

CITY OF COLLEGE PLACE PLANNING COMMISSION AGENDA
372nd Meeting – Council Chambers – 625 South College Avenue
August 15, 2017 – 7:00 P.M.

CALL TO ORDER

ROLL CALL:

Monty Puymon – Chair, Scott Duncan – Vice Chair, Wrandoll Brenes-Morua, Eileen Davis, Ken Louderback, Dennis Olson and Brian Roth.

CONSENT AGENDA:

1. Approve Planning Commission Minutes from July 18, 2017.
2. Approve Agenda for August 15, 2017.

Regular Agenda:

1. Workshop: Sign Regulations – Review revised draft regulations
2. Broadband – Small Cell Webinar

REPORTS

OTHER BUSINESS

ADJOURN

371st PLANNING COMMISSION MEETING MINUTES
College Place City Council Chambers
July 18, 2017 – 7:00 P.M.

PRESENT Commissioners: Monte Puymon - Chair, Scott Duncan – Vice Chair, Wrandoll Brenes-Morua, Eileen Davis, Ken Louderback, Dennis Olson and Brian Roth.

Staff: Jon Rickard, Planning Director

ABSENT None

CALL TO ORDER Chairman Puymon called the meeting to order at 7:00 p.m. Roll was called and it was noted that a quorum was present.

CONSENT AGENDA

Mr. Duncan motioned to approve the minutes from the May 16, 2017 meeting, seconded by Mr. Louderback, motion passed.

Mr. Olson motioned to approve the agenda for July 18, 2017, seconded by Mrs. Davis, the motion passed.

REGULAR AGENDA

Item 1. Presentation/Workshop: College Avenue Design Standards by Rural Communities Design Initiative (RCDI).

Bob Krikac with RCDI presented the work that resulted in several public workshops over the course of spring 2017 regarding design standards for the College Ave Corridor and the creation of districts within the corridor. Feedback was sought from the commission. The presentation and dialog ended around 8:05 p.m.

No action was taken.

Item 2. Workshop: Sign Regulations

Mr. Rickard explained that the sign code had been remanded back to the planning commission by the City Council and that passage of a sign code would be postponed for 90 days. Mr. Rickard presented suggested for additional changes.

At approximately 8:22 pm Mr. Puymon open the floor for public impute.

Steve Groulik of 237 SE Mountain View Dr. provided feedback regarding the Beeline service station.

Open discussion was had regarding the sign code.

REPORTS – NONE

OTHER BUSINESS

Joint Comp Plan Kickoff Meeting August 29, 2017 at 7p.m.

Brian Roth introduced himself and his background.

Wrandoll Breness-Morua introduced himself and his background.

ADJOURN – The meeting was adjourned at 9:15 p.m. The next regularly scheduled meeting is on August 15, 2017 at 7:00 p.m.

The foregoing minutes are the official record of the Planning Commission meeting that occurred on July 18, 2017. Audio recordings are available upon request.

Approved: _____
Chairman / Vice Chairman Date

Attest: _____
Jon Rickard – Planning Director Date

City of College Place
AGENDA ITEM

Agenda: # 1

Subject: Sign Code – Workshop 4

Agenda Date: August 15, 2017

Originator: Jon Rickard, Planning Director

<i>EXHIBITS</i>	1. Revised draft Sign Code – Redlined 2. Draft Sign Code Pamphlet
<i>SUMMARY STATEMENT</i>	After meeting on July 18, 2017 additional changes have been made. Staff has updated the draft on the City website and made social media post. Also, staff created a summary of the draft sign code in pamphlet format and had a booth at the August 10 th College Place Farmers Market.
<i>RECOMMENDED ACTION</i>	Consider any additional impute from the public and direct staff to begin the process to go out for a formal public comment period and schedule a public hearing before the Planning Commission on September 19, 2017.

COLLEGE PLACE, WA

DRAFT Sign Code

Chapter 17.40 SIGNS

Sections:

- 17.40.010 Purpose.
- 17.40.020 Definitions.
- 17.40.030 General.
- 17.40.040 Signs in residential zones.
- 17.40.050 Signs in business and commercial zones.
- 17.40.060 Nonconforming uses and nonconforming signs.
- 17.40.070 Exemptions.
- 17.40.080 Prohibited signs.

