



Planning Commission Agenda

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Planning Commissioners:

Greg James, Chair
Nick Nelson, Vice Chair
Johnny Kirschenmann
Steve Moe
Stacy Salladay
Tim Vohs
Denise Bean

The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. For meetings in the Council Meeting Room, a "Personal PA Receiver" for the hearing impaired is available. To arrange for these services, call 541.726.3710.

Meetings will end prior to 10:00 p.m. unless extended by a vote of the Planning Commission.

All proceedings before the Planning Commission are recorded.

March 4, 2014

**6:00 p.m. CCI Session
Jesse Maine Room**

COMMITTEE FOR CITIZEN INVOLVEMENT

CONVENE AND CALL TO ORDER

ATTENDANCE: Chair James _____, Vice Chair Nelson _____, Kirschenmann ____, Moe____, Salladay____,
Vohs ____ and Bean _____.

CCI SESSION ITEM(S)

1. CHARTER AMENDMENT TO ALLOW FOR COUNCILOR COMPENSATION

**Staff: Niel Laudati, CMO Community Relations
30 Minutes**

ADJOURN CCI SESSION OF THE SPRINGFIELD PLANNING COMMISSION

March 4, 2014

**6:30 p.m. Work Session
Jesse Maine Room**

CONVENE AND CALL TO ORDER THE WORK SESSION OF THE SPRINGFIELD PLANNING COMMISSION

ATTENDANCE: Chair James _____, Vice Chair Nelson _____, Kirschenmann ____, Moe____, Salladay____,
Vohs _____, and Bean _____.

WORK SESSION ITEM(S)

1. ESTABLISH THE WILLAMETTE RIVER GREENWAY SETBACK LINE FOR PROPERTIES IN GLENWOOD-

**Staff: Mark Metzger, Senior Planner
30 Minutes**

2. CELL TOWER APPLICATION – NEW CELLULAR WIRELESS PCD, LLC – TYP314-00002 & TYP214-00001

**Staff: Mark Metzger, Senior Planner
30 Minutes**

ADJOURN WORK SESSION OF THE SPRINGFIELD PLANNING COMMISSION

AGENDA ITEM SUMMARY

Meeting Date: 3/3/2014
Meeting Type: Work Session
Staff Contact/Dept.: Niel Laudati/CMO
Staff Phone No: 541.726.3780
Estimated Time: 30 Minutes
Council Goals: Provide Financially Responsible and Innovative Government Services

**Springfield Committee
for Citizen Involvement**

ITEM TITLE: CHARTER AMENDMENT TO ALLOW FOR COUNCILOR
COMPENSATION

ACTION REQUESTED: Obtain guidance from Committee on moving forward with a Charter Amendment allowing for City Councilor Compensation.

ISSUE STATEMENT: The Springfield Mayor and Council are volunteers. The Springfield Charter states: “No Councilor or Mayor may receive compensation for serving in that capacity. The Council may prescribe a plan for reimbursing Mayor and City Council for expenses they incur in serving the City.” In Springfield; however, reimbursement for mileage, technology fees, etc. is available.

ATTACHMENTS: Attachment 1: Examples of Council Reimbursements from other Oregon Cities.

**DISCUSSION/
FINANCIAL
IMPACT:** The Mayor and City Councilors typically spend 25-35 hours per week attending council meetings, answering constituent emails and reviewing the materials prepared for each week’s Council agenda. They are also asked to attend multiple city-related inter-governmental meetings during the week and events on nights and weekends on behalf of the community. It has become common practice for the Mayor and Councilors to use personal vacation time from their jobs in order to attend events and meetings on behalf of the city. They often pay for a guest to attend night and weekend events when they are asked to attend events as well. Items such as child care are not covered.

Over the past year, a sub-committee of the City Council, assisted by staff from the City Attorney and City Managers Offices met on several occasions to discuss whether, and how, to amend the City Charter to allow for a reasonable monthly compensation. After discussion and reviewing council compensation from across the state, the sub-committee initially recommended a \$300 per month stipend for each councilor and a \$500 per month stipend for the Mayor.

