate this attachment "Attachment 10."

Initial here \_\_\_\_\_ to indicate that Attachment 10 is attached hereto.

**11.00: Certification of Accuracy and Reliability**

11.01: The undersigned certifies on behalf of itself, the Applicant, and the Owner that the information provided in this form and its contents are true and complete to the best of the undersigned's ability and knowledge, and that information should be relied upon by the City as being accurate and complete in evaluating this project.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Provide Email Address

\_\_\_\_\_  
Print Company Name

\_\_\_\_\_  
Provide Telephone Number

\_\_\_\_\_  
Date Signed

<Last Page: Remember to initial below>