17.40.010 Purpose.

The purpose of this chapter is to promote and protect the public health, welfare, and safety, by regulating existing and proposed outdoor signs of all types. It is intended to protect property values, create a more attractive economic and business climate, enhance and protect the physical appearance of the community, help preserve the historic buildings and areas, preserve the scenic and natural beauty of designated areas, and provide a more enjoyable and pleasing community. It is further intended to reduce sign or advertising distractions and obstructions that may contribute to traffic accidents, reduce hazards that may be caused by signs overhanging or projecting over public rights-of-way, provide more open space, and curb the deterioration of natural beauty and community environment. This chapter also intends to contribute to a positive harmony within the community, and allow for the appropriate display of information.

17.40.020 Definitions.

~~A.~~ "Changing message center sign" means any electronically or electrically controlled sign where different automatic changing messages are shown on the same lamp bank.

~~B.~~ "Construction sign" means a sign used to identify architects, engineers, contractors, or other individuals or firms involved in the construction of a building or structure and to announce the character of the building or the purpose for which it is intended.

~~C.~~ "Flashing sign" means any electrified sign that alternates light intensity in a sudden fashion or that switches on and off in a constant pattern. Public service and changing message center signs are excluded from this definition.

~~D.~~ "Flush-mounted sign" means any sign attached to the wall or window of a building, or erected against and parallel to the wall of a building, extending less than twelve inches from that wall.

~~E.~~ "Garage sale sign" means any temporary sign used to announce a sale including yard, moving, and patio sales of used items.

~~F.~~ "Ground sign" means any freestanding sign not over forty-two inches in height above grade.

~~G.~~ "Illuminated sign" means any electrical sign that has lighted characters, letters, figures, designs, or outlines as part of the sign.

~~H.~~ "Multiple occupancy building" means any single structure housing more than one retail business, office, or commercial venture.

~~I.~~ "Off-premises sign" means any sign that directs attention to a business, commodity, service, activity or entertainment not conducted, sold or offered upon the premises where the sign is located.

~~J.~~ "Outdoor advertising sign" means any off-premises sign used as an outdoor display for the purpose of making anything known, whether or not a charge is made for advertising thereon.

~~K.~~ "Permanent sign" means any sign that is anchored, bolted, erected, or fixed in a way that is designed for long-term placement. Such signs may include pole-mounted signs, ground-mounted signs, projection signs, and fixed wall signs.

~~L.~~ "Pole sign" means any freestanding sign wholly supported by a sign structure in or on the ground. Ground signs are excluded from this definition.

~~M.~~ "Political sign" means any temporary sign advertising a candidate or candidates for public office, or a political party, or a sign urging a particular vote on any public issue decided by ballot.

~~N.~~ "Projecting sign" means any sign that is attached to and projects twelve or more inches from the wall of a building or a sign that is suspended from a projecting element of a building like an eave or awning.

~~O.~~ "Real estate sign" means any sign pertaining to the sale, lease, or rental of land or buildings.

~~P.~~ "Sidewalk sign" means any sign placed on a sidewalk or curbside which is held up by frames, supports, or holders which are not fixed to the ground and are meant to be portable.

~~Q.~~ "Sign" means any communication device, structure, or fixture, that is intended to aid an establishment in identification and advertisement/promotion of a business, service, activity, or interest.

~~R.~~ "Sign surface area" means the entire area of a sign on which copy is to be placed, but only one side of a double-faced sign is included in the calculation of sign surface area.

~~S.~~ "Temporary sign" means any sign, ~~banner~~, pennant, searchlights, balloons, or other air- or gas-filled figures, flags but not including the flag of any nation, state, city, or other governmental agency, or nonprofit organization, or advertising displays constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, with or without frames, intended to be displayed for a limited period of time only. ~~Types of temporary signs and the corresponding amount of time the temporary sign may be displayed are:~~

~~1. ——— Construction signs, six months prior to construction and the duration of an active building permit;~~

~~2. ——— Grand opening displays, one month following the grand opening date;~~

~~3. ——— Real estate signs, the duration of the listing;~~

- ~~4. Special event, one week prior and following the special event;~~
- ~~5. Garage/yard sale signs, within two hours of the end of the sale;~~
- 6. Political signs, within 10 days post election;

~~F.~~ "Exempt sign" means any sign that does not require a building permit as outlined in Section 17.40.070.

