

City of St. Paul Department of Public Works
Small Cell Wireless Facility Aesthetic & Construction
Requirements Policy
April 8th, 2019

Any company wishing to place small cell antennae within the right of way of the City of Saint Paul must first enter in to a Master License Agreement (MLA) with the City. Only after said MLA is fully executed may small cell equipment be placed in the City's right of way. Each individual installation must also be approved by means of a Supplemental License Agreement (SLA). The SLA will contain the specific details and requirements for each site in addition to this policy statement. An SLA is required whether the small cell equipment is to be placed on City owned infrastructure or a company owned pole within the right of way of the City.

The installation or attachment of an antenna or other wireless communications equipment utilizing small cell technology to street light and/or traffic signal poles in the City of Saint Paul shall be subject to the criteria set forth below. In some cases, the existing pole may require replacement with a new pole that can accommodate the small cell equipment. Replacement poles shall be of the same design and configuration as the original. Whether the existing pole or a new pole are to be utilized, detailed engineering calculations shall be submitted by a Licensed Professional Engineer showing that the pole can accommodate the additional loads.

Co-Location Pole Criteria:

Only one installation per pole is permitted.

The wireless equipment shall not extend more than five (5) feet above the streetlight luminaire or mast arm.

The mounting height of the luminaire on the streetlight pole shall not exceed 35 feet.

The color and surface treatment of the replacement pole shall match the surrounding area poles.

No company signs or logos are permitted to be placed on a City pole, including replacement poles. Logos or identifying marks on the small cell equipment itself shall not be visible from the street/sidewalk.

All pole attached wireless equipment must be a minimum of ten (10) feet above sidewalk elevation.

All pole mounted equipment shall match the color of the pole.

All cables or wires for the attached wireless equipment shall be located inside the pole except where such cables or wires attach to the ports in the antenna.

When wireless equipment is attached to a streetlight and/or traffic signal pole, the primary purpose of the pole shall remain as a streetlight and/or traffic signal light.

Small Cell equipment may not be placed on historic and/or decorative lanterns or poles.

If a company's Master License Agreement with the City permits the installation of stand-alone poles, for the purpose of supporting small cell equipment, the requirements are as follows:

Stand-alone Pole Criteria:

Detailed engineering calculations shall be submitted by a Licensed Professional Engineer showing that the pole can accommodate the equipment loads.

Only one installation per pole is permitted.

The antenna enclosures shall either be mounted to the top of the wireless support structure pole and aligned with the centerline of the pole, or mounted to the side of the pole such that the vertical centerline of the antenna enclosure shall be parallel with the support pole.

Tree "topping" or the pruning of trees is prohibited. Any proposed pruning or removal of trees, shrubs, or other landscaping already existing in the right of way must be noted in the application and approved by the City.

The mounting height of the antenna on the pole shall not exceed 35 feet.

The type, color and surface treatment of the pole shall match the surrounding area street light poles.

The permittee shall post its name, location identifying information, and emergency telephone number on the base of the pole. The signage required shall not exceed 4 inches by 6 inches unless otherwise required by law (e.g. radio frequency (RF) ground notification signs).


All pole attached wireless equipment must be a minimum of ten (10) feet above sidewalk elevation.

All pole mounted equipment shall match the color of the pole.

All cables or wires for the attached wireless equipment shall be located inside the pole except where such cables or wires attach to the ports in the antenna.

Poles may not be placed in designated Historic Preservation Districts without approval from the Historic Preservation Commission.

Poles may not be placed within the Capitol Area without approval of the Capitol Area Architectural and Planning Board.

Approved: 
Right of Way Manager

4/8/19
Date

Public Works Right of Way Management Division
Traffic Operations Building
899 North Dale Street
St. Paul, MN 55103