Design Standards for Small Cell Facilities in the Public Right-of-Way

Effective: April 19, 2019

SECTION A: PURPOSE

The purpose of these Standards is to establish general aesthetic requirements and standards that all small cell facilities installed within the public right-of-way (ROW) must meet. The intent of these requirements and standards complements the criteria established in Chapter 9.105 of the Montclair Municipal Code. Definitions from Chapter 9.105 are incorporated into these Standards, unless otherwise noted. Small cell facilities not installed within the public ROW are not bound to the requirements of these Standards, but are subject to the provisions of the City's Wireless Telecommunications Ordinance in Chapter 11.73 of the Montclair Municipal Code. These Standards are subject to amendment from time to time.

SECTION B: EXISTING STRUCTURES IN THE PUBLIC RIGHT-OF-WAY

The City does not own or maintain most existing street lighting, utility, or traffic signal poles in the public right-of-way. The majority of current utility poles in the public ROW are the property of Southern California Edison (SCE), and/or other utility companies. It shall be the responsibility of applicants to obtain final agreements from the owners of existing street infrastructure (e.g., lighting, utility, or traffic signal poles, etc.) to utilize these structures for attaching and operating a small cell facility.

Evidence of an approved agreement to utilize a utility provider's structure is a submittal requirement of an application for a small cell facility within the City's public ROW. Deviations from these Standards shall be subject to review and approval on a case-by-case basis by the City prior to installation.

SECTION C: CITY REVIEW

The City's Public Works Department is the responsible entity for permitting any infrastructure, object, or construction in the public ROW. Given the concern for aesthetics, all applications for small cell facilities within the public ROW shall be subject to joint review and approval by the Montclair Public Works and Community Development Departments. City review shall be for compliance with these Standards and applicable requirements in the City Code.

1. City-Owned Poles/Structures: In addition to an encroachment permit, small cell facilities and equipment placed on new or existing City-owned structures/facilities require a master license agreement with the City as well as the issuance of a Construction Permit and Building Permit (if applicable) issued by the City.

2. Privately-Owned Poles/Structures: In addition to an encroachment permit, small cell facilities and equipment attached to privately-owned utility poles shall require written proof of approval from the owner(s) of the affected pole/structure and the approval of a Construction Permit issued by the Public Works Department.

3. Prior to submitting an application, the applicant shall be responsible to determine that existing poles or other structures are of appropriate size and have sufficient strength to accommodate the additional equipment loads. Permit applications must include a structural analysis prepared by a licensed structural engineer.

4. Applications shall be limited to a maximum of 10 poles per request. The small cell for

each pole must be substantially similar in terms of the antenna and equipment design and placement, and must utilize the same type of pole (e.g. all existing utility poles).

SECTION D: LOCATION CRITERIA

The City recognizes that the siting of small cell facilities is largely dictated by wireless providers in response to customer need, terrain, and radio frequency modeling results. However, the City seeks to minimize the amount of new infrastructure placed in the public ROW. To that end, the City recommends the following criteria for placement of the small cell facilities within the public ROW:

1. Small cell facilities shall utilize existing utility structures for wireless networks to the maximum extent possible. Existing utility poles are already standing, are of adequate height in most cases for antennas, and have electrical power nearby.

2. In locations where streetlight or utility poles are not present, or are not capable of accepting new equipment, a provider may request to:

    a. Remove and replace an existing combination streetlight/antenna pole with a new one; or

    b. Construct a new freestanding pole, pursuant to criteria for freestanding poles in Section H.2.

3. The City encourages network providers to co-locate new equipment onto existing poles and infrastructure in the public ROW wherever technically feasible. The City recognizes each carrier owns rights to a spectrum of operating frequency and requires some separation with competing antennas to avoid signal interference.

4. Pole mounted or freestanding small cell facilities and/or equipment shall be located such that they do not: impede, obstruct, or hinder the usual pedestrian or vehicular travel; affect public safety: obstruct the legal access to or use of the public ROW: violate applicable law: violate or conflict with public ROW design standards, specifications, or design district requirements: violate Americans with Disabilities Act (ADA) requirements; or in any way create a risk to public health, safety, or welfare.

5. In any Specific Plan Area (i.e., North Montclair Downtown Specific Plan), or a neighborhood with unique streetlight assemblies, new small cell facilities may only be allowed if the applicant can demonstrate that the small cell installation can effectively match the existing streetlight aesthetics in terms of the design, colors, height and size. Unique assemblies may include, without limitation, mast arms, decorative pole bases, architectural luminaires, mounting heights, and pole colors. An example of a unique streetlight can be found in Figure 1-1.

