



Satellite Antennas and Amateur Radio Facilities Information

Community Development Department

Planning Division

100 Civic Center Drive / P.O. Box 1768 / Newport Beach, CA 92658-8915

(949)644-3204 Telephone / (949)644-3229 Facsimile

www.newportbeachca.gov

The development standards in [Section 20.48.190](#) of the Zoning Code for a satellite antenna or amateur radio facility may be waived or modified by the Zoning Administrator upon approval of a Minor Use Permit application.

To apply please provide the following:

1. A completed [Discretionary Application Owner's Affidavit](#) for a Minor Use Permit.
2. Four (4) sets of reduced 11"x17" plans, which include the following:
 - a. Site plans drawn to scale and dimensioned, showing the proposed location of the antenna in relation to property lines, setbacks, and any structures on the site.
 - b. Manufacturer's specifications of the antenna structure.
 - c. Specific details of any equipment associated with the installation of the antenna such as footings, guide wires and braces, including roof top mounts, if applicable.
 - d. For satellite dish antennas, details of attaching or fixing the antenna to the roof, if applicable.
 - e. Elevations drawn to scale and dimensioned so as to fully describe the proposed structure and any proposed screen.
3. Photos or Photographic simulation(s) of the proposed installation.
4. Public Noticing Requirements

Please refer to the Planning Division's handout on [Public Noticing Requirements](#) for more information on the application materials required for a public hearing.

5. Statement of the reasons why strict conformance with the development standards specified in [Section 20.48.190. F.](#) will/would (attach an additional sheet if necessary):
 - a. Result in unreasonable limitations on, or will prevent, reception or transmission of signals;
 - b. Be excessive in light of the purchase and installation costs of the antenna; or
 - c. Not be necessary to achieve the purpose of [Section 20.48.190](#) of the Zoning Code.
6. Filing Fee

A filing fee is required at the time of filing to partially defray the cost of processing and other expenses. The Planning Department will advise you of said fee.