

VILLAGE OF MINOA
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BOARD OF TRUSTEES

June 3, 2019

PRESENT: Mayor William F. Brazill
Trustee John M. Abbott
Trustee John H. Champagne
Trustee Eric S. Christensen
Trustee Gregory A. Rinaldi
Clerk Treasurer Lisa L. DeVona
Attorney Courtney M. Hills, Esq.

ALSO PRESENT: Miles Bell, Robyn Reed, Jeremiah Butchko, Patti Walker, Ashley Walker, Victoria Hamilton, Peter & Marjorie Toomes, JoAnn Perkin, Devin Harrigan, Paul Harrigan, Charles Spratt, Fire Chief Matt McGarrity, James Spendle, Mike Macko

Mayor Brazill opened the village board meeting at 6:30 pm and led those present with the Pledge of Allegiance.

PUBLIC HEARING ***LOCAL LAW #1 FOR 2019 SMALL CELL WIRELESS DEPLOYMENT REQUIREMENTS***

Trustee Christensen made a motion, seconded by Trustee Champagne to waive the reading of legal notice and open public hearing. All in favor; motion carried

Mayor Brazill opened the public hearing at 6:31pm.

Attorney Hills reviewed the local law for those attending and stated the following law is consistent with the Town of Manlius regulations, procedures and fees for small cell devices:

A local law enacting a new Chapter 130 entitled “Small Cell Wireless Deployment Requirements” of the Village Code.

Section 1. PURPOSE AND INTENT

This local law enacts Chapter 130 entitled “Small Cell Wireless Deployment Requirements” of the Village Code to provide regulations for the deployment of 5G in the Village in conformance with the rules and interpretations set forth in the Federal Communication Commission Order (“FCC 18-133” or the “Order”) issued on or about September 26, 2018 to encourage the deployment of small cell wireless communications facilities (“5G”).

Section 2. A new Chapter 130 of the Code of the Village of Minoa is hereby enacted as follows:

CHAPTER 130

SMALL CELL WIRELESS DEPLOYMENT REQUIREMENTS

Article I. Title; Purpose; Definitions

Section 130-1. Title.

This Chapter 130 shall be known as the “Small Cell Wireless Deployment Requirements Local Law” of the Village of Minoa.

Section 130-2 Purpose.

The purpose of this Chapter is to regulate the placement of wireless Communication Facilities in the Village. The standards set forth herein are created to provide objective, technically feasible criteria applied in a non-discriminatory manner that reasonably match the aesthetics and character of the immediate area regarding all of the following, which the Village shall consider in reviewing an Application:

- a. The location of the ground-mounted Communication Facilities;
- b. The location of a Wireless Facility on a Pole or other device;
- c. The appearance and concealment of Communication Facilities, including those relating to materials used for arranging, screening and landscaping;
- d. The design and appearance of a wireless Support Structure including any height requirements adopted in accordance with this Chapter.

This Chapter applies to Public ROW but does not restrict the Village’s right to regulate

Communication Facilities on non-Village owned property or outside of the Public ROW under the same terms and conditions set forth herein.

Section 130-3 Definitions.

In this Chapter:

a. "Administrative Review" means ministerial review of an Application by the Village relating to the review and issuance of a Permit, including review by the Director of Planning and Development or Director of Codes Enforcement to determine whether the issuance of a Permit is in conformity with the applicable provisions of this Chapter.

b. "Antenna" means communications equipment that transmits and/or receives electromagnetic radio frequency signals used in the provision of Wireless Services. This definition does not apply to broadcast antennas, antennas designed for amateur radio use, or satellite dishes for residential or household purposes.

c. "Applicable Codes" means uniform building, fire, safety, electrical, plumbing, or mechanical codes adopted, or incorporated, by the Village.

d. "Applicant" means any Person who submits an Application under this Chapter.

e. "Application" means a written request, on a form provided by the Village, for a Permit.

f. "Authority" or "Village" means the Village of Minoa or any agency, subdivision or any instrumentality thereof.

g. "Collocate" means to install or mount a Small Wireless Facility in the Public ROW on an existing Support Structure, an existing Tower, or on an existing Pole to which a Small Wireless Facility is attached at the time of the Application. "Collocation" has a corresponding meaning.

h. "Communications Facility" means, collectively, the equipment at a fixed location or locations within the Public ROW or on private property that enables Communications Services, including: (i) radio transceivers, Antennas, coaxial, fiber-optic or other cabling, power supply (including backup battery), and comparable equipment, regardless of technological configuration; and (ii) all other equipment associated with any of the foregoing. A Communications Facility does not include the Pole, Tower or Support Structure to which the equipment is attached.

i. "Communications Service" means cable service, as defined in 47 U.S.C. § 522(6); information service or broadband, as defined in 47 U.S.C. § 153(24); or telecommunications service, as defined in 47 U.S.C. § 153(53).

j. "Communications Service Provider" means a provider of Communications Services and includes a cable operator, as defined in 47 U.S.C. § 522(5).

k. "Decorative Pole" means a Pole that is specially designed and placed for aesthetic purposes.

l. "Discretionary Review" means review of an Application by the Village Planning Board relating to the review and issuance of a Permit that is other than an Administrative Review.

m. "Eligible Facilities Request" means an eligible facility request as set forth in 47 C.F.R. Section 1.40001(b)(3), as that section may be amended from time to time.

