

ADMINISTRATIVE REGULATION 2021- 01
MAYOR JOHN W. SUTHERS

DATE: March 24 2021

TOPIC: Small Cell Facility Administrative Fee

LEGAL AUTHORITY: City Charter §§ 3-10(b) and 15-30
City Code §§ 1.2.314, 3.2.218 and 7.4.601-610

1.0 Purpose and Scope: This Administrative Regulation sets the "Small Cell Facility Fee" assessed for reimbursement of costs related to the application review and permitting of Small Cell Facilities in the City right of way to ensure compliance with Part 6, Article 4 of Chapter 7 of City Code and Small Cell Design Standards.

2.0 Terms Defined: "Small Cell Facility Fee" - The fees charged to recover the costs of the City related to the administration and management of the Small Cell Facility applications and permitting in the City right of way. Small Cell Facility Fee does not include Pole Attachment Fees paid to the City pursuant to master license agreements between the City and various small cell carriers.

3.0 Procedures:


3.1 In General: Pursuant to City Charter § 3-10(b), the Mayor shall perform all executive and administrative functions of the City, including promulgation of administrative regulations. Fees and charges set by the Mayor shall be implemented by administrative regulation as set forth in City Code § 1.2.314. The application and permitting of Small Cell Facilities are an administrative function of the City government. Further, City Code § 3.2.218 delegates authority over the terms, fees, compensation and conditions relating to Small Cell Facilities to the Mayor.

3.2 Establishment of Fees and Charges: The Small Cell Facility Fee shall be set at \$750 per site.

4.0 Miscellaneous


4.1 This Administrative Regulation shall be effective as of March 24, 2021, and shall remain in effect until amended or rescinded.

4.2 This Administrative Regulation shall be filed with the City Attorney and made available for public inspection on the City's website.



John W. Suthers, Mayor

APPROVED AS TO FORM:



Office of the City Attorney