~~U.~~ "Personal home decoration" means ornaments, flags, garden signs, welcome mats, beware of dog, and signs of similar nature which are meant for decoration of a residential property.

17.40.030 General.

A. The following sign standards by zone district are intended to include every zone in the city. Only signs as described herein and as may be described under "temporary signs" and "exemptions" will be permitted in each particular zone.

B. If any zone is omitted from this title or if a new zone is created after the adoption of this chapter, no sign shall be permitted therein until this chapter is amended to include the new zone.

C. Permits. All signs shall have a permit issued by the City of College Place, unless otherwise noted in this chapter. A City of College Place permit shall, upon submission of proper fees, plans and other documents required by the building official, be issued to the property owner or the property owner's authorized agent.

D. Application for Permit. An application for a permit shall be submitted and shall contain the following information:

1. Name, address and telephone number of applicant.
2. Location of building, structure or land where sign will be erected.
3. A detailed drawing or plan showing a description of the construction details of the sign including sign wordage, any photos or illustrations, position of lighting or other extraneous devices, a location plan showing the position of the sign on any building or land and its position in relation to nearby buildings or structures and to any private street or highway.
4. If signs are to be pole-mounted or anchored to a building wall, construction documents detailing anchors and supports must be submitted with the application. When required by the building department, construction documents must include design loads and other information pertinent to the structural design, and must be approved by a registered design professional.
5. In the event the applicant is not the legal owner of the structure or property on which the sign is to be erected, written consent of the owner shall be provided in the application for permit. If applicant is a tenant renting a structure, a copy of the lease agreement allowing these modifications or installations may be used as proof of written consent.

E. Fees. Fees shall be in accordance with the current city of College Place fee resolution schedule for building permits.

F. Process and Issuance of Permit. Upon the receipt of an application for a permit to erect a sign, it shall be the duty of the administrator or his/her designee to examine plans, specifications and other data submitted with the application and, if necessary, the building or premises where proposed sign shall be erected. If the application and proposed sign meets the requirements of this sign regulation and is in compliance with all other applicable city regulations, the administrator or his/her designee shall approve and issue a permit.

G. Permit Exceptions. The following actions shall not require a sign permit:

1. The changing of a message on an approved sign.
2. Any maintenance for approved sign including painting, repainting, cleaning and other normal maintenance. Any structural repairs such as replacing or fixing anchorage and supports shall require a permit and must first be approved by the city.
3. Temporary signs and exempt signs are exempt from permit requirements.

H. All signs shall comply with the city development regulations as well as the structural design requirements of Title 15 – Building and Construction, of the College Place Municipal Code.

I. Inspections. Signs may be inspected periodically for compliance with the city regulations.

J. Maintenance. All signs and accompanying components shall be kept in good repair and in a safe, clean, and attractive condition.

17.40.040 Signs in residential zones.

A. General. The term residential shall apply to all “R-60”, “R-75”, “RM” and PUD zones designated by this title. Signs in residential areas as allowed by this section do not require a permit.

B. Location. Permitted signs may be anywhere on the parcel, except as noted below:

1. Signs may not be erected in areas restricted as noted elsewhere in this title.
2. Signs may not project beyond any property lines.
3. Signs may not be erected in areas that obstruct views at traffic intersections in accordance with Section 17.42.050.

C. Pole and ground signs shall not exceed sixty inches in height above grade.

D. Wall Signs. Signs mounted on the building shall be flush with the wall surface and shall not project above the eave or roof line.

E. Illumination Signs. Illuminated signs shall not be permitted in residential zones.

F. Temporary Events. Signs used to advertise temporary events such as a garage sale, yard sale, lemonade stand, bake sale, and/or holiday/birthday parties are allowed and do not require a sign permit. Such signs must be removed within one hour~~two hours~~ of event conclusion.

