

## MINUTES OF TTF CG MEETING

To: Distribution

From: Bob Hunnicutt, Tower Coordinator, Columbia Telecommunications

A meeting of the Telecommunications Transmission Facility Coordinating Group (TTF CG) was held on November 16, 2004. The following people were in attendance:

### MEMBERS

Jane Lawton OCCS (240) 777-3724

Pat Hanehan MCPS (301) 279-3609

Helen Xu DTS (240) 777-2804

Jennifer Bryant OMB (240) 777-2761

Carlton Gilbert M-NCPPC (301) 495-4576

Jim Krause WSSC (301) 206-7199

Steve Batterden DPW&T (240) 777-6063

### STAFF

Margie Williams OCCS (240) 777-3762

Robert Hunnicutt CTC (410) 964-5700

Matt Wolff CTC (410) 964-5700

### OTHER ATTENDEES

Amy Wicklund Cingular Wireless

Bill O'Brien For Cingular Wireless

Ed Donohue Holland & Knight for Spectrasite

Jim Michal Jackson & Campbell for Sprint PCS

M.G. Diamond For Verizon Wireless

David Trace For Spectrasite

Rick Novak For Sprint PCS

Discussion Item - Meeting Minutes: Pat Hanehan moved the minutes be approved as written. Carlton Gilbert seconded the motion and the minutes were unanimously approved.

Discussion Item - Minor Modification Applications: Bob Hunnicutt noted there were a number of Verizon applications on this month's consent agenda. He said these were the first applications under the new Executive Regulations that set a fee structure for minor modifications at a single site and at multiple sites. He noted that one of the applications was a minor modification to one site that added antennas, and that one application (Item #13) was actually one application which listed one-for-one changes to be made at multiple sites. He noted there were no changes at these sites to the use of the ground space, and the equipment would be installed in the existing shelters. He reminded the group that M.G. Diamond has previously asked if architectural drawings were required for minor modifications at multiple sites. At that time, the TTF CG agreed that architectural drawings would not be necessary for those cases, as long as a description of the changes at each site was provided along with a photo of the site as it currently exists. He said that for this Verizon application listing multiple sites, the Tower Coordinator had given an identifying letter to each site (A, B, C, and D) in order to record the changes in the TTF CG database. He noted that other carriers had advised him they would be submitting similar applications for minor modifications and asked the group if this procedure would suffice. The group agreed that a single application for multiple sites was acceptable.

### Consent Agenda Items:

1. Nextel Communications application to attach twelve 48" panel antennas at the 93' level of an existing 125' monopole at Argyle Country Club located at 14600 Argyle Club Road in Silver Spring (Application #200411-01).
2. Cingular Wireless application to sled mount twelve 48" dual band antennas on the roof at the 145' level of an

existing 137' Westlake Towers building located at 7420 Westlake Terrace in Bethesda (Application #200411-02).

3. Cingular Wireless application to install 12 antennas at the 117' level of an existing 122' PEPCO transmission line tower #638-N located at 12901 Piney Meeting House Road in Potomac (Application #200411-03).

5. Cingular Wireless application to attach 12 antennas (six now, six in the future) at the 150' level of an existing 180' monopole on Dickerson Auto Center property located at 22210 Dickerson Road in Dickerson (Application #200411-06).

6. Cingular Wireless application to attach 12 antennas (six now, six in the future) at the 121' level of an existing 129' transmission line tower #43-N located at 18698 White Ground Road in Boyds (Application #200411-07).

7. Cingular Wireless application to attach 12 antennas (six now, six in the future) at the 170' level of an existing 190' monopole located at 16801 Oakmont Avenue in Gaithersburg (Application #200411-09).

8. Cingular Wireless application to attach 12 antennas (six now, six in the future) at the 126' level of an existing 134' transmission line tower #683-S located at 17099 Riffle Ford Road in Germantown (Application #200411-10).

9. Verizon Wireless application to remove two existing 48" panel antennas and add six 47" dual band panel antennas at the same 168' level on this 178' lattice tower on Troop 52 property located at 16100 Darnestown Road in Dawsonville (Application #200411-12).

10. Verizon Wireless application to replace nine existing 48" panel antennas at the 135' level with nine 47" dual band panel antennas on the existing mounts of a 150' monopole on Quail Hill Farm property located at 18743 New Hampshire Avenue in Brinklow (Application #200411-13A).

