

SUMMARY OF STANDARDS  
FOR  
CITY COMMISSION REQUEST FOR REVIEW

- When the City Engineer grants or denies a waiver under § 25-100-1(d) or an application for an exemption under § 25-100.1(b)(2), the City Commission may adopt a motion to set a hearing to review the application for a waiver or exemption.
- In order to adopt such a motion, what must the Commission find?
  - The Commission must find that the proposed site for the at-grade communications service facility is in an area which, due to the characteristics of the proposed site relative to the characteristics of the surrounding properties and surrounding neighborhood visually impacted by the facility, requires additional review in order to ensure that criteria under § 25-100.1(d) or §25-100.1(B)(2) have been met.
  - This process is known as a City Commission Request for Review (“CRR”)
- The CCR is initiated by a statement of intent filed by any Commissioners with the City Clerk, with a copy to the City Engineer and a copy to the Registrant. The motion (statement of intent) shall be made within 15 days of the decision by the City Engineer.
- The City Commission shall consider the motion within 30 days of the decision of the City Engineer, or the next regularly scheduled City Commission meeting thereafter.
- The motion approving a CRR shall set a date for consideration of the application against the criteria in § 25-100.1(d) or §25-100.1(B)(2), whichever is applicable, no later than 30 days from the date the motion is adopted.
  - Notice of the hearing on the CRR shall be given to the public by posting a sign at least 10 days before the hearing.
  - Review by the City Commission of the application under the CRR shall be by a *de novo* hearing, supplemented by the record before the City Engineer below and the same standards and criteria applicable to the application for waiver or application for exemption shall be applied.
- At the conclusion of the CRR hearing, the City Commission shall take action either (i) approving, (ii) approving with conditions, or (iii) denying the application.