n. "FCC" means the Federal Communications Commission of the United States.

o. "Laws" means, collectively, any and all Federal, State, or local law, statute, common law, code, rule, regulation, order, or ordinance.

p. "Ordinary Maintenance and Repair" means inspections, testing and/or repair of existing Communication Facilities that maintain functional capacity, aesthetic and structural integrity of a Communications Facility and/or the associated Support Structure, Pole or Tower, that does not require blocking, damaging or disturbing any portion of the Public ROW.

q. "Permit" means a written authorization (in electronic or hard copy format) to install, at a specified location(s) in the Public ROW or at a specific location on private property, a Communications Facility, Tower or a Pole to support a Communications Facility.

r. "Permittee" means an Applicant that has received a Permit under this Chapter.

s. "Person" means an individual, corporation, limited liability company, partnership, association, trust, or other entity or organization, including a governmental entity.

t. "Pole" means a legally constructed pole, such as a utility, lighting, traffic, or similar pole made of wood, concrete, metal or other material, located or to be located within the Public Right of Way. A Pole does not include a Tower or Support Structure.

u. "Provider" means a Communications Service Provider or a Wireless Services Provider and includes any Person that owns and/or operates within the Public ROW any Communications Facilities, Wireless Facilities, Poles built for the sole or primary

purpose of supporting Communications Facilities, or Towers.

v. "Public Right of Way" or "Public ROW" means the area on, below, or above property that has been designated for use as or is used for a public roadway, highway, street, sidewalk, alley or similar purpose, and for purposes of this Chapter shall include Public Utility Easements, but only to the extent the Village has to permit use of the area or Public Utility Easement for Communications Facilities or Poles, Towers and Support Structures that support Communications Facilities. The term does not include a federal interstate highway or other areas that are not within the legal jurisdiction, ownership or control of the Village.

w. "Public Utility Easement" means, unless otherwise specified or restricted by the terms of the easement, the area on, below, or above a property in which the property owner has dedicated an easement for use by utilities. Public Utility Easement does not include an easement dedicated solely for Village's use, or where the proposed use by the Provider is inconsistent with the terms of any easement granted to the Village.

x. "Replace" or "Replacement" means, in connection with an existing Pole, Support Structure or Tower, to replace (or the replacement of) same with a new structure, substantially similar in design, size and scale to the existing structure and in conformance with this Chapter and any other applicable Village [charter/code regulations], in order to address limitations of the existing structure to structurally support Collocation of a Communications Facility.

y. "Small Wireless Facility" means a Wireless Facility that meets both of the following qualifications:

(i) each Antenna could fit within an enclosure of no more than six (6) cubic feet in volume; and

(ii) all other wireless equipment associated with the Antenna, including the Provider's preexisting equipment, is cumulatively no more than twenty-eight (28) cubic feet in volume

z. "State" means the State of New York.

aa. "Support Structure" means a structure in the Public ROW other than a Pole or a Tower to which a Wireless Facility is attached at the time of the Application.

bb. "Tower" means any structure in the Public ROW built for the sole or primary purpose of supporting a Wireless Facility. A Tower does not include a Pole or a Support Structure.

cc. "Wireless Facility" means the equipment at a fixed location or locations in the Public ROW that enables Wireless Services. The term does not include: (i) the Support Structure, Tower or Pole on, under, or within which the equipment is located or Collocated; or (ii) coaxial, fiber-optic or other cabling that is between Communications Facilities or Poles or that is otherwise not immediately adjacent to or directly associated with a particular Antenna. A Small Wireless Facility is one type of a Wireless Facility.

dd. "Wireless Services" means any wireless services using licensed or unlicensed spectrum, whether at a fixed location or mobile, provided to the public.

ee. "Wireless Services Provider" means a Person who provides Wireless Services. Article

ARTICLE II – GOVERNANCE OF DEPLOYMENT IN ROW

Section 130-4 Access to Public ROW:

A. Agreement. Prior to installing any Communications Facility in a Public ROW, or any Pole built for the sole or primary purpose of supporting a Communications Facility, or any Tower, a Person shall enter into a Right of Way Agreement ("ROW Agreement") with the Village expressly authorizing use of the Public Right of Way for the Communications Facility, Pole or Tower proposed to be installed.

(1) General Terms. The Right of Way Agreement shall include:

(a) the term of the ROW Agreement shall be annual, which shall renew automatically unless terminated by the Village upon ninety (90) days' written notice.

(b) The ROW Agreement authorizes the Provider's non-exclusive use of the Public ROW for the sole purpose of installing, maintaining and operating Communications Facilities, including any Pole built for the sole or primary purpose of supporting the Communications Facilities and any Tower, to provide the services expressly authorized in the ROW Agreement, subject to applicable Laws, this Chapter and the terms and conditions of the ROW Agreement. The ROW Agreement authorizes use only of the Public ROW in which the Village has an actual interest. It is not a warranty of title or interest in any Public ROW and it does not confer on the Provider any interest in any particular location within the Public ROW. No other right is granted except as expressly set forth in the

ROW Agreement. Nothing herein shall authorize the use of the Village's Poles, Towers, Support Structures, or other structures in the Public ROW. All use of Village Poles, Towers, Support Structures, and other structures in the Public ROW shall require a separate agreement (Attachment Agreement), and the payment of separate fees for such use.

(c) The Provider shall, at its sole cost and expense, keep and maintain its Communications Facilities, Poles, Support Structures and Towers in the Public ROW in a safe condition, and in good order and repair.