SECTION E: PROHIBITED LOCATIONS, SUPPORT POLES, AND ATTACHMENTS

1. No small cell facility or equipment of any kind shall be located on traffic signal/control poles.

2. Strand mounted small cell attachments shall be prohibited.

3. New freestanding, single purpose, wood poles are prohibited.

SECTION F: CONSIDERATION OF ALTERNATIVE LOCATIONS

The Applicant must identify alternative locations in the vicinity of the proposed small cell facility and explain why the proposed location was selected. The City may propose an alternative location to the one proposed in the application if that the alternative location:

1. Is substantially similar in physical characteristics to the proposed structure;

2. The visual impacts that may be suffered by the public are no greater than the impact if installed on the proposed structure; and

3. The alternative infrastructure can accommodate the proposed small cell facility without creating any risk to the public health or safety.

4. Allows for an installation that is technically feasible.

SECTION G: DESIGN CRITERIA

The general intent for these Standards is to preserve the character of the City's neighborhoods and corridors by encouraging installations that blend into the existing streetscape as much as possible. To achieve this goal the City has developed the following general criteria for applicant to work towards achieving with their respective requests for approval.

Applicant are strongly encouraged to consult with City staff early on in the process prior to formally submitting an application.

Standard Design Elements

Applicants shall take into consideration the following criteria:

1. Match the aesthetics and alignment of the existing street and utility structures in the ROW of the neighborhoods adjacent to proposed small cell facility location(s).

2. Standardize pole design elements, such as color and location, to meet intent and character of existing infrastructure in the public ROW.

3. Prefer small cell facilities that do not require new power poles or overhead wires to be served.

4. Limit pole heights to match existing street lighting and other poles in the public ROW in the vicinity of the proposed small cell facility.

5. Avoid placing new poles adjacent to parks and historical places, where feasible.

6. Utilize pole and equipment designs that enclose as much equipment as possible to minimize visual impact.

7. Co-locate equipment onto existing infrastructure wherever feasible.

8. All equipment located within the public ROW shall be located such that it meets ADA requirements and does not obstruct, impede, or hinder usual pedestrian or vehicular travel.

9. Whenever possible all small cell carrier equipment shall be enclosed and screened from view by means of a shroud to the greatest extent technically feasible. A maximum of two shrouds may be used at each location.

10. All elements of a small cell facility (including, without limitation, antennas, cabinets, shrouds, and electric meters) shall be as small as possible so as to be effectively concealed or otherwise minimize their visibility to the greatest extent possible.

11. No logos, decals, or advertising of any type may be affixed to any element of the small cell facility or equipment or pole, except as required by federal or state law. However, the City shall require a decal or placard measuring no more than 4" x 6" in size, which lists the facility owner's name and emergency contact phone number. The placard shall be placed in an inconspicuous manner area on an element of the equipment or on the pole immediately below the antenna.

12. New small cell facilities and wireless support structures shall not be directly illuminated (internally or externally), except as incidentally illuminated by an unrelated light source.

13. The use of any cooling system associated with the small cell facility shall comply with all applicable local regulations and federal and state laws.

SECTION H: TYPES OF INSTALLATIONS

Small cell facilities within City may be allowed as attachments to wooden utility poles (with or without streetlights), attachments to metal, concrete, or wood streetlights, or upon new freestanding poles located within the public ROW. An overview of each type is provide below. All installations on utility poles shall fully comply with the California Public Utilities Commission (CPUC) general orders (GOs), including, but not limited to, GO 95. None of the following design standards are meant to conflict with or cause a violation of GO 95, including, but not limited to, its standards for a safe installation on a utility pole. Accordingly, size limits can be adjusted at the Director's discretion to ensure compliance with CPUC rules on safety.

1. Attachment to Existing Utility Poles or Streetlights

   Installing small cell facilities and/or equipment on existing utility poles is highly encouraged. The applicant shall ensure that the supporting poles are appropriately sized and have sufficient strength to accommodate the additional small cell equipment loads. All installations shall meet or exceed all applicable structural standards, clearance standards, and provisions of the latest National Electrical Safety Code or City construction standards. In case of conflict, the most stringent requirements shall prevail.

a. Where possible, all small cell facilities and equipment shall be enclosed and screened from view by means of a shroud to the greatest extent technically feasible. A maximum of two shrouds shall be installed at each location.

