



## WIRELESS COMMUNICATION FACILITY (ROW) – Type I

### 1. APPLICANT INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Telephone (Primary) \_\_\_\_\_ (Secondary) \_\_\_\_\_

### 2. AGENT INFORMATION (Owner's consent required)

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Telephone (Primary) \_\_\_\_\_ (Secondary) \_\_\_\_\_

### 3. OWNER INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

Telephone (Primary) \_\_\_\_\_ (Secondary) \_\_\_\_\_

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**5. REQUIRED SUBMITTALS**

- Application Form (signed)
- Copy of City Franchise Agreement (signed)
- Site Plan
- Exterior elevations of proposed wireless facility
- Photo simulations of proposed wireless facility
- Photos of each major component from a similar installation
- Written narrative [addressing design standards of §10.824(G)(1)]
- Reduced copy of all graphic exhibits (8.5"x11" & 11"x17")
- Fee \$550

**6. I HEREBY STATE THAT THE FACTS RELATED IN THE ABOVE APPLICATION AND THE PLANS AND DOCUMENTS SUBMITTED HERewith ARE COMPLETE, TRUE, CORRECT, AND ACCURATE TO THE BEST OF MY KNOWLEDGE.**

Signature \_\_\_\_\_  Applicant     Agent     Owner

**7. SUBMIT APPLICATION AND REQUIRED DOCUMENTS:**

- a. PDF: send via email to [planning@cityofmedford.org](mailto:planning@cityofmedford.org), and
- b. Paper: one (1) copy delivered to Planning Department, 200 S. Ivy Street, Medford, OR 97501

## **WIRELESS COMMUNICATION FACILITY (ROW) – Type I**

### **MEDFORD LAND DEVELOPMENT CODE SECTION 10.824(G)(1) Wireless Communication Facilities (Public Right-of-Way)**

Applications for Wireless Communication Facilities within the public right-of-way (ROW) shall be required to enter into a Franchise Agreement with the City, and to obtain a right-of-way permit from the Public Works Department. Such applications shall be approved by the Planning Director as a Type I Land Use Action if the facility is located within a commercial or industrial zone and it complies with all of the following design standards. Facilities located within residential or Public Parks zones, and/or facilities that do not comply with the design standards are subject to approval of a Conditional Use Permit pursuant to Section 10.824(D).

(1) Design Standards:

(a) Wherever possible, the facility shall be attached to an existing utility support structure. Such structure may be replaced with a new utility support structure so long as the replacement structure is at the same location and is of the same design as the original structure.

(b) No more than one wireless communication facility shall be installed on a single utility support structure.

(c) The installation of wireless communication facilities on decorative street light fixtures is prohibited.

(d) All transmission and power cables shall be contained within the utility support structure or concealed within a single conduit line or housing that is flush-mounted to the structure. Where the National Electric Safety Code (NESC) requires separation from the support structure, installations at the NESC required separation shall be considered flush-mounted.

(e) Any accessory equipment shall be placed underground to the maximum extent possible. Accessory equipment that is attached to the utility support structure shall be enclosed in cabinets with no one dimension exceeding 30 inches.

(f) In commercial and industrial zones, antenna arrays shall be mounted within six inches of the utility support structure or contained in a covering cylinder that is a continuation of the diameter of the utility support structure. The antenna array shall be painted to match the utility support structure.

(g) If (d) above is not feasible, antenna arrays in commercial and industrial zones may be attached to horizontal support arms no greater than five feet in length measured from the center of the utility support structure. The antennas shall be placed within a covering cylinder.

(h) In residential zones, antenna arrays shall be contained within the utility support structure, or contained in a covering cylinder that is a continuation of the diameter of the utility support structure. The array shall be painted to match the utility support structure. Antenna arrays shall not project more than 36 inches above the existing utility support structure.

(i) Any facility involving the use of a City-owned street light, or the installation of a new utility support structure, shall be subject to the following conditions:

i. The location of the support structure shall be subject to the approval of the City Engineer, or their designee.

ii. Installations shall not be allowed on traffic signal poles.

iii. The applicant shall submit plans and calculations, stamped and signed by a professional engineer licensed in the State of Oregon, which identify the location of the proposed facilities and verify the structural capacity of supports and foundations. The City Engineer may request additional information as needed.

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iv. The City may require a street light arm and fixture be included as part of a new utility support structure, at the discretion of the City Engineer or their designee.

v. Installation on City-owned street light poles shall meet all the requirements of the NESC, including power cut-off requirements.

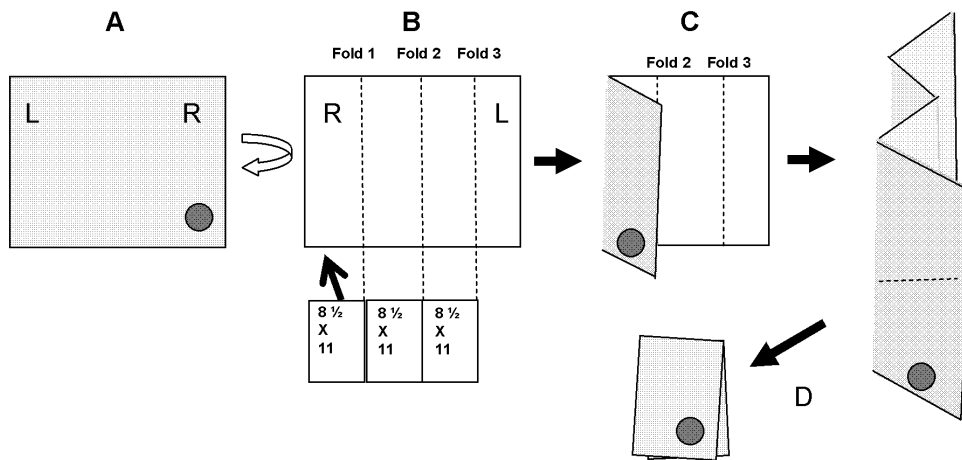
vi. If a combined street light and cellular facility is proposed that does not use the City's standard street light pole, the applicant shall maintain the pole and cellular facilities in a safe condition. The City shall maintain the street light fixture.

vii. The applicant shall pay the on-going power costs associated with the facility. This may include the costs to power the street light if the power sources and billing cannot be separated.

viii. The City shall have access to the power cut-off.

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## PLAN FOLDING INSTRUCTIONS



- A. Lie map flat facing up.
- B. Flip the map over (the top right corner is now the top left corner). Using the width of an 8 ½ x 11 piece of paper as a guide, start with the left side of the map and fold the map over as wide as the guide (8 ½ inches).
- C. Repeat folding, no wider than the first fold (8 ½ inches), and continue in an accordion style until you no longer have any folds left to make.
- D. Fold the accordion map in half by folding the top edge behind the bottom edge so that the lower right corner of the map ends up on top.