



**TO:** Elizabeth Pauli, City Manager  
**FROM:** Peter Huffman, Planning and Development Services  
**COPY:** Infrastructure, Planning and Sustainability Committee  
**SUBJECT:** Design Standards for Small Cell/5G Installations  
**DATE:** February 14, 2018

**SUMMARY:**

At the February 14, 2018, Infrastructure, Planning and Sustainability Committee meeting, staff from Planning and Development Services (PDS) will present amendments to Chapter 9.08 Street Occupancies that will facilitate the next generation cellular network. The proposals would codify procedures and design standards related to Small Cell and 5G installations.

**BACKGROUND:**

On November 14, 2018, City staff provided the City Council with updates related to future installation of Small Cell infrastructure in the City right-of-way. The Council asked that appropriate development standards be put in place to avoid negative impacts to the aesthetic environment. Representatives from Public Works, Tacoma Public Utilities, Media and Communication Offices, and Planning and Development Services have worked collaboratively to prepare development standards. The same staff reviewed a draft code with stakeholders on January 31, 2017.

**ISSUE:**

The City currently lacks design standards applicable to cellular installation in the public right-of-way. Staff will present a series of code changes to regulate these installations. The proposal has been developed in collaboration with multiple city departments and has been reviewed by stakeholders.

**ALTERNATIVES:**

Cellular providers must obtain Franchise Agreements and Pole Attachment Agreements. This proposal assumes that prior to the pole attachment agreement, the provider must demonstrate that certain development standards are met. As an alternative, the development standards could be imposed by Public Works or Tacoma Public Utilities through the Pole Attachment Agreement.

**FISCAL IMPACT:**

Creating a new review process will translate to staff time. The review for compliance with development standards will be subject to a fee paid by the applicant. Currently the fee for ROCC Permits is \$320.00 per permit review. It is expected that "batches" of 20-50 installations will come in at one time. Staff proposes charging \$320.00 per facility type (if all facilities in a batch will be same size, color, etc) the review will be only \$320.00. Staff will present a benchmark report after 6 months to determine if the fee is adequate to cover staff time.

**RECOMMENDATION:**

Staff recommend proceeding with changes as proposed.