During a February 10, 2014 City Council Work Session, councilors decided to send the issue to the Planning Commission to coordinate the review of this proposal by all other city officials appointed to Springfield’s various boards, committees and commissions. These groups would conduct public meetings allowing interested parties to comment and then forward their recommendation back to the Council.

Amending the Charter requires a vote of the public.

The fiscal impact to the city is approximately \$27,000 per year. Additionally, it is recommended that reimbursement for mileage and other charges that accrue to participation in city business continues as an added expense.

Options for Council Reimbursement

Options and examples	Estimated cost
<p>City of Eugene: Mayor \$1500/Councilors \$1000 may be adjusted annually by a percentage increase or decrease/ stipends are in addition to any reimbursement for actual official expenses incurred. Mayor and councilors may purchase health insurance from the city health insurance plan.</p>	<p>Yearly total cost estimate of stipend: \$90,000</p>
<p>City of Hillsboro: \$300-\$500 per month plus a \$75 technology allowance. Councilors receive \$300 Council President \$500</p>	<p>Yearly total cost \$25,000</p>
<p>City of Tigard: The annual stipend for Council Members, other than the Mayor is \$5,700. The annual stipend for the Mayor is \$43,000. Each receive a car stipend of \$275 per month. Each are eligible for a paid tech fee and are eligible to participate in the City's health insurance benefit plan.</p>	<p>Yearly cost of stipends: \$77,200. Car stipend: \$23,000 Tech and healthcare</p>
<p>City of Bandon: Mayor receives \$200 per month, Councilors \$100 per month to cover expenses.</p>	<p>Yearly cost of stipends: \$10,000</p>
<p>City of St. Helens: Council members receive a \$500 per month stipend.</p>	<p>Yearly cost of stipends: \$42,000</p>
<p>Corvallis – no stipends for council</p>	
<p>City of Wilsonville: Councilors receive \$375 per month Mayor \$750 per month</p>	<p>Yearly cost of stipends: \$63,000</p>
<p>City of Forest Grove: \$100 per month plus 95% of medical, vision and dental.</p>	<p>Yearly cost of stipends: \$8,400</p>

AGENDA ITEM SUMMARY

Meeting Date: 3/4/2014
Meeting Type: Regular Meeting
Staff Contact/Dept.: Mark Metzger/DPW
Staff Phone No: 541-726-3775
Estimated Time: 30 Minutes
Council Goals: Mandate

**SPRINGFIELD
PLANNING COMMISSION**

ITEM TITLE: ESTABLISHMENT OF THE WILLAMETTE RIVER GREENWAY SETBACK LINE FOR PROPERTY IN GLENWOOD

ACTION REQUESTED: No action required. Staff will discuss the City's planning responsibilities under Statewide Planning Goal 15—Willamette River Greenway and the relationship of Greenway protections to other overlapping natural resource policies. The goal is to clarify the differences between the Greenway Boundary, Greenway Setback Line, and other setbacks established under other local, state and federal mandates.

ISSUE STATEMENT: Wildish Land Company has submitted a request to establish the Willamette River Greenway Setback Line for property it owns in Glenwood. The application will come before a joint hearing of the Planning Commission and the Lane County Hearings Official on March 19th. Staff will not discuss the merits of the application, but will instead focus on the context of Greenway planning responsibilities and the overlapping river protections through the Federal Clean Water Act and the Springfield Natural Resources Study which is the City's Goal 5 plan for protecting significant natural resource sites.

