



Application for Small Cell Wireless Facilities Permit

A Small Cell Wireless Facilities permit shall be obtained from the Zoning Administrator for those activities requiring such permit as stated in Section 21.7-2 of the City of Hudsonville City Code. See additional standards in Chapter 21.7 of the City Code and the City of Hudsonville Zoning Ordinance Chapter 4 Article 1 Section 4.01.33.

Date: _____ Application Number: **SC** - _____
Fee: _____ plus engineering, legal, and other professional costs

APPLICANT: _____

Contact: _____

Address: _____

Telephone: _____ Email Address: _____

CONTRACTOR: (if different than applicant) _____

Contact: _____

Address: _____

Telephone: _____ Email Address: _____

SERVICE ADDRESS & DESCRIPTION OF PROJECT: _____

Approximate Start Date: _____ End Date: _____

Project information to be submitted with this application:

1. A map(s) for any proposed small cell wireless facilities which shall follow these standards:
 - a. Be legible
 - b. Be to scale
 - c. Labeled with streets
 - d. Contain sufficient detail to precisely identify the proposed small cell wireless facilities' locations and surroundings.
 - e. Where applicable, the required map(s) shall include and identify any requested pole height(s), all attachments and detailed drawings of any attachment.

Yes, I have read the City of Hudsonville City Code pertaining to Small Cell Wireless Facilities permitting process and will abide by the conditions stated. (see attached)

Yes, I have read the City of Hudsonville City Code pertaining to Small Cell Wireless Facilities spacing requirements and design standards and will abide by the conditions stated. (see attached)

Applications are received during hours of operation on **Mondays**. When that is a holiday as honored by the City of Hudsonville, applications are received during hours of operation on the first day of the week the city administrative offices are open.

The applicant has read and agrees to pay all fees to work within the City of Hudsonville right of way. All work is to be done in accordance of the City of Hudsonville Ordinances. Call 669-0200 for inspections. **Reasonable notice must be given for all inspections.** Please remit application and fees to: City of Hudsonville, Attn: Sarah Steffens, 3275 Central Blvd, Hudsonville, MI 49426

Applicant's Name (Please Print)

Applicant's Signature

Date

.....
 Approved: With Conditions: _____

 Denied: Reason for Denial: _____

Date: _____

**CITY OF HUDSONVILLE
OTTAWA COUNTY, MICHIGAN
CHAPTER 21.7 - SMALL CELL WIRELESS FACILITIES IN THE PUBLIC RIGHT-OF-WAY
SECTION 21.7-4. – PERMITTING PROCESS.**

The processing of an application for a permit under this section is subject to all of the following:

- (1) An application in such form as prepared by the city shall be completed and submitted as set forth in this section.
- (2) The city may require an applicant to provide information and documentation to enable the city to make a compliance determination with regard to the criteria in this section involving, without limitation, subsection (3) of this section. The city may also require a certificate of compliance with FCC rules related to radio frequency emissions from a small cell wireless facility.
- (3) If the proposed activity will occur within a shared ROW or an ROW that overlaps another ROW, a wireless provider shall provide, to each affected jurisdiction, to which an application for the activity is not submitted, notification of the wireless provider's intent to locate a small cell wireless facility within the ROW. The city may require proof of other necessary permits, permit applications, or easements to ensure all necessary permissions for the proposed activity are obtained.
- (4) The city may require an applicant to attest that the small cell wireless facilities will be operational for use by a wireless services provider within one (1) year after the permit issuance date, unless the city and the applicant agree to extend this period or delay is caused by lack of commercial power or communications transport facilities to the site.
- (5) An applicant may, at the applicant's discretion, file a consolidated application and receive a single permit for the co-location of up to twenty (20) small cell wireless facilities within the city. The small cell wireless facilities within a consolidated application must consist of substantially similar equipment and be placed on similar types of utility poles or wireless support structures. The city may approve a permit for one (1) or more small cell wireless facilities included in a consolidated application and deny a permit for the remaining small cell facilities.
- (6) The application for a permit under this section shall be accompanied by an application fee as set by resolution of the city commission from time to time.
- (7) The permit application shall be accompanied by a map(s) for any proposed small cell wireless facilities which shall be legible, to scale, labeled with streets, and contain sufficient detail to precisely identify the proposed small cell wireless facilities' locations and surroundings. Where applicable, the required map(s) shall include and identify any requested pole height(s), all attachments and detailed drawings of any attachment.
- (8) The permittee shall field-stake all proposed locations for small cell wireless facilities which shall be subject to the advance approval of the city, Ottawa County Road Commission and/or the Michigan Department of Transportation as applicable. All approved small cell wireless facilities' locations shall be on a per pole/equipment/other basis.
- (9) Once precise locations have been approved, the permittee shall provide latitude and longitude coordinates for the small cell wireless facilities' locations to the city's engineer as well as detailed as-built drawings within ninety (90) days of the completion of installation.
- (10) The permittee shall be responsible to obtain such other permits and approvals as otherwise required by law.
- (11) Applications are received during hours of operation on Mondays. When that is a holiday as honored by the City of Hudsonville, applications are received during hours of operation on the first day of the week the city administrative offices are open.