(d) The Provider shall keep and maintain liability insurance in the amount of \$1,000,000 for each incident and an umbrella policy in the amount of \$5,000,000 for each Communication Facility in a Public ROW. The Village shall be named an additional insured on each policy.

(e) The ROW Agreement shall include the name and contact information for the Provider to be called in cases of emergencies.

(f) Licensees using space in ducts, conduits and on Poles must comply with the terms of this ROW Agreement, unless expressly exempted by the Village.

(g) The Village shall have the right to access books and records, including audit rights, of the Provider to determine that all applicable fees and payments have been made to the Village.

(h) The Provider shall provide proof to the Village that it has a license or authority from the owner to use an existing Pole, Tower or Support Structure in the ROW for a Communications Facility.

(i) The terms and conditions set forth herein are not exclusive and the Village reserves the right to require additional terms and conditions to the ROW Agreement.

(2) Public ROW Construction and Installation Requirements:

(a) ROW Permit.

(i). Unless expressly authorized in this Chapter or in writing by the Village, no Person may construct, maintain or perform any other work in the Public ROW related to Communications Facilities, Poles built for the sole or primary purpose of supporting Communications Facilities, or Towers without first receiving a Permit to the extent required under this Chapter, and any other permit or authorization required by applicable Laws.

(ii). The Village shall not issue a Permit unless the Applicant, or a Provider on whose behalf the Applicant is constructing Communications Facilities, Poles or Towers, has executed a ROW Agreement required by this Chapter, or otherwise has a current and valid franchise with the Village expressly authorizing use of the Public ROW for the Communications Facilities, Poles or Towers proposed in the Application, and all applicable fees have been paid.

(b) Location of New Facilities.

(i). The Provider shall not locate or maintain its Communications Facilities, Poles and Towers so as to unreasonably interfere with the use of the Public ROW by the Village, by the general public or by other persons authorized to use or be present in or upon the Public ROW.

(ii). Aboveground placement of new poles and equipment cabinets shall meet the requirement set forth in Section 130-6D of this Chapter;

(iii). Unless otherwise agreed to in writing by the Village or otherwise required by applicable Laws, whenever any existing electric utilities or Communications Facilities are located underground within a Public ROW, the Provider with permission to occupy the same portion of the Public ROW shall locate its Communications Facilities underground at its own expense. The Village may, in its sole discretion, approve aboveground placement of equipment cabinets, pedestals and similar equipment, pursuant to Section 130-6D of this Chapter. For facilities or equipment such as Wireless Facilities that cannot, by their nature, operate unless located above-ground, the Provider and Village shall work to find a suitable location for such

facilities or equipment, which may be outside the Public ROW.
(c) Construction Standards. In performing any work in or affecting the Public ROW, the Provider, and any agent or contractor of the Provider, shall comply with the provisions of Section 130-8 of this Chapter and all other applicable Laws.

(d) Restoration Requirements.

(i). The Provider, or its agent or contractor, shall restore, repair and/or replace any portion of the Public ROW that is damaged or disturbed by the Provider's Communications Facilities, Poles, Towers or work in or adjacent to the Public ROW as required in Section 130-8 of this Chapter and all other applicable Laws.

(ii). If the Provider fails to timely restore, repair or replace the Public ROW as required in this subsection, the Village or its contractor may do so and the Provider shall pay the Village's costs and expenses in completing the restoration, repair or replacement.

(e) Removal, Relocation and Abandonment.

(i). Within sixty (60) days following written notice from the Village, the Provider shall, at its own expense, protect, support, temporarily or permanently disconnect, remove, relocate, change or alter the position of any of its Communications Facilities, Poles, Support Structures or Towers within the Public ROW, including relocation of above-ground Communications Facilities underground (consistent with the provisions of this Chapter), whenever the Village has determined, in its sole discretion, that such removal, relocation, change or alteration is necessary for the construction, repair, maintenance, or installation of any Village improvement, the operations of the Village in, under or upon the Public ROW, or otherwise is in the public interest. The Provider shall be responsible to the Village for any damages or penalties it may incur as a result of the Provider's failure to remove or relocate Communications Facilities, Poles, Support Structures or Towers as required in this subsection.

(ii). The Village retains the right and privilege to cut or move any Communications Facility, Pole, Support Structure or Tower located within the Public ROW of the Village, as the Village may determine, in its sole discretion, to be necessary, appropriate or useful in response to any public emergency. If circumstances permit, the Village shall notify the Provider and give the Provider an opportunity to move its own facilities prior to cutting or removing the Communications Facility, Pole, Support Structure or Tower. In all cases the Village shall notify the Provider after cutting or removing the Communications Facility, Pole, Support Structure or Tower as promptly as reasonably possible.

(iii). A Provider shall notify the Village of abandonment of any Communications Facility, Pole, Support Structure or Tower at the time the decision to abandon is made, however, in no case shall such notification be made later than 30 days prior to abandonment. Following receipt of such notice, the Provider shall remove its Communications Facility, Pole, Support Structure or Tower at the Provider's own expense, unless the Village determines, in its sole discretion, that the Communications Facility, Pole, Support Structure or Tower may be abandoned in place. The Provider shall remain solely responsible and liable for all of its Communications Facilities, Poles, Support Structures and Towers until they are removed from the Public ROW unless the Village agrees in writing to take ownership of the abandoned Communications Facilities, Poles, Support Structures or Towers. Upon the issuance of a Permit, the Provider shall provide a removal bond in the amount estimated for the removal of all of the Communication Facilities that are the subject of an Application, such estimated amount to be determined by the Director of Planning and Development or the Code Enforcement Director, after consultation with the Engineer for the Village.