ATTACHMENTS: 1. Standards for Establishing the Greenway Setback Line, SDC 3.3-325

DISCUSSION: When adopted in 1976, Statewide Planning Goal 15 required jurisdictions to establish the Willamette River Greenway Boundary "within which special Greenway considerations shall be taken into account." The Greenway Boundary was to include "all lands situated within 150 feet from the ordinary low water line on each side of each channel of the Willamette River and such other lands along the Willamette River as the department and units of local government consider necessary for the development of such greenway" (ORS Chapter 390.318(1)). The Greenway Boundary in the Springfield area follows the 150-foot line mentioned above but also includes publically owned land such as Dorris Ranch, Clearwater Park and Island Park.

Separate from the Greenway Boundary, Goal 15 states that "a setback line will be established to keep structures separated from the river in order to protect, maintain preserve and enhance the natural, scenic, historic and recreational qualities of the Willamette River Greenway..." Goal 15 indicates that the setback line does not apply to "water-related or water-dependent uses."

In 2004, a 75-foot development setback was established along the Willamette River as part of the City's response to the Clean Water Act. In 2005, Springfield's Goal 5 plan for protecting significant natural resources was adopted. That plan also identified a 75-foot development setback for the Willamette River.

The Greenway Boundary, Greenway Setback Line and the development setbacks established under the Clean Water Act and Goal 5 will each be discussed with respect to their application to the pending Wildish application.

Springfield Development Code—Standards for Establishing the Willamette River Greenway Setback Line

3.3-325 Greenway Setback

A Greenway Setback Line is established to protect, maintain, preserve and enhance the natural, scenic, historic and recreational qualities of the Willamette Greenway. Only water-dependent or water-related uses are permitted between the Willamette River and the Greenway Setback Line. The Greenway Overlay District shall substitute temporarily as the Greenway Setback Line for all properties within this Overlay District that do not have an established Setback Line. Establishment of this Setback Line may occur with or without a request for development approval, but any request for development approval on land without an established Setback Line shall be accompanied by an application for establishment of the Greenway Setback Line. The location of the Greenway Setback Line shall be determined consistent with the following standards derived from Section C.3 of the Willamette River Greenway Goal 15:

- A.** Local, regional and State recreational needs shall be provided for consistent with the carrying capacity of the land. The possibility that public recreation use might disturb adjacent property shall be considered and minimized to the greatest extent possible.
- B.** Adequate public access to the river shall be provided.
- C.** Significant fish and wildlife habitats shall be protected.
- D.** Identified scenic qualities and view-points shall be preserved.
- E.** The maintenance of public safety and protection of public and private property, especially from vandalism and trespass shall be provided for, to the maximum extent practicable.
- F.** The natural vegetative fringe along the river shall be enhanced and protected to the maximum extent practicable.
- G.** The location of known aggregate deposits shall be considered. Aggregate extraction may be permitted outside the Greenway Setback Area subject to compliance with State law, the underlying zoning district and conditions of approval designed to minimize adverse effects on water quality, fish and wildlife, vegetation, bank stabilization, stream flow, visual quality, quiet and safety and to guarantee reclamation.
- H.** Developments shall be directed away from the river to the greatest possible degree; provided, however, lands committed to urban uses shall be permitted to continue as urban uses, including port, public, industrial, commercial and residential uses, uses pertaining to navigational requirements, water and land access needs and related facilities.

AGENDA ITEM SUMMARY

Meeting Date: 3/4/2014
Meeting Type: Work Session
Staff Contact/Dept.: Mark Metzger/DPW
Staff Phone No: 541-726-3775
Estimated Time: 30 Minutes
Council Goals: Mandate

**SPRINGFIELD
PLANNING COMMISSION**

ITEM TITLE: CELL TOWER APPLICATION—NEW CINGULAR WIRELESS PCS, LLC
TYP314-00002 & TYP214-00001

ACTION REQUESTED: No action required. New Cingular Wireless PCS, LLC has submitted an application for the construction of a faux pine monopole cell tower at Courtsports in Gateway. Staff will discuss the application of new development code provisions for the siting of wireless telecommunications facilities (cell towers and related equipment) that were adopted in 2013.

