



Reader's Guide

Draft Wireless Ordinance Package

March 15th, 2023 Planning Commission Special Meeting/Workshop

What is this Reader's Guide for, and how can you get involved?

This reader's guide will give you a brief overview of what documents you will find in the draft wireless ordinance package and how they relate to each other. It is intended to help you as you provide input into the overall process. As you review these documents, remember that this Planning Commission Workshop is only the first step along the way, and there will be more public meetings and edits before anything gets adopted. In other words, **these are not final drafts**. You can send in thoughts ahead of the meeting, or join the Planning Commission on March 15th to share your feedback. Thank you in advance for getting involved and providing your thoughts!

What is this ordinance updated all about, and what are all the documents for?

At the Direction of City Council, the Community Planning and Building Department, with support from the City Attorney and special outside Wireless Counsel, has drafted updates to the City's wireless facility regulations. From the outset, the policy direction from City Council was to draft the strongest wireless ordinance possible to protect the special and unique characteristics of Carmel-by-the-Sea. With that in mind, the following documents have been produced for early public review and comment at an upcoming Planning Commission Workshop. They all work together to create the rules and regulations for anyone wishing to apply for a wireless facility in the City of Carmel-by-the-Sea:

1. Draft Ordinance Amending Zoning Code Chapter 17.46
 - This document contains the draft updated Zoning Code language to regulate wireless facilities in the City of Carmel-by-the-Sea. This document lives in the City's Municipal Code, and becomes part of the City's Local Coastal Plan following Adoption by City Council and certification by the California Coastal Commission.
2. Draft Wireless Application Form
 - This document is the cover sheet that all applicants will need to include with their application packages to identify themselves and the type of wireless project being proposed.
3. Draft Wireless Application Checklist for Type I through IV Facilities (as defined in the ordinance)
 - This document contains a checklist of materials that all applicants **MUST** submit with applications for **Type I through IV** wireless facilities before

the City will begin processing them. In other words, you cannot pass “go” unless you provide all the required materials the City needs to evaluate the application.

4. Draft Wireless Application Checklist for Type V Facilities (as defined in the ordinance)
 - This document contains a checklist of materials that all applicants MUST submit with applications for **Type V** wireless facilities before the City will begin processing them. In other words, you cannot pass “go” unless you provide all the required materials the City needs to evaluate the application.
5. Draft Detailed Wireless Facility Design Guidelines
 - This document contains more specific design guidelines and standards for the various types of wireless facilities. This document does not live in the Municipal Code. This means it can be more easily amended by the Planning Commission in the future to add/strengthen design standards without having to go back to the California Coastal Commission.
6. Draft Required Standard Conditions of Approval for Wireless Facilities
 - This document contains a list of Conditions of Approval that will be standard and required for any wireless projects approved in the future. These conditions help to ensure that a wireless project adheres to the limits of any permits that have been granted.

How do I send in my comments ahead of the March 15th meeting?

- *Send an email...(please use both emails)*

Brandon Swanson, Director of Community Planning and Building – bswanson@cbts.us

Leah Young, Administrative Coordinator – lyoung@cbts.us

- *Give a call and chat...*

Brandon Swanson, Director of Community Planning and Building – 831-624-2024