(iv). If the Provider fails to timely protect, support, temporarily or

permanently disconnect, remove, relocate, change or alter any of its Communications Facilities, Poles, Support Structures or Towers or remove any of its abandoned Communications Facilities, Poles, Support Structures or Towers as required in this subsection, the Village or its contractor may do so and the Provider shall pay all costs and expenses related to such work, including any delay damages or other damages the Village incurs arising from the delay.

(f) As-builds and Maps - Maps showing location of equipment in ROW and as-builds after construction shall be provided to the Village, within thirty (30) days after completion of construction, in conformance to the requirements of the Engineer for the Village.

B. Fees and Charges.

(1) Permit Application Fee. Every Applicant for a co-location shall pay a Permit application fee of \$500.00 for each Application up to five (5) Small Wireless Facilities and \$100.00 for each additional Small Wireless Facility. The fee shall be paid upon submission of the Application.

(2) Every Application for a new pole in the Right of Way shall pay a Permit application fee of \$1000.00. The fee shall be paid upon submission of the Application.

(3) ROW Agreement Fee. Every Person requesting a ROW Agreement from the Village shall pay an administrative fee of \$340.00, which shall include the legal costs of drafting such ROW Agreement.

(4) ROW Use Fee. In exchange for the privilege of non-exclusive occupancy of the Public ROW, the Provider shall pay the Village \$270 per Small Wireless Facility, per year, for as long as the ROW Agreement is effective. The ROW Use Fee shall be due and payable within thirty (30) days of issuance of the ROW Agreement, and every year thereafter.

(5) Attachment Fees. The Provider shall be subject to an additional attachment fee of \$500.00 if the Small Wireless Facilities will be attached to property (either real or personal) owned by the Village. No attachment will be allowed except after issuance of a permit pursuant to an Attachment Agreement.

(6) Other Fees. The Applicant or Provider shall be subject to any other generally applicable fees of the Village or other government body, such as those required for electrical permits, building permits, or street opening permits, which the Applicant or Provider shall pay as required in the applicable Laws, as well as attachment fees for the use of Village owned Poles, Towers, Support Structures, ducts, conduits or other structures in the Public ROW, as set forth in attachment agreements authorizing such use.

(7) No Refund. Except as otherwise provided in a ROW Agreement, the Provider may remove its Communications Facilities, Poles or Towers from the Public ROW at any time, upon not less than thirty (30) days prior written notice to the Village, and may cease paying to the Village any applicable recurring fees for such use, as of the date of actual removal of the facilities and complete restoration of the Public ROW. In no event shall a Provider be entitled to a refund of fees paid prior to removal of its Communications Facilities, Poles or Towers.

Section 130-5 Permit Applications

A. Permit Required. Unless expressly authorized in this Chapter or in writing by the Village, no Person may construct, install or maintain in the Public ROW any Communications Facilities, Poles built for the primary purpose of supporting Communications Facilities, or Towers, including the installation or Collocation of Communications Facilities on existing Poles, Towers, Support Structures or other structures within the Public ROW, without first receiving a Permit. Notwithstanding the foregoing, in the event of an Emergency, a Provider or its duly authorized representative may work in the Public ROW prior to obtaining a Permit, provided that the Provider shall attempt to contact the Village prior to commencing the work and shall apply for a Permit as soon as reasonably possible, but not later than twelve (12) hours after commencing the Emergency work. For purposes of this subsection, an "Emergency" means a circumstance in which immediate repair to damaged or malfunctioning facilities is necessary to restore lost service or prevent immediate harm to persons or property.

B. Permit Application Requirements. The Application shall be made by the Provider or its duly authorized representative and shall contain the following:

(1) The Applicant's name, address, telephone number, and e-mail address,

including emergency contact information for the Applicant.

(2) The names, addresses, telephone numbers, and e-mail addresses of all consultants, if any, acting on behalf of the Applicant with respect to the filing of the Application.

(3) A description of the proposed work and the purposes and intent of the proposed facility sufficient to demonstrate compliance with the provisions of this Chapter. The Applicant shall state whether the Applicant believes the proposed work is subject to Administrative Review or Discretionary Review and if the Permit is an Eligible Facilities Request.

(4) If applicable, a copy of the authorization for use of the property from the Pole, Tower or Support Structure owner on or in which the Communications Facility will be placed or attached.

(5) Detailed construction drawings regarding the proposed Communication Facility.

(6) To the extent the proposed facility involves Collocation on a Pole, Tower or Support Structure, a structural report performed by a duly licensed engineer evidencing that the Pole, Tower or Support Structure will structurally support the Collocation (or that the Pole, Tower or Support Structure will be modified to meet structural requirements) in accordance with Applicable Codes.

(7) For any new aboveground facilities or structures, accurate visual depictions or representations, if not included in the construction drawings.

(8) If new construction, a plan that would show how co-locations on the new Pole, Tower or Support Structure would be possible for other Providers who may wish to deploy small cell technology in the geographic area of the subject Application.