ISSUE STATEMENT: The Planning Commission will consider the New Cingular Wireless application at its March 19th meeting. This is the first application for a tower facility under the new standards.

ATTACHMENTS: 1. Approval Criteria for WTS facility Applications

DISCUSSION: The tower facility is proposed for the southwest corner of the Courtsports complex at 2728 Pheasant Blvd. in the Gateway area. The facility is a faux pine monopole design that is classified a “Moderate Visibility” facility requiring Planning Commission review. The location is zoned Community Commercial. The surrounding properties are zoned for commercial and multi-family development. Moderate Visibility WTS facilities are permitted in the Community Commercial zone.

In February 2013, the Planning Commission conducted a public hearing concerning the amendments to Section 4.3-145 and voted unanimously to recommend that Council approve the new WTS policies. Council adopted the amendments the following April.

Among the changes contained in the amendments was the requirement that all tower facilities be reviewed by the Planning Commission (or the Hearings Official for applications outside of the city limits), regardless of the zoning district where they are proposed. Prior to the amendments, towers proposed for industrial districts or for locations zoned “Public Land and Open Space,” were reviewed by staff without public notice.

Under the amended rules, there are minimum setbacks for towers from public streets and in some cases, applicants may be required to pay for peer review of tower proposals to verify that gaps in service cannot be met through collocation or the use of less visually impactful technology.

The amended standards require staff notification of the City Council when tower applications are received. The amendments the Council elevate applications for their direct review if they vote to do so. Council was notified of the application and as of this writing, they have not acted to elevate the New Cingular application for their review.

Staff will review the applicable approval criteria for WTS facilities with the Commission in preparation for their review of the New Cingular application.

Approval Criteria for WTS Facility Applications SDC 4.3-145 G, H, I

I. Approval Criteria.

1. Low Visibility and Stealth WTS Facility Applications. The Director shall approve the low visibility and stealth WTS facility applications upon a determination that the applicable standards specified in Subsection F. and the submittal requirements specified in Subsection G. are met.

2. Moderate and High Visibility WTS Facility Applications. **The Approval Authority shall approve moderate visibility and high visibility WTS facility applications upon a determination that the applicable standards specified in Subsection F. and the submittal requirements specified in Subsection G. are met.** Through the Discretionary Use review, the Approval Authority shall also determine if there are any impacts of the proposed WTS facility on adjacent properties and on the public that can be mitigated through application of other Springfield Development Code standards or conditions of approval as specified in Subsection J.

F. General Standards. The Federal Telecommunications Act of 1996 establishes limitations on the siting standards that local governments can place on WTS facilities. Section 704 of the Act states that local siting standards shall not:

- 1) “unreasonably discriminate among providers of functionally equivalent services”
- 2) “prohibit or have the effect of prohibiting the provision of personal wireless services.”

All applications for WTS facilities are subject to the standards in this Section to the extent that they do not violate Federal limitations on local siting standards. Where application of the standards found in this Section constitutes a violation, the least intrusive alternative for providing coverage shall be allowed as an exception to the standards.

1. Design for Co-Location. All new towers shall be designed to structurally accommodate the maximum number of additional users technically practicable.

2. Demonstrated Need for New WTS Facilities. Applications shall demonstrate that the proposed WTS facility is necessary to close a significant gap in service coverage or capacity for the carrier and is the least intrusive means to close the significant gap.

3. Lack of Coverage and Lack of Capacity. The application shall demonstrate that the gap in service cannot be closed by upgrading other existing facilities. In doing so, evidence shall clearly support a conclusion that the gap results from a lack of coverage and not a lack of capacity to achieve adequate service. If the proposed WTS facility is to improve capacity, evidence shall further justify why other methods for improving service capacity are not reasonable, available or effective.

4. Identify the Least Intrusive Alternative for Providing Coverage. The application shall demonstrate a good faith effort to identify and evaluate less intrusive alternatives, including, but not limited to, less sensitive sites, alternative design systems, alternative tower designs, the use of repeaters, or multiple facilities. Subsection F.5. defines the type of WTS facilities that are allowed in each zoning district.