11. Verizon Wireless application to replace nine existing 48" panel antennas with nine 47" dual band panel antennas on the same mounts at the same 128' level on this 140' monopole on the Gymkhana Club property located at 14100 River Road in Potomac (Application #200411-13B).

12. Verizon Wireless application to replace six existing 48" panel antennas with six 47" dual band panel antennas on the same mounts at the same 165' level on this 188' monopole on the McDonnell property located at 20315 Georgia Avenue in Brookeville (Application #200411-13C).

Two members asked that Items #4 and #13 be pulled from the consent agenda for discussion.

Motion: Carlton Gilbert moved that the remaining consent agenda items be recommended. Jennifer Bryant seconded the motion. Items 1, 9, 10, 11, and 12 were unanimously approved, and Items 2, 3, 5, 6, 7, and 8 were approved with Pat Hanehan abstaining.

Action Item - Item #4: Verizon Wireless application to attach 12 antennas to a powermount at the 143' level of an existing 133' PEPCO transmission line tower #93-N located at Watkins Mill Road and Club House Road in Gaithersburg (Application #200411-05).

Bob Hunnicutt summarized the application. Jane Lawton asked about the use of a powermount on the transmission line tower. Mr. Hunnicutt explained that the antennas would be mounted on a device commonly referred to as a Fort Worth power mount, which is a pole installed up the center of the transmission line tower.

Pat Hanehan asked if this PEPCO tower was near the other PEPCO tower in the Montgomery Village area where residents had expressed concern about attachment. Mr. Hunnicutt stated that it was not, but that he had asked the carrier if they had contacted the homeowners association adjacent to this facility. M.G. Diamond replied that Verizon had contacted Sharon Levine with the Montgomery Village Foundation, who helped them to schedule a meeting with the nearby community organizations to discuss this tower. He said the meeting would be held within the next month.

Motion: Steve Batterden moved the application be recommended. Helen Xu seconded the motion and it was

unanimously approved.

Action Item - Item #13: Verizon Wireless application to replace nine existing 52" panel antennas with nine 47" dual band panel antennas on the penthouse walls of a 79' Potomac Water Filtration Plant building located at 12200 River Road in Potomac (Application #200411-13D).

Bob Hunnicutt summarized the application. Jim Krause noted that this application was a simple change-out of antennas, and asked under what conditions would a carrier not have to come before the TTF CG for review. Mr. Hunnicutt explained that the TTF CG direction was that the group must review applications that required significant modifications to an existing facility. He noted that in this case, the carrier was not only adding more antennas to the site than currently exist, but the existing antennas were being replaced by antennas transmitting at a different frequency in order to provide new services. This type of change-out was deemed by the TTF CG to need group review. Jane Lawton noted that some antenna change-outs required a change in the use of the ground space at the site as well.

Jim Michal asked if a site that required maintenance, such as for an inoperable antenna, would have to come before the TTF CG for review. Ms. Lawton replied that the group did not need to review maintenance-related items, but that she would ask the County to define what modifications required TTF CG review. Mr. Hunnicutt added that when upgrades to a site first came up a few years ago, the TTF CG had decided that if the changes were minor, such as changing equipment within the existing shelter, the carrier should contact the Tower Coordinator for guidance. He said the Tower Coordinator would then consult with the County Attorney to determine which modifications required committee review. He added that maintenance issues were generally not an item that required TTF CG review.

Motion: Carlton Gilbert moved the application be recommended. Helen Xu seconded the motion and it was unanimously approved.

Action Item: Cingular Wireless application to attach 12 antennas (six now, six in the future) at the 101' level of an existing 140' monopole on Seneca Ayr Farm property located at 13100 West Old Baltimore Road in Boyds (Application #200411-08).

Bob Hunnicutt noted that this site was previously reviewed for a Sprint application to install a 20' extension to the monopole and attach antennas at the top of the extension. He said the TTF CG had conditioned approval of Sprint's application on the Department of Permitting Services (DPS) determining that the added height still met setback requirements and submission by Sprint of a structural analysis for the extension that verified it could safely accommodate additional antennas. He stated that DPS had not notified him that these requirements had been met for that application. Consequently, this Cingular application is conditioned on submission of a structural analysis, and that any structure modifications necessary to safely accommodate additional antennas would be performed prior to attachment. Mr. Hunnicutt introduced Cingular's representative, Amy Wicklund, to address the structural issues.

