

City of St. Francis Small Wireless Facility Design and Review Guidelines

Purpose and Intent

The City Council of the City of St. Francis establishes these Small Wireless Facility Design and Review Guidelines in order to protect the public health, safety and welfare of its citizens and to reasonably manage and protect the public rights- of- way (ROW) and its uses in the City.

The objective of these Guidelines is to strike a balance between preserving and protecting the character of the City through careful design, siting, and camouflaging techniques to blend these facilities into their surrounding environment and provide other reasonable conditions upon such placement and use of the public ROW, while enhancing the ability of small wireless facilities carriers to deploy small wireless facilities in the City effectively and efficiently so that residents, businesses, and visitors benefit from widespread wireless service availability.

These Guidelines apply to requests to locate small wireless facilities in the public ROW on any publicly or privately held infrastructure and the ongoing use of the ROW for such purposes. The Guidelines provide the aesthetic requirements and other reasonable conditions that small wireless facilities installed within the public ROW must meet prior to installation and following installation within the City. These Guidelines are administered through a permitting process conducted by the City Engineer. In addition to meeting the aesthetic requirements as stated in these Guidelines, any applications to locate small wireless facilities within the public ROW shall include the approval and authorization of the owner of the infrastructure for such a use.

Although small wireless facilities installed outside of the public ROW are not bound by these Guidelines, they may be used to inform their installations.

Definitions

Collocate or Collocation. To install, mount, maintain, modify, operate, or replace a small wireless facility on, under, within, or adjacent to an existing wireless support structure or utility pole that is owned privately, or by the city or other governmental unit.

Micro Wireless Facility. A Small Wireless Facility that is no larger than 24 inches long, 15 inches wide, and 12 inches high and whose antenna, if any, is no longer than 11 inches.

Small Wireless Facility.

- A. A wireless facility that meets both of the following qualifications:
 1. Each antenna is located inside an enclosure of no more than six cubic feet in volume or could fit within such an enclosure; and
 2. All other wireless equipment associated with the small wireless facility provided such equipment is, in aggregate, no more than 28 cubic feet in volume, not including electric meters, concealment elements, telecommunications demarcation boxes, battery backup power systems, grounding equipment, power transfer switches, cutoff switches, cable, conduit, vertical cable runs for the connection of power and other services, and any equipment concealed from public view within or behind an existing structure or concealment.

B. A micro wireless facility.

Wireless Facility. Equipment at a fixed location that enables the provision of wireless services between user equipment and a wireless service network, including equipment associated with wireless service, a radio transceiver, antenna, coaxial or fiber-optic cable, regular and backup power supplies, and a small wireless facility, but not including wireless support structures, wireline backhaul facilities, or cables between utility poles or wireless support structures, or not otherwise immediately adjacent to and directly associated with a specific antenna.

Wireless Support Structure. A new or existing structure in a public right-of-way designed to support or capable of supporting small wireless facilities, as reasonably determined by the city.

Aesthetic Guidelines

A. Pole Criteria

1. Only one installation per pole on a first come, first served basis is permitted.
2. In some cases, the existing pole may require replacement with a new combination pole that can accommodate the equipment proposed to be attached and the street light luminaire, signal head/mast arm or other appurtenances (the “replacement pole”). If an existing pole is proposed to be utilized for attachment, detailed engineering calculations shall be submitted by a Licensed Professional Engineer showing that the pole can accommodate the additional loads.
3. The color and surface treatment of the replacement pole shall be uniform and consistent with existing City of St. Francis street light infrastructure.
4. All pole-mounted equipment shall match the color of the replacement pole.
5. No Company signs are permitted to be placed on a pole, including a replacement pole, except to the extent required by local, state or federal law or regulations.
6. Antennas shall be limited to snug-mount, canister-mount, and concealed antennas and mounted no more than 6 inches off the pole.
7. All cables or wires for the attached wireless equipment shall be located inside the pole except where such cables or wires attach to the ports in the antenna.

B. Height

1. Pole heights shall be the same as all adjacent poles of the same use.
2. All pole-attached wireless equipment must be a minimum 10 feet from the sidewalk surface elevation.
3. No new wireless support structure installed within the right-of-way shall exceed 50 feet in height without the city’s written authorization, provided that the city may impose a lower

height limit in the applicable permit to protect the public health, safety and welfare or to protect the right-of-way and its current use, and further provided that a registrant may replace an existing wireless support structure exceeding 50 feet in height with a structure of the same height subject to such conditions or requirements as may be imposed in the applicable permit.

4. No wireless facility may extend more than 10 feet above its wireless support structure.

C. Equipment Enclosures/Concealment

1. All ground based wireless equipment, including, but not limited to, equipment cabinets or power pedestals, shall be placed at the back of the right-of-way whenever possible.
2. Equipment enclosures, including electric meters, shall be as small as possible, but in no event larger than 28 cubic feet in volume. Ground-mounted equipment shall incorporate concealment elements into the proposed design matching color and materials of the wireless support structure, unless other materials or colors are approved by the City. Concealment may include, but shall not be limited to, landscaping, strategic placement in less obtrusive locations and placement within existing or replacement street furniture.
3. Radio equipment shall be fully enclosed within an equipment cabinet or concealed within the antenna shroud enclosure matching the color and materials of the wireless support structure, unless other materials or colors are approved by the City.
4. Landscaping concealing equipment enclosures shall be planted in such quantity and size such that 100% screening is achieved within two years of installation.

The City of St. Francis shall not allow small cell wireless facility equipment to be installed on City-owned and maintained street lights.

The City of St. Francis reserves the right to reject any street light fixture proposed to be City owned and maintained and installed in conjunction with small cell wireless facility equipment based solely on appearance and consistency with existing City owned equipment and maintenance capabilities.

While the City fully intends to have small cell facilities meet the guidelines established in this policy, there may be times when not every specific guideline may be met. In these cases, City Staff will use these guidelines in approval of small cell wireless permit applications.

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