5. Location of WTS Facilities by Type. Subsection E. defines various types of WTS facilities by their visual impact. These are: high visibility, moderate visibility, low visibility and stealth facilities. Table 4.3-1 lists the type of WTS facilities allowed in each of Springfield’s zoning districts.

Table 4.3-1

Zoning Districts	Types Allowed
Special Heavy Industrial Heavy Industrial Light-Medium Industrial Quarry Mining Operations	High visibility Moderate visibility Low visibility Stealth
Community Commercial Campus Industrial Booth Kelly Mixed Use Major Retail Commercial Mixed Use Employment Mixed Use Commercial Medical Service	Low visibility Moderate visibility Stealth
Neighborhood Commercial General Office Low Density Residential Medium Density Residential High Density Residential Mixed Use Residential Public Land and Open Space	Low visibility Stealth

6. Maximum Number of High Visibility WTS Facilities. No more than 1 high visibility facility is allowed on any 1 lot/parcel.

EXCEPTION: The Approval Authority may approve exceeding the maximum number of high visibility facilities per lot/parcel if one of the following findings is made:

- a. Co-location of additional high visibility facilities is consistent with neighborhood character;
- b. The provider has shown that denial of an application for additional high visibility WTS facilities would have the effect of prohibiting service because the proposed facility would fill a significant gap in coverage and no alternative locations are available and technologically feasible; or

c. The provider has shown that denial of an application for additional high visibility WTS facilities would unreasonably discriminate among providers of functionally equivalent services.

7. Separation between Towers. No new WTS tower may be installed closer than 2,000 feet from any existing or proposed tower unless supporting findings can be made under Subsections F.2., 3. and 4. by the Approval Authority.

8. WTS Facilities Adjacent to Residentially Zoned Property. In order to ensure public safety, all towers located on or adjacent to any residential zoning district shall be set back from all residential property lines by a distance at least equal to the height of the facility, including any antennas or other appurtenances. The setback shall be measured from that part of the WTS tower that is closest to the neighboring residentially zoned property.

9. Historic Buildings and Structures. No WTS facility shall be allowed on any building or structure, or in any district, that is listed on any Federal, State or local historic register unless a finding is made by the Approval Authority that the proposed facility will have no adverse effect on the appearance of the building, structure, or district. No change in architecture and no high or moderate visibility WTS facilities are permitted on any building or any site within a historic district. Proposed WTS facilities in the Historic Overlay District are also subject to the applicable provisions of Section 3.3-900.

10. Equipment Location. The following location standards shall apply to WTS facilities:

a. No WTS facility shall be located in a front, rear, or side yard building setback in any base zone and no portion of any antenna array shall extend beyond the property lines;

b. Where there is no building, the WTS facility shall be located at least 30 feet from a property line abutting a street;

c. For guyed WTS towers, all guy anchors shall be located at least 50 feet from all property lines.

11. Tower Height. Towers may exceed the height limits otherwise provided for in this Code. However, all towers greater than the height limit of the base zone shall require Discretionary Use approval through a Type III review process, subject to the approval criteria specified in Subsection I.

12. Accessory Building Size. All accessory buildings and structures built to contain equipment accessory to a WTS facility shall not exceed 12 feet in height unless a greater height is necessary and required by a condition of approval to maximize architectural integration. Each accessory building or structure located on any residential or public land and open space zoned property is limited to 200 square feet, unless approved through the Discretionary Use process.

13. Visual Impact. All WTS facilities shall be designed to minimize the visual impact to the greatest extent practicable by means of placement, screening, landscaping, and camouflage. All facilities shall also be designed to be compatible with existing architectural elements, building materials, and other site characteristics. The applicant shall use the least visible antennas reasonably available to accomplish the coverage objectives. All high visibility and moderate visibility facilities shall be sited in a manner to cause the least detriment to the viewshed of abutting properties, neighboring properties, and distant properties.