C. Proprietary or Confidential Information in Application. Applications are public records that may be made publicly available pursuant to the New York State Freedom of Information Law. Notwithstanding the foregoing, Applicant may designate portions of its Application materials that it reasonably believes contain proprietary or confidential information as “proprietary” or “confidential” by clearly marking each portion of such materials accordingly, and the Village shall treat the information as proprietary and confidential, subject to the requirements of the New York State Freedom of Information Law and the Village’s determination that the Applicant’s request for confidential or proprietary treatment of Application materials is reasonable.

D. Ordinary Maintenance and Repair. A Permit shall not be required for Ordinary Maintenance and Repair. The Provider or other Person performing the Ordinary Maintenance and Repair shall obtain any other permits required by applicable Laws and shall notify the Village in writing at least forty-eight (48) hours before performing the Ordinary Maintenance and Repair.

E. Material Changes. The Village may require payment of an additional Permit application fee in the event the Village determines, in its sole discretion, that material changes to an Application after submission amount to a new Application and will materially increase the time and/or costs of the Permit review process. Unless otherwise agreed to in writing by the Village, any material changes to an Application, as determined by the Village in its sole discretion, shall be considered a new application for purposes of the time limits set forth in Section 130-6B(2), unless otherwise provided by applicable Laws.

F. Application Fees. Unless otherwise provided by applicable Laws, all Applications pursuant to this Chapter shall be accompanied by the Fees required under Section 130-4B.

G. Effect of Permit. A Permit from the Village authorizes an Applicant to undertake only the activities in the Public ROW specified in the Application and Permit, and in accordance with this Chapter and any general conditions included in the Permit. A Permit does not authorize attachment to or use of existing Poles, Towers, Support Structures or other structures in the Public ROW; a Permittee or Provider must obtain all necessary approvals and pay all necessary fees from the owner of any Pole, Tower, Support Structure or other structure prior to any attachment or use. A Permit does not create a property right or grant Village to the Applicant to interfere with other existing uses of the Public ROW.

H. Duration. Any Permit for construction issued under this Chapter shall be valid for a period of ninety (90) days after issuance and can be extended for an additional ninety (90) days upon written request of the Applicant, at the sole consent of the Village.

I. An Applicant may simultaneously submit up to five (5) Applications for Communications Facilities, or may file a single, consolidated Application covering a

batch of not more than twenty (20) such Communications Facilities, provided that the proposed Communications Facilities are to be deployed on the same type of structure using similar equipment and within an adjacent, related geographic area of the Village. If the Applicant files a consolidated application, the Applicant shall pay the application fee calculated as though each Communication Facility were a separate Application. No Applicant shall submit more than one (1) consolidated application over a six (6) month period. The Code Enforcement Officer or the Director of Planning and Development has the discretion to determine whether a Provider is submitting a consolidated Application through the submission of multiple single Small Wireless Facilities.

Section 130-6 Administrative Review

A. Permitted Use. The following uses within the Public ROW shall be permitted uses, subject to Administrative Review and issuance of a Permit as set forth in this Section 130-6. All such uses shall be in accordance with all other applicable provisions of this Chapter, including without limitation, those set forth in Section 130-8 below and the terms of any ROW Agreement. Administrative Review will not be available for consolidated Applications or simultaneous Applications for more than five (5) Communication Facilities.

(1) Collocation of a Small Wireless Facility that does not exceed the maximum height set forth in Subsection 130-6C or a Collocation that qualifies as an Eligible Facilities Request.

(2) Modification of a Pole, Tower or Support Structure or Replacement of a Pole for Collocation of a Communications Facility where the modification or Replacement qualifies as an Eligible Facilities Request.

(3) Construction of a new Decorative Pole or a monopole Tower (but no other type of Tower) to be used for a Small Wireless Facility that does not exceed the maximum height set forth in Subsection 130-6C, provided that there are existing poles of similar height within one hundred (100) feet of either side of the proposed new Pole or monopole Tower.

(4) Construction of a Communications Facility, other than those set forth in subsections

(1), (2) or (3) in this Section 130-6A, involving the installation of coaxial, fiber-optic or other cabling, that is installed underground or aboveground between two or more existing Poles or an existing Pole and an existing Tower and/or existing Support Structure, and related equipment and appurtenances.

(5) Collocation of a Small Wireless Facility on a Pole, Tower, Support Structure or building that is in the Federal, State or County Right of Way or on private property.

B. Application Review.

(1) The Village shall review the Application either under the Administrative Review or Discretionary Review, as the case may be, and, if the Application conforms with applicable provisions of Section 130-5 and this Section, the Village shall issue the Permit, subject to the design standard set forth in Section 130-6D of this Chapter.

(2) Except as otherwise provided by applicable Laws, the Village shall:

(a) Within ten (10) days of receiving an Application, notify the Applicant if the Application is incomplete, and identify the missing information.

The Applicant may resubmit the completed Application within thirty (30) days without additional charge, in which case the Village shall have ten (10) days from receipt of the resubmitted Application to verify the Application is complete, notify the Applicant that the Application remains incomplete or, in the Village's sole discretion, deny the Application; and

(b) Make its final decision to approve or deny the Application within sixty (60) days for a collocation, and ninety (90) days for any new structure, after the Application is complete (or deemed complete in the event the Village does not notify the Applicant that the Application or resubmitted Application is incomplete).

(3) The Village shall advise the Applicant in writing of its final decision.