G. Residential Real Estate. "For Sale" and "Sold" signs shall be limited to one sign per street frontage of the property being sold. Signs must not exceed six square feet in area, and must not exceed a height of

seven feet. For undeveloped residential areas, area of sign must not exceed thirty-five square feet. Such signs do not require a permit. Temporary real estate signs providing direction to an “open house” shall comply with the *Sidewalk Signs/Sandwich Boards* section 17.40.050 of this code and shall not be placed earlier than daylight hours prior to the open house and shall be removed within one hour of the end of the open house.

H. Personal decoration signs shall be allowed in residential zones.

More than one sign may be placed on a property in a residential zone; provided, that signs do not exceed a total surface area of thirty square feet and no single sign may be larger than twelve square feet.

I. Home Occupation. In the case of a home occupation, signage displaying the home occupation or signage for commercial purposes shall not be permitted in residential zones.

17.40.050 Signs in business and commercial zones.

Signs in commercial and business zones shall comply with the following standards:

A. Wall Signs. The maximum area for the total of all permitted wall signs shall not exceed twenty-five percent of the building face area. This shall include all window and door areas and shall be measured from the sidewalk or ground line to the building eave line. Building name signs shall not be included in the allowable sign area and shall not exceed three percent of the building face area. In the case of projecting signs, sign surface area as defined by this code shall be calculated for one side of the sign ~~and shall not project into or over the public right-of-way or closer than five feet from the back of the street curb line, encroachment over the right-of-way for projecting signs shall be in accordance with this code.~~ Signs flush against the building face may be located anywhere on the surface of the building.

B. Pole Signs. Pole- or ground-mounted signs are permitted when the building provides a twenty foot minimum setback from the right-of-way. The total area for a pole sign shall not exceed sixty square feet in the DMU – Downtown Mixed Use zone and two hundred square feet in the CG – General Commercial zone, sign surface area as defined by this code shall be calculated for one side of the sign and shall not project into or over the public right-of-way. Such a sign may extend up to fifty feet above the ground level at the base of the sign in CG – General Commercial zones and up to ~~twenty~~thirty feet above the ground level at the base of the sign in DMU – Downtown Mixed Use zones, except as may be required by this title. Pole signs more than thirty feet in height must be at least one hundred feet from any residential zone.

C. Sidewalk Signs/Sandwich Boards. Sidewalk signs or sandwich boards no larger than six square feet per side in the DMU – Downtown Mixed Use zone and twelve square feet per side in the CG – General Commercial zone, containing no moving parts, must be of the A-Frame design, and constructed of weather resistant material rated for exterior use. Signage must be removed during non-business hours. Signage must be placed so that there is a clear pedestrian passage way of at least six feet so as not to be a hazard to pedestrians. At no time shall signs block or obstruct safe sight distance, be placed in a street or gutter and/or become a nuisance, hazard and/or danger to the public as determined by the public works department. No more than one sign shall be allowed per 100 lineal feet of right-of-way frontage in the CG-General Commercial zone and no more than one sign shall be allowed per business in the DMU – Downtown Mixed Use zone, corner lots are permitted one additional sign. Proof of liability

insurance naming the City of College Place as additionally insured, \$1,000,000 per occurrence/\$2,000,000 aggregate required. A hold harmless agreement from both the property owner and the tenant is also required.

D. Banners. Banners used by businesses on a site shall not exceed the maximum area for the total of all permitted wall signs of twenty-five percent of its building store front area and shall not have illumination of any kind.

E. Business/Commercial Real Estate. "For Sale" and "Sold" signs shall be limited to one sign per street frontage of the business/commercial property being sold. Real estate signs may be free standing or may be displayed through a window. Sign must not exceed an area of thirty-five square feet, and may not be placed on the public right-of-way. Such sign does not require a permit.

F. Illuminated Signs. Illuminated signs may be ground-mounted or wall attached. Light rays from such signs shall shine only upon the sign or upon the property on which the sign is located and shall not spill over the property lines in any direction except by indirect reflection. Areas for such signs shall not exceed sixty feet in the DMU – Downtown Mixed Use zone and two hundred feet in the CG – General Commercial zone.

