

CELLULAR TELEPHONE TRANSMISSION FACILITIES ON CDF PROPERTY

8039

(No. 20 May 2002)

The Department's policies and procedures for handling any leasing, including the leasing necessary to allow a private company to utilize a CDF facility to site a cellular phone system tower and vault, are the responsibility of the Technical Services section, Real Property branch of CDF. This is described in [Section 3342](#) of the 3000 Technical Services Handbook. The Real Property Manager for CDF will coordinate all activities under these procedures.

All leases must be approved by the CDF Technical Services section and the Department of General Services Real Estate Services Division (DGSRES). DGSRES handles the lease negotiations, sets the fees, and is responsible for the legal aspects. DGS Telecommunications Division (DGSTD) must determine that the cellular equipment will not interfere with any state radio systems.

Approvals and permits must be obtained from the Federal Communications Commission (FCC), the appropriate local county government office, and if tower height so requires, from the Federal Aviation Administration (FAA). Further, the applicant will be required to comply with the California Environmental Quality Act (CEQA) requirements. All construction must comply with the Uniform Building Code. Proof of insurance must be provided by the applicant.

Submittal of the application:

The process begins with a TD-312 form (Radio Vault Space Application) which is submitted to the Real Property branch of CDF. The Real Property Manager will then evaluate the request to determine whether the use is compatible with the CDF facility and have DGSTD determine if it will cause interference with the state's use, and if there is space available at the particular site.

CDF will consider the possible cumulative impact of having multiple cellular towers and vaults at a CDF facility, such as a fire station in an area of residents, that might cause negative public relations for the Department. It would be difficult to allow one company to site a tower and vault and deny that benefit to competing cellular companies. Further, CDF facilities that have been built with the use of bond revenue funds have a 10% limit of space that can be utilized by non-state interests.

The process described above is administered by the Real Property Manager for CDF. Any general questions regarding the tower and vault program should be directed at the Tower and Vault Manager of the CDF Telecommunications Branch.

[\(see next section\)](#)

[\(see HB Table of Contents\)](#)

[\(see Forms or Forms Samples\)](#)