b. Placement of antennas above an existing utility pole or streetlight may be permitted provided that the antenna:

   i. Is mounted on a structure 50 feet or less in height, including antennas, as defined in 47 C.F.R. Section 1.1320(d); or

   ii. Is mounted on a structure no more than ten (10) percent taller than other adjacent structures; or

   iii. Does not extend existing structures on which it is located to a height of more than 50 feet or by more than 10 percent, whichever is greater.

c. The maximum dimensions for antenna hall not be more than three (3) cubic feet in volume, including any shroud or enclosure for the antenna.

d. No protrusions from the outer circumference of the existing structure or pole shall be more than three (3) feet in any direction. The City, at its option, may waive the three-foot limit for cause.

e. No loose, exposed, or dangling wiring or cables shall be allowed. All external cables or wiring shall be sheathed (or enclosed) within a durable tubing material (e.g., conduit) of the smallest diameter necessary to protect and provide the shortest and direct route between elements of the facility.

f. All elements of a small cell facility and equipment shall be painted or finished to match the color of the existing support pole/structure to which they are attached to the greatest extent possible. Approved paint colors may be obtained from the Community Development Director.

g. The City strongly encourages site operators to use flat-rate electric service when it would eliminate the need for a meter. Due to ever-increasing crowding of the public ROW and potential line-of-sight safety concerns, ground-mounted enclosures and meter pedestals, including backup power supply, are strictly prohibited, unless required by state or federal laws or if there is no technically feasible alternative

h. For utility poles with a streetlight, no small cell facilities shall compromise the performance of the streetlights.

2. <u>New Freestanding Poles</u>

In locations where existing utility poles within the public ROW are not available, a freestanding pole to support a small cell facility may be considered. As with small cell facilities mounted to the existing utility poles or streetlight structures, the design of a new freestanding pole shall meet the following criteria:

a. New freestanding poles shall align with and/or match the predominant pattern, distribution, and heights of existing streetlights and/or utility poles in the adjacent ROW as determined by the Public Works Director.

b. New freestanding poles adjacent to residences or commercial establishments (e.g., a shop or restaurant) should not create a visually negative impact. For example, a new freestanding pole with small cell facilities and equipment shall not be located directly in front of storefront windows, primary walkways, or primary entrances or exits. In residential areas, new freestanding poles should be located between properties.

c. All freestanding poles with small cell facilities and equipment shall be privately owned and properly maintained by the owner at all times.

d. Freestanding poles shall match the aesthetics of existing streetlights (and any component thereon, including, but not limited to, mast arm, luminaire, and decorative hardware) installed in proximity to the pole to maintain a cohesive appearance.

    i. New freestanding poles shall be metal, concrete, or decorative, as determined by the Public Works and Community Development Directors. No new wood poles for the sole purpose of mounting a small cell facility shall be allowed.

    ii. In any Specific Plan Area (e.g., North Montclair Downtown Specific Plan) or a neighborhood with unique streetlight assemblies, new small cell facilities may be allowed if the applicant can demonstrate that the small cell facility and equipment can effectively match the existing streetlight aesthetics, subject to the satisfaction of the Community Development Director.

e. No element of a small cell facility not covered by a shroud or concealment element shall be placed, mounted, or strapped to the outside of a new freestanding pole. All antennas shall be enclosed within a decorative shroud that meets the requirements of these Standards, and all wires, cables, and conduits associated with the facility shall be routed directly through the new pole with all points of connection for power or data being placed underground.

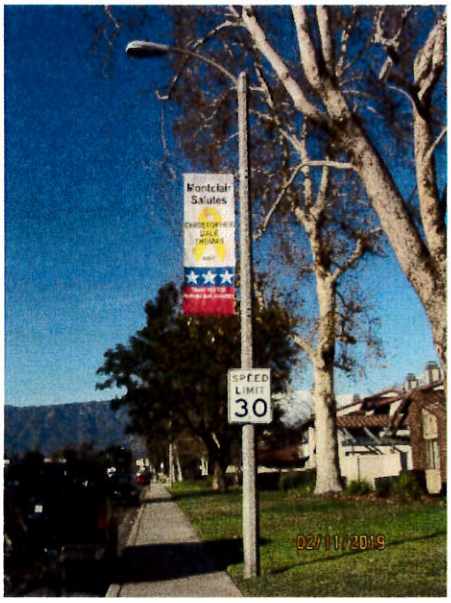
f. All hardware connections shall be hidden from view.

g. No ground-mounted enclosures or meter pedestals, including backup power supply, are permitted.