G. Light Emitting Diode (LED) Signs. LED signs may be ground-mounted, wall attached, or displayed through a window. Light rays from such signs shall shine only upon the sign or upon the property on which the sign is located and shall not spill over the property lines in any direction except by indirect reflection. LED signs must not be flashing in a manner that distracts traffic or becomes a hazard to public safety. If sign displays alternating content, said content must be displayed for at least three seconds before changing. The area of an LED sign shall not exceed forty eight square feet and when combined with pole or ground mounted signage, total signage shall not exceed sixty square feet in the DMU – Downtown Mixed Use zone and two hundred square feet in the CG – General Commercial zone. LED signs within one hundred feet from any residential zone must be programmed to operate only between the hours of 6 a.m. and 11 p.m.

No more than one sign may be placed per property.

H. Encroachment over the Right-Of-Way. Signs that project into the public right-of-way shall comply with the following standards:

1. Projecting signs extending over public right-of-way shall be erected with clearance and projection limitations as set forth in the International Building Code; provided, that in no case shall any sign be permitted to extend within five (5) feet of the back of curb line.
2. If a public need arises, any sign permitted to extend over public right-of-way shall be removed or altered within 14 days of receiving written notice from the city.

17.40.060 Nonconforming uses and nonconforming signs.

Signs existing and not conforming to the provisions of this chapter, but which were constructed in compliance with previous regulations shall be regarded as nonconforming signs. Such signs may be

maintained in their present condition unless hazardous but may not be altered, erected, or relocated unless in conformity with the sign code.

17.40.070 Exemptions.

The following types of signs are exempt from all the provisions of this chapter, except for construction and safety regulations and the following requirements:

A. Public Signs. Signs of a noncommercial nature and in the public interest erected by or on the order of a public officer in the performance of his public duty; such as safety signs, danger signs, trespassing signs, traffic signs, memorial plaques, signs of historical interest, and the like;

B. Integral. Names of buildings, dates of erection, monumental citations, commemorative tablets, and the like when carved into stone, concrete, or similar material or made of bronze, aluminum, or other permanent type construction and made an integral part of the structure;

C. Small Signs. Signs not exceeding two square feet in area attached flat against the building, stationary, and not illuminated announcing only the name and occupation of building tenant;

D. Political. Signs related to political campaigns for public election may be erected on private property with the permission of the property owner; provided, that said political signs are removed within ~~forty-eight hours after the end of the election~~ ten (10) days post-election. Political signs may not be placed in city or state rights-of-way;

E. Temporary Street Banners. Banners related to city-approved activities or events;

F. Seasonal Holiday Signs and Decorations. Signs or decorations temporarily placed in observance of religious or national holidays (i.e., Christmas, Halloween, Fourth of July) shall be allowed in all zones and shall not require a permit; provided, that such holiday decorations/lights do not interfere with traffic or present a hazard to the safety or welfare of the public;

G. Flags. The flag of any nation, state, city, or other governmental agency, nonprofit organization, educational institution, provided they are maintained and do not constitute a hazard to the safety and welfare of the public;

H. Historic and Iconic Signs. Signs identified to be iconic or of historic interest by the historic preservation commission shall be exempt from the provisions of this chapter. However, any alterations or modifications to iconic or historic signs must be approved by the historic preservation commission. This exemption does not exempt the applicant from obtaining building permits.

17.40.080 Prohibited signs.

Prohibited signs are signs which:

A. Contain statements, words, or pictures of an obscene, indecent, or immoral character;

B. Are of a size, location, movement, content, coloring, or manner of illumination which may be confused with or construed as a traffic sign or traffic control device and/or may hide from view any traffic or street sign or signal;

C. Advertise an activity, business, product, or service no longer conducted on the premises upon which the sign is located, including off-premises signs;

D. Signs that are specifically designed to move or have parts/mechanisms that physically move;

E. Signs that ~~contain~~contain or consist of pennants, ribbons, streamers, spinners, or other similarly moving devices, searchlights, balloons, or other air- or gas-filled figures, flags but not including the flag of any nation, state, city, or other governmental agency, or nonprofit organization, -or advertising displays constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, with or without frames, intended to be displayed for a limited period of time only.