Ms. Wicklund stated that the structural analysis had been ordered but had not yet been completed. She assured the group that it was Cingular's policy not to attach antennas until a structural analysis was performed and any necessary modifications to be made were completed.

Motion: Carlton Gilbert moved the application be recommended conditioned on submission of a structural analysis that verifies the structure would safely support additional antennas, and a DPS determination that setback requirements had been met. Steve Batterden seconded the motion and it was approved with Pat Hanehan abstaining.

Action Item: Verizon Wireless application to remove three existing 52" panel antennas and add six 48" dual band panel antennas at the same 171' level on this 170' monopole on Aspen Landscape property located at 15710 New Hampshire Avenue in Silver Spring (Application #200411-11).

Bob Hunnicutt noted that this site also had structural considerations from a previous application. He said that the tower owner, Crown Castle, had proposed to attach braces on either side of the monopole to support additional antennas. M.G. Diamond added that Crown Castle had received approval from the Board of Appeals to perform this structure modification. Jane Lawton asked if the work had been performed. Mr. Hunnicutt replied that it did not appear so, based on his site visit and the structure drawings and photos submitted with

the application. Consequently, Mr. Hunnicutt said this Verizon application is conditioned on submission of a structural analysis that the structure would support additional antennas. Ms. Lawton asked if there were any changes to use of the ground space. Rob Neeley replied that additional equipment would be located within the existing equipment shelter at the site.

Motion: Pat Hanehan moved the application be recommended. Jennifer Bryant seconded the motion and it was unanimously approved.

Action Item: Cingular Wireless application to construct a new 120' monopole and attach antennas at the 120' level and lights for the tennis courts at the 30' level. The monopole will be on Northwood High School property located at 919 University Boulevard in Silver Spring (Application #200411-04).

Matt Wolff summarized the application. Jane Lawton asked how close the facility was to the nearest residence. Mr. Wolff noted that to one side of the property there was a very large strand of trees 60'-80' in height which screened the monopole from the adjacent homes. He noted that on the other side of the monopole, the houses were screened somewhat by a drop in elevation and nearby trees. Pat Hanehan added that the school Principal was satisfied with the monopole location on the property, and that to move it elsewhere on school property may interfere with potential future athletic facilities. Mr. Hanehan added that was one of the reasons why replacement of a light pole at the football field was not considered for this siting.

Steve Batterden asked why there was a reference to Nextel at this location. Bob Hunnicutt reminded the group that the TTF CG had previously recommended a Nextel application for this site to replace an existing 30' light pole with an 80' monopole on school property closer to University Boulevard. He noted that Nextel has not constructed the monopole and did not plan to do so.

Ms. Lawton asked about any alternative sites around the location, especially the tall apartment buildings and the Wheaton Park monopole. Jim Michal explained there were lease issues with the Wheaton Park property, and the nearby apartment buildings had a long history of not allowing cellular carriers to attach antennas to the building rooftops. Ms. Lawton asked if the Park and Planning issue was related to cost. Mr. Michal replied that it was.

Mr. Hanehan noted that the monopole height of 120' would permit future co-location of other carriers.

Motion: Jim Krause moved the application be recommended. Carlton Gilbert seconded the motion and it was approved with Pat Hanehan abstaining.

Discussion Items - 2005 Meeting Dates: Bob Hunnicutt distributed the 2005 TTF CG meeting schedule. He said he had checked the dates against events on the County calendar as well as the annual NATOA conference in September. Jane Lawton asked the group had any comment on the schedule. Hearing no group comment, the meeting schedule was accepted.

Discussion Item - TTF CG Meeting Requirements: Margie Williams stated that in follow-up to a question last month about TTF CG meeting requirements, the County Attorney had advised her that the TTF CG was required to meet to review all agenda items, and that a quorum based on a simple majority of the group must be available in order to take any action on agenda items. She said if group attendance at any TTF CG does not constitute a quorum, a conference call with the absent member(s) would suffice to meet the meeting quorum requirements. Jane Lawton said she appreciated everyone's attendance at today's meeting, and said it was important that the TTF CG have a quorum at every meeting.

Discussion Item - Next Meeting: The next meeting of the TTF CG is scheduled for Wednesday, December 15, 2004 at 2:00 p.m. in the second floor conference room #225 of the COB.