14. Minimize Visibility. Colors and materials for WTS facilities shall be nonreflective and chosen to minimize visibility. Facilities, including support equipment and buildings, shall be painted or textured using colors to match or blend with the primary background, unless required by any other applicable law.

15. Camouflaged Facilities. All camouflaged WTS facilities shall be designed to visually and operationally blend into the surrounding area in a manner consistent with existing development on adjacent properties. The facility shall also be appropriate for the specific site. In other words, it shall not “stand out” from its surrounding environment.

16. Façade-Mounted Antenna. Façade-mounted antennas shall be architecturally integrated into the building design and otherwise made as unobtrusive as possible. If possible, antennas shall be located entirely within an existing or newly created architectural feature so as to be completely screened from view. Façade-mounted antennas shall not extend more than 2 feet out from the building face.

17. Roof-Mounted Antenna. Roof-mounted antennas shall be constructed at the minimum height possible to serve the operator’s service area and shall be set back as far from the building edge as possible or otherwise screened to minimize visibility from the public right-of-way and adjacent properties.

18. Compliance with Photo Simulations. As a condition of approval and prior to final staff inspection of the WTS facility, the applicant shall submit evidence, e.g., photos, sufficient to prove that the facility is in substantial conformance with photo simulations provided with the initial application. Nonconformance shall require any necessary modification to achieve compliance within 90 days of notifying the applicant.

19. Noise. Noise from any equipment supporting the WTS facility shall comply with the regulations specified in OAR 340-035-0035.

20. Signage. No signs, striping, graphics, or other attention-getting devices are permitted on any WTS facility except for warning and safety signage that shall:

- a. Have a surface area of no more than 3 square feet;
- b. Be affixed to a fence or equipment cabinet; and

c. Be limited to no more than 2 signs, unless more are required by any other applicable law.

21. Traffic Obstruction. Maintenance vehicles servicing WTS facilities located in the public or private right-of-way shall not park on the traveled way or in a manner that obstructs traffic.

22. Parking. No net loss in required on-site parking spaces shall occur as a result of the installation of any WTS facility.

23. Sidewalks and Pathways. Cabinets and other equipment shall not impair pedestrian use of sidewalks or other pedestrian paths or bikeways on public or private land.

24. Lighting. WTS facilities shall not include any beacon lights or strobe lights, unless required by the Federal Aviation Administration (FAA) or other applicable authority. If beacon lights or strobe lights are required, the Approval Authority shall review any available alternatives and approve the design with the least visual impact. All other site lighting for security and maintenance purposes shall be shielded and directed downward, and shall comply with the outdoor lighting standards in Section 4.5-100, unless required by any other applicable law.

25. Landscaping. For WTS facilities with towers that exceed the height limitations of the base zone, at least 1 row of evergreen trees or shrubs, not less than 4 feet high at the time of planting, and spaced out not more than 15 feet apart, shall be provided in the landscape setback. Shrubs shall be of a variety that can be expected to grow to form a continuous hedge at least 5 feet in height within 2 years of planting. Trees and shrubs in the vicinity of guy wires shall be of a kind that would not exceed 20 feet in height or would not affect the stability of the guys. In all other cases, the landscaping, screening and fence standards specified in Section 4.4-100 shall apply.

26. Prohibited WTS Facilities.

a. Any high or moderate visibility WTS facility in the Historic Overlay District.

b. Any WTS facility in the public right-of-way that severely limits access to abutting property, which limits public access or use of the sidewalk, or which constitutes a vision clearance violation.

c. Any detached WTS facility taller than 150 feet above finished grade at the base of the tower.

27. Speculation. No application shall be accepted or approved for a speculation WTS tower, i.e., from an applicant that simply constructs towers and leases tower space to service carriers, but is not a service carrier, unless the applicant submits a binding written commitment or executed lease from a service carrier to utilize or lease space on the tower.