~~Exceptions to this are temporary event signs, and temporary street banners related to city approved activities or events. The following types of temporary signs and the corresponding amount of time the temporary sign may be displayed are:~~

~~A. — Construction signs, six months prior to construction and the duration of an active building permit;~~

~~B. — Grand opening displays, one month prior to and following the grand opening date;~~

~~C. — Real estate signs, the duration of the listing;~~

~~D. — Special event, one week prior and following the special event;~~

~~E. — Garage/yard sale signs, within two hours of the end of the sale;~~

~~F. — Political signs, within 10 days post election;~~

F. May cause a safety hazard by swinging or otherwise noticeably moving as a result of wind pressure because of the manner of their suspension or attachment;

G. Are erected in such a position that it completely covers another sign already in place on either side;

H. Billboards;

I. Any sign, poster or other advertising matter of any nature placed upon a utility pole or other poles, trees, sidewalks, streets, signs, traffic signs or other traffic control devices or other structures or places within streets, alleys or other public places or rights-of-way in accordance with this Chapter and Chapter 8.24 – Nuisances;

17.40.80 Temporary signs.

The following temporary signs by this chapter may be displayed for:

A. Construction signs, six months prior to construction and the duration of an active building permit;

B. Grand opening displays, one month prior to and following the grand opening date;

C. Real estate signs, the duration of the listing;

D. Special event, one month prior and following the special event;

E. Garage/yard sale signs, shall not be placed earlier than daylight hours prior to the sale and shall be removed within one hour of the end of the sale.

City of
College
Place

**DRAFT
SIGN CODE**



**YARD
SALE**

FOR VOTE ONLY
**CANDIDATE
NAME**



Come in WE'RE
OPEN



City of College Place
Development Services

Jon Rickard
Planning Director

625 S College Ave
College Place WA 99324
Phone: 509-394-8524

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www.cpwa.us

Online Code:
www.municode.com/Library/WA/
College_Place



YARD SALE SIGNS

- ◆ Shall not be placed earlier than daylight hours prior to the sale
- ◆ Removed within one hour of the end of sale
- ◆ NO permit required

RESIDENTIAL SIGNS

- ◆ Personal decoration signs allowed
 - ◆ Illuminated signs prohibited
 - ◆ Total signage not to exceed 30 ft²
 - ◆ No single sign larger than 12 ft²
 - ◆ Home Occupations—Signage displaying the home occupation or signage for commercial purposes are prohibited

POLITICAL/CAMPAIGN SIGNS

- ◆ Placed on private property with the permission of the property owner
- ◆ Removed within 10 days post-election
- ◆ May NOT be placed within city or state rights-of-way

HISTORICAL & ICONIC SIGNS

- ◆ Signs identified to be iconic or of historic interest by the historic preservation commission shall be exempt from the sign code
- ◆ Any alterations or modifications to iconic or historic signs must be approved by the historic preservation commission
- ◆ This exemption does not exempt the applicant from obtaining building permits.

DRAFT SIGN CODE

BUSINESS & COMMERCIAL ZONES

- ◆ **WALL SIGNS**
 - ◆ Shall not exceed 25% of the building face area. (including windows & door area from the ground to the eave line)
 - ◆ Projecting signs—sign surface area shall be calculated for one side of the sign
- ◆ **POLE SIGNS**
 - ◆ College Ave (DMU) Zone- pole sign shall not exceed 60 sf² and 30' in height above the ground
 - ◆ General Commercial (CG) Zones - pole sign shall not exceed 200 sf² and 50' in height above the ground
- ◆ **LIGHT EMITTING DIODE (LED) SIGNS**
 - ◆ LED signs shall not be flashing in a manner that distracts traffic or is a hazard to public safety
 - ◆ Alternating content must be displayed for at least 3 seconds
 - ◆ LED signs shall not exceed 48 sf² and when combined with a pole or ground mounted signage, total signage shall not exceed 60 sf² in the DMU zones and 200 sf² in the CG zones
 - ◆ LED signs within 100' of any residential zone shall be programmed to operate only between the hours of 6a.m. and 11p.m.
 - ◆ No more than one sign per property
- ◆ **ENCROACHMENT OVER RIGHT-OF-WAY**
 - ◆ Clearances in accordance with the International Building Code
 - ◆ No sign shall be permitted to extend within 5' of the back of curb line