C. Maximum Height of Permitted Use. Small Wireless Facilities, and new, modified or Replacement Poles, Towers and Support Structures in the Public Right of Way may be approved through Administrative Review as provided in Section 130-6A only if the following requirements are met:

(1) Each new, modified or Replacement Pole, Tower or Support Structure installed in the Public ROW shall not exceed thirty-five (35) feet in height.

(2) New Small Wireless Facilities in the Public ROW shall not exceed thirty-five

(35) feet in height.

D. Design Standards. The Design Standards for Communication Facilities, Poles built for the sole or primary purpose of supporting Communications Facilities, or Towers shall be adopted by the Village Board and shall be published on the official Village Website and made available to all Applicants at their request or upon submission of an Application. The Design Standards shall be subject to change upon thirty (30) days' notice to an Applicant and upon a majority vote of the Village Board.

Section 130-7 Discretionary Review and Approval. All other uses within the Public ROW or on private property not expressly set forth or referenced in Section 130-6A shall require compliance with, and issuance of, a site plan approval pursuant to Chapter 127 of the Village Code. In determining the deployment and placement of Communication Facilities, the Planning Board shall consider the following criteria and its impact on the surrounding neighborhood during the Site Plan review process: (i) the design standards set forth in Section 130-6D of this Chapter; (ii) the compatibility of further deployments and their potential impact on the surrounding neighborhood; (iii) the potential for Collocation of other Provider's Communication Facilities; (iv) the density fulfillment needs of the neighborhood.

Section 130-8 General Public ROW Installation Requirements.

A. General Work Requirements.

(1) General safety and compliance with laws. The Permittee shall employ due care during the installation, maintenance or any other work in the ROW, and shall comply with all safety and Public ROW protection requirements of applicable Laws, Applicable Codes, and any generally applicable Village guidelines, standards and practices, and any additional commonly accepted safety and Public ROW-protection standards, methods and devices (to the extent not inconsistent with applicable Laws).

(2) Traffic control. Unless otherwise specified in the Permit, the Permittee shall erect a barrier around the perimeter of any excavation and provide appropriate traffic control devices, signs and lights to protect, warn and guide the public (vehicular and pedestrian) through the work zone. The manner and use of these devices shall be described within a traffic control plan in accordance with the Uniform Manual of Traffic Control Devices. The Permittee shall maintain all barriers and other traffic control and safety devices related to an open excavation until the excavation is restored to a safe condition or as otherwise directed by the Village.

(3) Interference. The Permittee shall not interfere with any existing facilities or structures in the Public ROW, and shall locate its lines and equipment in such a manner as not to interfere with the usual traffic patterns (vehicular or pedestrian) or with the rights or reasonable convenience of owners of property that abuts any Public ROW.

(4) Utility Locates. Before beginning any excavation in the Public ROW, the Permittee shall comply with CALL BEFORE YOU DIG.

B. Compliance with Permit.

(1) State that the Permittee must follow permit requirements. All construction practices and activities shall be in accordance with the Permit and approved final plans and specifications. The Village and its representatives shall be provided access to the work site and such further information as they may require to ensure compliance with such requirements. All work that does not comply with the Permit, the approved plans and specifications for the work, or the requirements of this Chapter, shall be removed at the sole expense of the Permittee. The Village may stop work in order to assure compliance with the provision of this Chapter.

(2) Address any needed additional permits. In addition to obtaining a Permit for installation of a Communications Facility, Poles built for the sole or primary purpose of supporting Communications Facilities, or Towers in the Public ROW, an Applicant must obtain all other required permits.

C. Mapping Data. Insert required maps and as-builds. The Permittee shall provide to the Village as-builds, in a format designated by the Village or otherwise compatible with such format, showing the location of Communications Facilities, Poles, Support Structures and Towers upon completion of the permitted work.

Section 130-9 Attachment to and Replacement of Decorative Poles. Notwithstanding anything to the contrary in this Chapter, an Applicant may not install a Small Wireless Facility on a Decorative Pole, or replace a Decorative Pole with a new Decorative Pole unless the Village has determined, in its sole discretion, that each of the following conditions has been met:

A. The Application qualifies for issuance of a Permit under Section 130-6A;
B. The attachment and/or the replacement Pole is in keeping with the aesthetics of the Decorative Pole; and

C. Notwithstanding anything to the contrary in this Chapter, an Applicant may not install a Small Wireless Facility on a Decorative Pole, replace a Decorative Pole with a new Decorative Pole, or install new above-ground Communications Facilities in a Residential Zoning District unless the Village has determined, in its sole discretion, that each of the following conditions has been met:

- (1) The Application qualifies for issuance of a Permit under Section 130-6A;
- (2) The attachment and/or the replacement Pole is in keeping with the aesthetics and character of the Decorative Pole and/or the Residential Zoning District;

Section 130-10 Violation of this Chapter. Violation of any of the provisions of this Chapter shall be a violation punishable with a civil penalty of \$250 for each violation. Each day that a violation occurs or is permitted to exist by the Applicant or Provider constitutes a separate offense.

Section 130-11. Illegality/Severability.

If any clause, sentence, paragraph, subdivision, section or part of this local law or the application thereof to any person, individual, corporation, firm, partnership, entity or circumstances is adjudged invalid, illegal or unconstitutional by any court of competent jurisdiction, such order or judgment shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this law or in its application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this local law or the application thereof to other persons or circumstances. Further, in adjudging such invalid, illegal or unconstitutional provision, the court shall attempt to modify same to a provision which is not invalid, illegal or unconstitutional and which best achieves the intent of the invalid provision.