(Ord. No. 19-319, § 1, 12-10-19)

**CITY OF HUDSONVILLE
OTTAWA COUNTY, MICHIGAN
CHAPTER 21.7 - SMALL CELL WIRELESS FACILITIES IN THE PUBLIC RIGHT-OF-WAY**

**SECTION 21.7-3. SPACING REQUIREMENTS FOR GROUND-MOUNTED EQUIPMENT
AND NEW UTILITY POLES.**

SECTION 21.7-7. DESIGN PARAMETERS.

SECTION 21.7-8. MODIFICATION OF DESIGN PARAMETERS.

Sec. 21.7-3. - Spacing requirements for ground-mounted equipment and new utility poles.

A wireless provider shall not place new utility pole or ground-mounted equipment within any distance of another utility pole or ground-mounted equipment that would be in violation of any applicable laws or regulations nor closer than one hundred twenty-five (125) feet from another utility pole or ground mounted equipment. The authority has the ability to waive separation distance requirements if the authority finds that it is necessary so as not to be prohibitive to the deployment of wireless services.

(Ord. No. 19-319, § 1, 12-10-19)

Sec. 21.7-7. - Design parameters.

The following minimal design parameters shall apply to small cell wireless facilities, utility poles and wireless support structures in the city's public rights-of-way:

(1) A wireless provider may, as a permitted use not subject to zoning review or approval, but still subject to approval by the city under this section, co-locate small cell wireless facilities and construct, maintain, modify, operate, or replace utility poles in, along, across, upon, and under the ROW consistent with the following:

a. A utility pole in the ROW installed or modified on or after the effective date of the Act shall not exceed forty (40) feet above ground level, unless a taller height is agreed to by the city consistent with all applicable laws.

b. A small cell wireless facility in the ROW installed or modified after the effective date of the Act shall not extend more than five (5) feet above a utility pole or wireless support structure on which the small cell wireless facility is co-located.

(2) Such structures and facilities shall be constructed and maintained so as not to obstruct or hinder the usual travel or public safety on the ROW or obstruct the legal use of the city's ROW or uses of the ROW by other utilities and communications service providers.

(3) A wireless provider may co-locate a small cell wireless facility or install, construct, maintain, modify, operate, or replace a utility pole that exceeds the height limits under subsection (1), or a wireless support structure, in, along, across, upon, and under the ROW only upon issuance of a permit in accordance with this Section and upon receiving zoning approvals required by the city.

(4) The following design and concealment measures shall apply to the co-location of any small cell wireless facility or utility pole in an historic, residential, or downtown district:

a. Equipment on a supporting structure may not exceed an aggregate width of four (4) feet (centered on pole) and shall be secured a minimum of ten (10) feet from the ground surface or eighteen (18) feet where equipment may overhang the back of curb line. Ground level equipment or shelters are not permitted.

b. Small cell wireless facilities shall be located no closer than eighteen (18) inches from an existing sidewalk/face of curb or eighteen (18) inches from a proposed future sidewalk/face of curb location.

c. Small cell wireless facilities shall be located no closer than ten (10) feet from any driveway.

d. Small cell wireless facilities shall be located in line with a side lot line and not in front of a residence.

e. Unless otherwise required by the Federal Communications Commission (FCC), the Federal Aviation Administration (FAA), or applicable codes poles shall either maintain a galvanized silver, gray or concrete finish or, subject to any applicable standards of the FAA, FCC or such codes, be painted a neutral color so as to reduce visual obtrusiveness.

f. At all pole sites related equipment shall use materials, colors, textures, screening, and landscaping that will blend the facilities to the natural setting and environment to the extent reasonably practical.

g. All poles shall be of monopole design and construction unless the city approves an alternate design. Disguising or stealthing poles is encouraged.

Any such requirements shall not have the effect of prohibiting any wireless provider's technology.

(5) A wireless provider shall comply with any city requirements that prohibit communications service providers from installing structures on or above ground in the ROW in an area designated solely for underground or buried cable and utility facilities if each of the following apply:

a. The city has required all cable and utility facilities, other than city poles, along with any attachments, or poles used for street lights, traffic signals, or other attachments necessary for public safety, to be placed underground by a date that is not less than ninety (90) days before the submission of the wireless provider's application.

b. The city does not prohibit the replacement of city poles by a wireless provider in the designated area.

(Ord. No. 19-319, § 1, 12-10-19)

Sec. 21.7-8. - Modification of design parameters.

Upon the written request of an applicant for a permit, the city commission may modify or waive the design parameters of subsection 21.7-7(4) and 21.7-7(5) in its discretion following a hearing and based on its review of factors affecting the public health, safety and welfare including, but not limited to, the following: the presence of existing poles or other structures or equipment in the immediate vicinity; the ability to reasonably comply with the design parameters set forth in subsection 21.7-7(4) and 21.7-7(5); the visual and aesthetic impact of the proposed pole, antenna or facilities on the adjacent area; the existing and planned character of the adjacent area; public comment; the scale and scope of the poles, antennas or facilities relative to the existing character of the area; whether granting the modification will adversely impact public safety; and the recommendations of city department heads (if any). Following its review, the city commission may grant, deny or grant with conditions a request to modify or waive the design parameters and shall provide its decision and the basis for the same to the applicant in writing. All applications for a waiver or modification of the design parameters as set forth herein shall be addressed in a uniform and nondiscriminatory manner. The applicant shall be responsible to pay all costs of the city associated with the request to modify or waive the design parameters.

(Ord. No. 19-319, § 1, 12-10-19)