



DEPARTMENT OF TECHNOLOGY SERVICES

Isiah Leggett
County Executive

E. Steven Emanuel
Chief Information Officer

MINUTES OF TFCG MEETING

To: Distribution

From: Bob Hunnicutt, Tower Coordinator, Columbia Telecommunications

A meeting of the Transmission Facility Coordinating Group (TFCG) was held on November 7, 2007. The following people were in attendance:

MEMBERS

Carlton Gilbert	M-NCPPC	(301) 495-4577
Helen Mu	DTS	(240) 777-2804
Dave Niblock	DPS	(240) 777-6252
Mary Pat Wilson	MCPS	(240) 314-4707
Marjorie Williams (representing Jane Lawton)	OCCS	(240) 777-3762
Martin Rookard	WSSC	(301) 206-8979
Jennifer Bryant	OMB	(240) 777 -2761

STAFF

Bob Hunnicutt	CTC	(301) 933-1488
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OTHER ATTENDEES

Ilya Altman	NB&C	(410) 712-4056
Harold Bernadzikowski	NB&C	(410) 530-0937
Adam Knubel	NB&C	(410) 712-4056
Bryan Cline	Sprint/Nextel	(518) 584 -9967
Jeff Tonglet	Sprint/ Nextel	(615) 533- 0479
Jeff Dolan	Ejaad/Nextel	
Sean Hughes	Donahue and Blue	(703)-549-1123
Jim Michal	Jackson and Campbell	(202) 457-1652

Action Item – Meeting Minutes: Carlton Gilbert moved the minutes be approved as written. Jennifer Bryant seconded the motion and the minutes were unanimously approved.

Consent Agenda Applications:

1. FiberTower application to attach three 14" dish antennas and one 2' dish antenna at the 154' and 153' levels on the penthouse walls atop a 144' Chateau Apartment building located at 9272 Mount Pisgah Road in Silver Spring (Application #200704-18).
2. Sprint-Nextel application to replace nine 48" panel antennas with nine new 48" at the 110' level on an existing 150' monopole on Fire Station #31 property located at 12100 Darnestown Road in Gaithersburg (Application #200708-02).
3. Verizon Wireless application to attach six 71" and six 47" panel antennas at the 90' level on a 100' monopole at the Storage USA located at 19500 Frederick Road in Germantown (Application #200710-01).
4. Verizon Wireless application to attach six 71" and six 47" panel antennas at the 136' level on a 128' PEPCO transmission line tower #100-S located at Goshen Road & Rothbury Drive in Gaithersburg (Application #200711-01).
5. Sprint-Nextel application to attach twelve 53" antennas at the 98' level atop a 95' WSSC water tank located at 5417 W. Cedar Lane in Bethesda (Application #200711-02).

Motion: Martin Rookard moved the consent agenda items be recommended. Dave Niblock seconded the motion and it was unanimously approved.

Action Item: Sprint-Nextel application to construct a new 83' monopole at Neelsville Middle School located at 11700 Neelsville Church Road in Germantown (Application #200607-03).

Bob Hunnicutt advised the group that he was not ready to recommend the application because after the meeting packets had mailed, the applicant had advised him that the monopole was designed to be extendable and had subsequently submitted a new set of plans on November 1. Consequently, he needed time to consider the impact the change may have on his recommendation.

Jim Michal objected to not having the application reviewed at the meeting, and argued that the height to which the monopole may be extended was not germane to the TFCG's review of the application. He asked that the item be discussed at the meeting and noted that the group had a recommendation from the Tower Coordinator upon which they could base a decision. He added that to define the height of the monopole would require the applicant to work with the public schools. He also noted that there had been a number of requests for additional information that came long after the application had been filed that should have been requested earlier in the review of the application. He further noted that it is not up to the Tower Coordinator to determine whether the monopole would need a Special Exception, or whether there is a need for security lights at the site; he said those decisions rest with the public schools.

Jeff Dolan, the applicant for Sprint-Nextel, added that the plans he provided to Mr. Hunnicutt were the same plans that he had sent with the revised application last May.

Martin Rookard asked if the monopole was described to be 83' on the application and commented that he did not understand what difference it made if the monopole may be higher than that.

Mr. Hunnicutt replied that if the monopole is to be extendable, as he had noted during his review of the application, he needed to know to what height the monopole would be designed. He noted that the designed height of the structure was relevant to his review and recommendation to the TFCG. He said he had been advised by the applicant repeatedly until last Friday that the monopole was not designed to be extendable, despite what the plans showed, and he had reflected this response in his report. He said he now understands that is not the case; further, he thought the plans Mr. Dolan provided last week were new plans, not resubmission of earlier plans.

Marjorie Williams remarked that due to the miscommunication about the application and in view of the new information she did not think it appropriate to review the application until the Tower Coordinator had a chance to review his recommendation in light of the fact about the design of the monopole.

Carlton Gilbert added that the group relies on the recommendation of the Tower Coordinator as part of their review of applications.

Sean Hughes suggested that if the monopole were to be extendable in the future, the applicant at that time would have to come back to the TFCG for approval.

Mr. Michal asked that the group recommend the application conditioned on approval of a Special Exception as deemed necessary by the appropriate body. Mr. Hunnicutt replied that is how he had prepared his recommendation.

Mr. Michal stated that the applicant could not determine how high the monopole may ultimately extended.

Dave Niblock observed that the monopole appeared to be a standard structure and surely the manufacturer would be able to say how high the monopole could be extended based on their design and structural specifications. He stated that the group would like to have that information to consider as part of their review.

Mr. Michal agreed and advised his client to obtain that information and provide it to the Tower Coordinator.

Motion: Martin Rookard moved the application be reviewed by the group based on the Tower Coordinator's Recommendation that had already been distributed to the group. The motion failed for lack of a second.

Discussion Item - Annual Plans and Application Review: Adam Knubel asked for clarification about what was required for the annual plans. He said that he had been advised by the Tower Coordinator that his application had not been scheduled for today's meeting because the site was not listed on the carrier's annual plan. He cited the "Guide For Wireless Service

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Provider Facility Location Plans” (attached for reference) noting that he believed that the site for his application met the intent of item #2 in the requirements.

Harold Bernadzikowski added that he also had an application that was not scheduled because he had been advised at the last minute that his site was not on the carrier’s annual plan. He objected to not being given that information earlier in the process and also asked for clarification on the plan submission requirements. He asked the group to consider providing applicants dates of when applications are considered complete.

Marjorie Williams said that she would discuss these requests with the Jane Lawton upon her return from Annapolis.

The next meeting of the TFCG is scheduled for Wednesday, December 5, 2007 at 2 p.m. in the second floor conference room #114 of the COB.

Mc-Tower\Documents\Mtg Minutes\2007 Minutes\November, 2007 minutes.doc