G. Application Submittal Requirements. All applications for a WTS facility shall provide the following reports, documents or documentation:

1. Submittal Requirements for Low Visibility and Stealth Facilities (Type I review). All applications for low visibility and stealth WTS facilities shall submit the following reports and documentation:

a. Narrative. The application shall include a written narrative that describes in detail all of the equipment and components proposed to be part of the WTS facility, including, but not limited to, towers, antennas and arrays, equipment cabinets, back-up generators, air conditioning units, lighting, landscaping and fencing.

b. Geographic Service Area. The applicant shall identify the geographic service area for the proposed WTS facility, including a map showing all of the applicant's and any other existing sites in the local service network associated with the gap the facility is meant to close. The applicant shall describe how this service area fits into and is necessary for the service provider's service network.

The service area map for the proposed WTS facility shall include the following:

- i.** The area of significant gap in the existing coverage area;
- ii.** The service area to be effected by the proposed WTS facility;
- iii.** The locations of existing WTS tower facilities where co-location is possible within a 5-mile radius of the proposed WTS facility.

c. Co-Location. An engineer's analysis/report of the recommended site location area is required for the proposed WTS facility. If an existing structure approved for co-location is within the area recommended by the engineer's report, reasons for not collocating shall be provided demonstrating at least one of the following deficiencies:

- i.** The structure is not of sufficient height to meet engineering requirements;
- ii.** The structure is not of sufficient structural strength to accommodate the WTS facility, or there is a lack of space on all suitable existing towers to locate proposed antennas;
- iii.** Electromagnetic interference for one or both WTS facilities will result from co-location; or
- iv.** The radio frequency coverage objective cannot be adequately met.

d. Plot Plan. A plot plan showing: the lease area, antenna structure, height above grade and setback from property lines, equipment shelters and setback from property lines, access, the connection point with the land line system, and all landscape areas intended to screen the WTS facility.

e. RF Emissions. An engineer's statement that the RF emissions at grade, or at nearest habitable space when attached to an existing structure, complies with FCC rules for these emissions; the cumulative RF emissions if co-located. Provide the RF range in megahertz and the wattage output of the equipment.

f. Description of Service. A description of the type of service offered including, but not limited to: voice, data, video and the consumer receiving equipment.

g. Provider Information. Identification of the provider and backhaul provider, if different.

h. Zoning and Comprehensive Plan Designation. Provide the zoning and applicable comprehensive plan (e.g., Metro Plan, 2030 Springfield Refinement Plan) designation of the proposed site and the surrounding properties within 500 feet.

i. FCC, FAA or Other Required Licenses and Determinations. Provide a copy of all pertinent submittals to the FCC, FAA or other State or Federal agencies including environmental assessments and impact statements, and data, assumptions, calculations, and measurements relating to RF emissions safety standards.

2. Submittal Requirements for Moderate and High Visibility Facilities (Type III Review). Applications for moderate and high visibility WTS facilities shall require all of the required materials for low visibility and stealth WTS facilities specified in Subsection G.1. In addition to the applicable Site Plan and Discretionary Use application requirements, WTS applications shall require the applicant to address the following:

a. Height. Provide an engineer's diagram showing the height of the WTS facility and all of its visible components, including the number and types of antennas that can be accommodated. Carriers shall provide evidence that establishes that the proposed WTS facilities are designed to the minimum height required from a technological standpoint to meet the carrier's coverage objectives. If the WTS facility tower height will exceed the height restrictions of the applicable base zone, the narrative shall include a discussion of the physical constraints, e.g., topographical features, making the additional height necessary. The narrative shall include consideration of the possibility for design alternatives, including the use of multiple sites or microcell technology that would avoid the need for the additional height for the proposed WTS facility.