BUSINESS & COMMERCIAL ZONES

- ◆ **SIDEWALK/SANDWICH BOARD SIGNS**
 - ◆ Shall not exceed 6 ft² in the DMU zones and 12 ft² in the CG zones
 - ◆ Must be of the A-Frame design
 - ◆ Constructed of weather resistant material rated for exterior use
 - ◆ Removed during none business hours
 - ◆ Placed so that there is a clear pedestrian passage way of 6' minimum
 - ◆ No more than one sign per 100 lineal feet of right-of-way frontage in the CG zones
 - ◆ No more than one sign per business in the DMU zones
 - ◆ Proof of liability insurance naming the City as additionally insured. \$1 million per occurrence / \$2 million aggregate. Also a hold harmless agreement is required.

PROHIBITED SIGNS

- ◆ Obscene, indecent, or immoral in character
- ◆ Off-premises signs or signs for businesses that are no longer conducted on site
- ◆ Signs that have moving parts
- ◆ Signs that have pendants, ribbons, streamers or similarly moving parts
- ◆ Signs that are erected in such a position that is completely covers another sign already in place
- ◆ Billboards
- ◆ Signs on utility poles, light poles, traffic signals, trees, sidewalks, streets, signs etc.

FOR MORE INFORMATION

http://www.cpwa.us/departments/planning/sign_code.php

NEXT PLANNING COMMISSION WORKSHOP

AUGUST 15—7:00 PM—CITY HALL

City of College Place
AGENDA ITEM

Agenda: # 2

Subject: Small Cell Webinar

Agenda Date: August 15, 2017

Originator: Jon Rickard, Planning Director

<i>EXHIBITS</i>	1. Down to the Wireless – Cityvision Article by AWC Risk Management
<i>SUMMARY STATEMENT</i>	<p>The proliferation of personal wireless devices and data usage have triggered an increased need for small cell technologies to enhance coverage. To help meet this need, the Federal Communications Commission and the telecommunications industry have identified existing utility poles and public right-of-way as a resource for the deployment of small cells. Small cells improve speed and capacity for both telephonic and data transmission, as well as reduce gaps in coverage. Wireless providers, along with other telecommunications entities, are targeting the public right-of-way for their facilities for both 4G and future 5G expansion.</p> <p>This webinar explains the issues local governments will face in the coming years and how to be proactive in an effort to minimize the impact on the community.</p>
<i>RECOMMENDED ACTION</i>	None

DOWN TO THE WIRELESS

PREPARING FOR SMALL CELL COMMUNICATIONS DEPLOYMENTS

WASHINGTON CITIES ARE HISTORICALLY stewards of the public right-of-way. The state Constitution, state statute, and case law acknowledge cities' broad legislative authority to regulate the right-of-way through police power regulations. Cities exercise their authority through franchises, master permits, and right-of-way use agreements that authorize utilities and other business entities to use the right-of-way under contractual obligation and subject to local permitting requirements.

In recent years, the proliferation of personal wireless devices and the explosion of data usage have triggered an ever-increasing need for small cell technologies to enhance coverage. (For example, data usage by AT&T customers has increased by 150,000 percent since 2007.) To help meet this need, the Federal Communications Commission and the telecommunications industry have identified existing utility poles and public right-of-way as a resource for the deployment of small cells. Small cells improve speed and capacity for both telephonic and data transmission, as well as reduce gaps in coverage. Wireless providers, along with other telecommunications entities, are targeting the public right-of-way for their facilities for both 4G and future 5G expansion.

These deployments present challenges for cities, particularly when attempting to accommodate the facilities in sensitive local areas such as undergrounded neighborhoods, historic districts, central business districts, and other special design districts, as well as in shoreline and other critical areas. The development of design standards could address installation on existing utility poles in a variety of neighborhood environments as well as location on and within city light poles.