Mayor Brazill stated this is the next generation of technology and municipalities around the state are preparing for the deployment of these devices just as we are with this new local law to establish regulations and procedures.

With no questions or comments Trustee Christensen made a motion, seconded by Trustee Champagne to close the public hearing.

Mayor Brazill closed the public hearing at 6:35pm.

CONSIDERATION

LL#1 FOR 2019 – SMALL CELL WIRELESS DEPLOYMENT REQUIREMENTS

Trustee Champagne made a motion, seconded by Trustee Abbott to adopt Local Law #1 for 2019 as discussed and with no changes. All in favor; motion carried.

PUBLIC HEARING

LOCAL LAW #2 FOR 2019 – AMENDMENT TO ZONING CLASSIFICATION FROM RESIDENTIAL TO COMMERCIAL FOR PARCELS 110 HULBERT STREET AND 204 – 244 S. MAIN STREET

Trustee Christensen made a motion, seconded by Trustee Abbott to waive the reading of legal notice and open public hearing.

Mayor Brazill opened the public hearing at 6:35pm. All in favor; motion carried.

Attorney Hills presented the following:

Local Law No. Two (2) of the year 2019

A local law amending Chapter 160 of the Village of Minoa Municipal Code relative to Zoning.

Section One (1). PURPOSE AND INTENT.

This local law provides for an amendment to the Zoning Law of the Village of Minoa and in so enacting, supercedes Sections 7-706 and 7-707 of the New York State Village Law.

Section Two (2). The Zoning Map of the Village of Minoa, as adopted by Chapter 160 entitled “Zoning” of the Code of the Village of Minoa, as amended, is hereby amended by changing the Zoning classification from Residential-B (R-B) to Commercial (C) for the parcels known and identified as:

- 110 Hulbert Street Tax Map No. 003.-03-18.0
- 204 S. Main Street Tax Map No. 003.-03-09.0
- 207 S. Main Street Tax Map No. 003.-02-04.0
- 208 S. Main Street Tax Map No. 003.-03-10.0
- 211 S. Main Street Tax Map No. 003.-02-03.0
- 212 S. Main Street Tax Map No. 003.-03-11.0
- 216 S. Main Street Tax Map No. 003.-03-12.0
- 222 S. Main Street Tax Map No. 003.-03-13.0
- 228 S. Main Street Tax Map No. 003.-03-14.0
- 234 S. Main Street Tax Map No. 003.-03-16.0
- 240 S. Main Street Tax Map No. 003.-03-15.0
- 244 S. Main Street Tax Map No. 003.-03-17.0

Mayor Brazill stated the board is considering this section of S. Main Street and one parcel on Hulbert Street because it will connect the commercial zones already established north and south of these parcels. As mentioned in the last meeting

Connecting the commercial zones (North and South) would create a corridor offering a residential and commercial mixed use capabilities which could attract new residents, new businesses and funding opportunities at the county, state and federal levels. Lewis Park events such as Friday night car show, Hope for Heather 5K Race, Minoa Fireman's Field Days, Fall Festival, and for the first time this year the CNY Bavarian Oktoberfest are attracting more and more visitors to our community.

With no further comments from the board Mayor Brazill opened the hearing to the public.

JoAnn Perkins, 204 S. Main Street stated the following:

- concerned the value of her property would decrease if it was located next to a business
- the types of businesses this would bring into the community
- percentage of funding that would go into our neighborhood

Trustee Rinaldi stated the value of these properties would be greater with more options.

Robin Reed, 240 S. Main Street as if the pole barn were to be considered commercial would that be enough area to attract the funding the village is talking about. Ms. Reed also voiced concern about a big business store will come in and buy our houses just to put up a big store.

Chloe Butchko, 240 S. Main Street asked why the village would want additional commercial properties in this area.

Jeremiah Butchko, 240 S. Main Street asked about the sidewalks and how will this benefit my neighbors and my family.

Mayor Brazill stated that any commercial funding we can find will go directly into the commercial district properties; ornamental lighting, ADA compliant sidewalks and streetscape beautification.

Trustee Abbott added that the renovations and improvements to Lewis Park Pole Barn were achieved because of a grant.

A discussion ensued about the potential funding available to the village through Onondaga County. Mayor Brazill stated as mentioned in our last board meeting I recently met with Dan Kwasnowski, Planning Director for Onondaga County to discuss the County Plan and conceptual themes for a new comprehensive plan. One of the county goals is to develop planning projects with local municipalities and help find the funding resources necessary to carry out the projects.

With no questions or comments from the public Trustee Abbott made a motion, seconded by Trustee Christensen to close the public hearing. All in favor; motion carried.

Mayor Brazill closed the public hearing at 7:31pm.

CONSIDERATION ***LL#2 FOR 2019 – AMENDMENT TO ZONING CLASSIFICATION FROM RESIDENTIAL TO COMMERCIAL FOR PARCELS 110 HULBERT STREET AND 204 – 244 S. MAIN STREET***

Trustee Rinaldi made a motion, seconded by Trustee Abbott to adopt Local Law #2 for 2019 as discussed, with no changes and contingent upon Onondaga County Planning and Development review. All in favor; motion carried.