- b.** Construction. Describe the anticipated construction techniques and timeframe for construction or installation of the WTS facility to include all temporary staging and the type of vehicles and equipment to be used.
- c.** Maintenance. Describe the anticipated maintenance and monitoring program for the antennas, back-up equipment, and landscaping.
- d.** Noise/Acoustical Information. Provide the manufacturer's specifications for all noise-generating equipment including, but not limited to, air conditioning units and back-up generators, and a depiction of the equipment location in relation to abutting properties.
- e.** Landscaping and Screening. Discuss how the proposed landscaping and screening materials will screen the site at maturity.
- f.** Co-Location. In addition to the co-location requirements specified in Subsection G.1.c., the applicant shall submit a statement from an Oregon registered engineer certifying that the proposed WTS facility and tower, as designed and built, will accommodate co-locations, and that the facility complies with the non-ionizing electromagnetic radiation emission standards as specified by the FCC. The applicant shall also submit:
 - i.** A letter stating the applicant's willingness to allow other carriers to co-locate on the proposed facilities wherever technically and economically feasible and aesthetically desirable;
 - ii.** A copy of the original Site Plan for the approved existing WTS facility updated to reflect current and proposed conditions on the site; and
 - iii.** A depiction of the existing WTS facility showing the proposed placement of the co-located antenna and associated equipment. The depiction shall note the height, color and physical arrangement of the antenna and equipment.
- g.** Lease. If the site is to be leased, a copy of the proposed or existing lease agreement authorizing development and operation of the proposed WTS facility.
- h.** Legal Access. The applicant shall provide copies of existing or proposed easements, access permits and/or grants of right-of-way necessary to provide lawful access to and from the site to a City street or a State highway.
- i.** Lighting and Marking. Any proposed lighting and marking of the WTS facility, including any required by the FAA.
- j.** Utilities. Utility and service lines for proposed WTS facilities shall be placed underground.

k. Alternative Site Analysis. The applicant shall include an analysis of alternative sites and technological design options for the WTS facility within and outside of the City that are capable of meeting the same service objectives as the proposed site with an equivalent or lesser visual or aesthetic impact. If a new tower is proposed, the applicant shall demonstrate the need for a new tower, and why alternative locations and design alternatives, or alternative technologies including, but not limited to microcells and signal repeaters, cannot be used to meet the identified service objectives.

l. Visual Impact Study and Photo Simulations. The applicant shall provide a visual impact analysis showing the maximum silhouette, viewshed analysis, color and finish palette, and screening for all components of the proposed WTS facility. The analysis shall include photo simulations and other information necessary to determine visual impact of the facility as seen from multiple directions. The applicant shall include a map showing where the photos were taken.

3. Independent Consultation Report.

a. Review and approval of WTS facilities depends on highly specialized scientific and engineering expertise not ordinarily available to Springfield staff or to residents who may be adversely impacted by the proposed development of these facilities. Therefore, in order to allow the Approval Authority to make an informed decision on a proposed WTS facility, the Director may require the applicant to fund an independent consultation report for all new moderate and high visibility facilities. The consultation shall be performed by a qualified professional with expertise pertinent to the scope of the service requested.

b. The scope of the independent consultation shall focus on the applicant's alternatives analysis. The consultant will evaluate conclusions of applicant's analysis to determine if there are alternative locations or technologies that were not considered or which could be employed to reduce the service gap but with less visual or aesthetic impact. There may be circumstances where this scope may vary but the overall objective shall be to verify that the applicant's proposal is safe and is the least impactful alternative for closing the service gap.

c. The applicant shall be informed of the Director's decision about the need for an independent consultation at the time of the Pre-Submittal Meeting that is required under Section 5.1-120C. It is anticipated that the independent consultation will be required when the applicant proposes to locate a moderate or high visibility WTS facility in a residential zoning district or within 500 feet of a residential zoning district. Other instances where a proposed WTS facility may have a visual or aesthetic impact on sensitive neighborhoods could also prompt the Director to require an independent consultation.