FIGURE 1-1

IMAGES OF POLES WITHIN

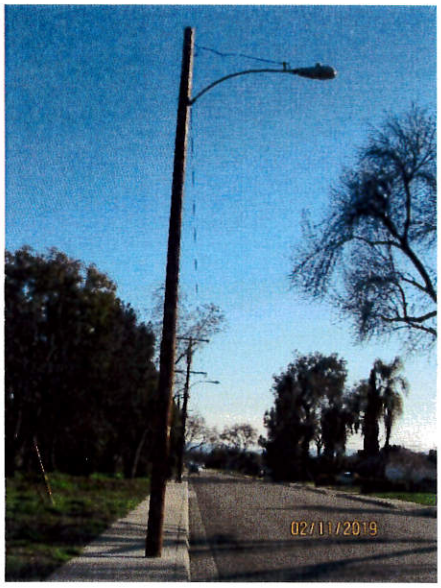
THE RIGHT-OF-WAY



Non-Ornamental Cement Street Light Pole

Ornamental Street Light Pole

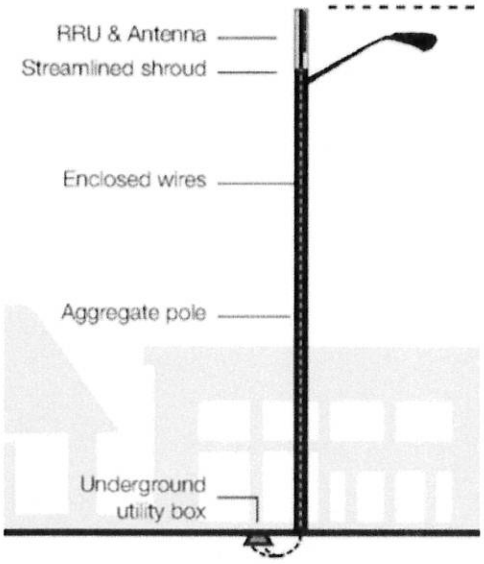
Non-Ornamental Transmission
Wood Light Pole



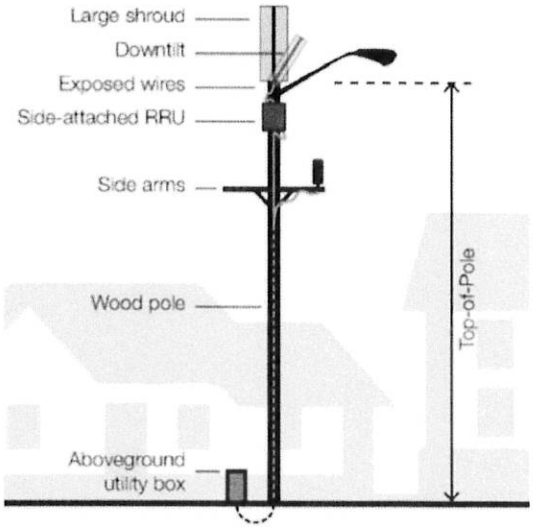
Non-Ornamental Distribution
Wood Light Pole

OVERALL DESIGN

ENCOURAGE



DISCOURAGE

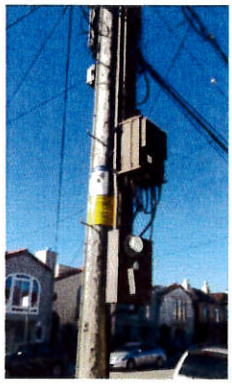


Encourage poles to match equipment design, texture, and paint to reduce visual clutter.

DISCOURAGE

Above ground pedestals

Poles built right against another pole

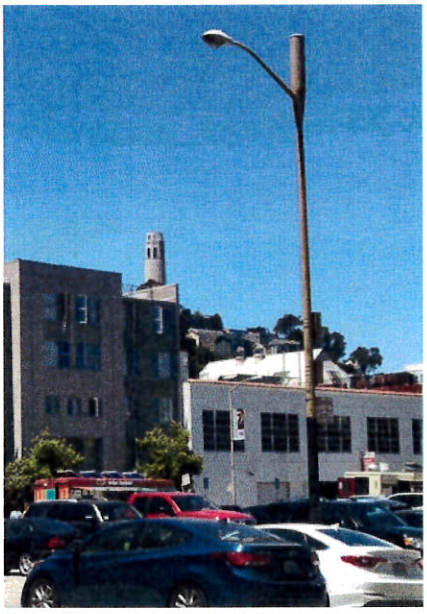


Exposed wires

Visual clutter

ENCOURAGE

Wood Pole



Metal Pole