

## Small Cell Facility and Small Cell Structures Waiver Guidelines:

The Waiver Review Process should include a submittal of the waiver application and plan set of the proposed facility or structure.

- Collocation of small cell facilities is preferred where possible.
- Pole heights over 50' are subject to further review.
- Locations in Historic Districts may require relocation; alleyways off public rights of way are preferred.
- City designated corridors may require relocation.
- Application locations will be posted online for public view.

The Waiver Review Process consists of several city departments that will review site location for the following:

### 1) Completeness of Application

- a. Were statements made addressing ability to collocate
- b. Were statements made addressing that the facility meets all FCC Requirements?  
A letter may be provided addressing that the facility meets all FCC requirements
- c. Statements addressing surrounding area design compatibility
- d. Identification of ownership & applicant

### 2) Completeness of Submitted Plans

- a. Depiction of new structure and/or facility; plan view, elevation view, photo representation
- b. Are plans certified/stamped that show it meets all Industry Standards for new poles or structural analysis for collocation on existing poles.
- c. Do plans indicate surrounding utilities both above ground and underground
- d. Do plans show coordinates
- e. Do plans show existing right of way lines and dimensions
- f. Do plans indicate pole or facility details for compatibility