In 2017, the wireless industry targeted local regulation for preemption in filings before the Federal Communications Commission and orchestrated a concerted national effort in the state legislatures. Legislation on the subject has been pending in Olympia throughout the current legislative session; AWC and city lobbyists have vigorously opposed efforts such as SB5711, which could abridge local taxing authority. While cities appear to have beaten back attempts to preempt all local authority, limitations in addition to those already imposed by Chapter 35.99 RCW and RCW 35.21.860 are in the works. Your city will likely be required to adopt new permitting provisions to expedite small cell deployments. As a practical matter, these changes are required in order to comply with state and federal "shot clocks" (see p. 26) and to make the technology available to your citizens.

These requirements can affect a range of city processes. Many cities regulate the right-of-way through public works right-of-way use permits and franchises, as mentioned previously. In addition, to date most cities have regulated transmission facilities, such as macro towers and other large-scale facilities, through the zoning code, typically through their planning departments. Integrating these often separate processes will be a primary focus of your code review.

Scott Snyder focuses on issues relating to employment and land use. Elana Zana focuses on telecommunications, health care, and health information technology.

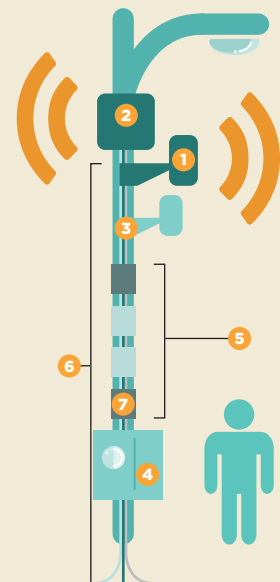
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WHAT IS A SMALL CELL?

A small cell as defined by state statute is not so small and does not include all of the equipment necessary. RCW 80.36.375(2)(d) defines a small cell as having an **antenna (1)** that is no more than three cubic feet in volume and **primary equipment enclosures (2)** that are no larger than 17 cubic feet. The industry touts these as small and unobtrusive, ignoring that the definition does not include the following necessary equipment: **additional antennae (3)**, **electric meters (4)**, **concealment devices (5)**, **telecom demarcation box**, **ground-based power enclosures**, **battery backup power systems**, **grounding equipment**, **power transfer system**, **cabling (6)**, and a **cut-off switch (7)**.



Review of your ordinances will also require coordination of a number of existing permitting structures:

- Small cell deployments and other small-scale micro-cells are exempt from the State Environmental Policy Act (SEPA) if they (a) meet dimensional requirements and (b) are less than 60 feet in height and located in commercial, industrial, manufacturing, forest, or agricultural zones (i.e., not residential zones). *RCW 43.21C.0834.*
- Permits for the use of streets (the right-of-way), parks, and other property are exempt from Land Use Petition Act (LUPA) review. *RCW 36.70C.020(1)(a).*
- Administration of the permit process will be complicated by the need to adhere to strict state and federal time limits known as shot clocks.
- Cities will need to create objective and nondiscriminatory design standards that can accommodate the construction of small cell networks whose own design needs vary by telecommunications carrier.

Shot Clocks

The Federal Communications Commission is charged under federal law with ensuring that local jurisdictions do not enact regulations that prohibit or effectively prohibit the

deployment of small cell technology and access to wireless communication services. As part of the FCC's inquiry and rule-making process, the FCC established federal shot clocks—limitations on the amount of time a city has to approve or deny permits for small cell deployments—including:

- The expansion of existing facilities that are not significant: 60-day approval. This requirement stems from Section 6409(a) of the Spectrum Act and is also referred to as an “eligible facility request.” These requests are deemed approved if not acted upon within the time period.
- Collocation of new facilities on existing towers and base stations: 90 days.
- The issuance of right-of-way use agreements or franchises: Washington has imposed a 120-day shot clock for the right-of-way use agreements/franchise, with 30 days for use permits to install facilities authorized by the franchise in Chapter 35.99 RCW.
- Establishment of new wireless facilities: 150 days.

The wireless industry has requested that both the state and federal government create and modify legislation to streamline the deployment of small cell networks. Savvy cities will track these developments and prepare for the next wave of wireless communication needs. **C**

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