APPOINTMENT ***GARY STODDARD TO ZONING BOARD OF APPEALS (ZBA)***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve the appointment of Gary Stoddard, 144 East Avenue as board member to Zoning Board of Appeals effective immediately; term of appointment will expire in April 2023. All in favor; motion carried.

ADRIAN TURBEVILLE TO ZONING BOARD OF APPEALS (ZBA)

Trustee Champagne made a motion, seconded by Trustee Abbott to approve the appointment of Adrian Turbeville, 140 East Avenue as board member to Zoning Board of Appeals effective immediately; term of appointment will expire in April 2024. All in favor; motion carried.

CLERK- *MEETING MINUTES – MAY 15, 2019*

TREASURER Tabled.

RATIFY PRIOR APPROVAL – HAMAR ENTERPRISE ONLINE CREDIT CARD PROCESSING

Trustee Champagne made a motion, seconded by Trustee Christensen to ratify prior approval to enter into online credit card payment processing with Hamer Enterprise, 4200 N. Bicentennial Drive, McAllen TX; fees associated with using online tax payment will be passed along to user not village. All in favor; motion carried.

PERMISSION TO REQUEST EXTENSION TO FILE AUD FOR FISCAL YEAR ENDING MAY 31, 2019

Trustee Champagne made a motion, seconded by Trustee Christensen approving the request to apply for extension to file Annual Updated Document for fiscal year ending May 31, 2019. All in favor; motion carried.

BUILDINGS & *RATIFY PRIOR APPROVAL – 2019-2020 HONEYWELL RENEWAL*
FOUNDATIONS

Trustee Christensen made a motion, seconded by Trustee Abbott to ratify prior approval to renew Honeywell Service Agreement in the amount of \$22,607.28 for 2019-2020, effective June 1, 2019. All in favor; motion carried.

**FIRE
DEPARTMENT**
WWW.MINOAFIRE.ORG

PROPOSED BY-LAW CHANGES

Trustee Champagne made a motion, seconded by Trustee Rinaldi to approve the proposed By-Law Changes as submitted by the Minoa Fire Department as follows:

- Article III – Membership, Life Members Section A (page 12)
- Article III – Active Life Membership - Sections 1A (page 11)
- Article VI – Officers - Section 2D (page 16)
- Article VII - Requirements & Duties of Line Officers – Section 2A (page 18)
- Article X11 – Amendments – Section 2, Proposed By-Law amendments (page 28)
- Article VI – Officers & Selection, Section 2H (page 16)

All in Favor; motion carried.

TRAINING REQUEST – ACTION TRAINING ONLINE PROGRAM

Trustee Abbott made a motion, seconded by Trustee Christensen to approve the request for Action Training Online Program for twenty five (25) user license access to 108 interactive courses; \$2,175.00. All in Favor; motion carried.

**WASTE WATER
TREATMENT
PLANT / CERF**

PERMISSION TO RENEW LBD ENTERPRISE 6/1/19 THROUGH 5/31/2022

Trustee Christensen made a motion, seconded by Trustee Champagne to approve the three (3) year contract, 6/1/2019 – 5/31/2022, with LBD Enterprise; \$50.00 per ton for delivered bio solids. All in favor; motion carried.

PERMISSION TO RENEW CLEARWATER FOR PLOYMER

Trustee Abbott made a motion, seconded by Trustee Champagne to approve Clearwater for polymer, 6/1/2019 – 5/31/2020, \$837.00 per drum. All in favor; motion carried.

LABORATORY TESTING QUOTES

Life Science \$5,940.00

CES \$6,981.00

Trustee Champagne made a motion, seconded by Trustee Abbott to approve Life Science for Laboratory Testing for 6/1/2019 – 5/31/2020 as quoted \$5,940.00 (for approximately 72 samples). All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT 23**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #023 in the amount of General Fund \$12,089.48 (Vouchers 943 - 972), Sewer Fund \$15,818.78 (Vouchers 405 - 419), for a total of \$27,908.26 audited and paid. All in favor; motion carried.

**AUDIT OF CLAIMS
ABSTRACT 001**

A motion was made by Trustee Christensen and seconded by Trustee Abbott that the claims on Abstract #001 in the amount of General Fund \$36,855.82 (Vouchers 880 - 942), Sewer Fund \$2,062.60 (Vouchers 001 - 007), for a total of \$38,918.42 audited and paid. All in favor; motion carried.

**ATTORNEY'S
REPORT**

Nothing new to report.

**TRUSTEES'
REPORT**

Trustee Abbott – reported the Police Department has recruited two new officers, CRC

meeting will be June 4, 2019 and congratulations to the Minoa Fire Department on another successful Field Days event.

Trustee Rinaldi – nothing new to report.

Trustee Christensen thanked the Venture group for handing out the American flags for the Memorial Day Parade; it was a huge help and very much appreciated.

Trustee Champagne – reported on a sewer block at the plant; working to resolve the issues.

MAYOR'S REPORT Mayor Brazill offered condolences to Trustee Christensen and his family on the passing of his father, Edward Christensen on May 30, 2019; thoughts and prayers are with you and your family.

PUBLIC COMMENT No comments.

ADJOURNMENT A motion was made by Trustee Christensen and seconded by Trustee Champagne to adjourn the village board meeting at 8:07pm. All in favor. Motion carried.

Respectfully submitted,

Lisa L. DeVona

Lisa L. DeVona
Clerk-Treasurer