



Bulletin 2008-2
Telecommunications Transmission Facility Coordinating
Committee (TTFCC)
August 29, 2008

INTRODUCTION

This bulletin is intended to provide information to carrier representatives on recent new requirements, policy changes and additional TTFCC information. The information in this bulletin will provide additional guidance to the TTFCC application and review process. The bulletin was prepared, reviewed and approved by the TTFCC members. Additional bulletins will be prepared throughout the year as requirements, policy changes and additional information needs to be conveyed.

EXPANDED USE OF THE MINOR MODIFICATION “SHORT FORM” APPLICATION

On August 20, 2008 the TTFCC Committee agreed to expand the use of the minor modification “short form” application for carriers to include work that involves the placement of microwave dishes 5’ above or below that same carrier’s existing rad center platform. The dishes cannot exceed 2’ 6” in diameter. Also a carrier can add a pole mounted 6” microwave dish to that same carrier’s existing rad center platform.

This action will minimize the review work of the TTF Coordinator and the TTFCC Committee members. The time frames for recommendation of these minor modifications will also be reduced.

As a result the short form application can be used for minor modifications such as:

- Changes to the frequencies
- Changes in mounting design
- Replacement-in-kind of existing antennas
- Addition of new antennas to existing antenna mounts
- Placement of microwave dishes that do not exceed 2’ 6” in diameter 5’ above or below that same carrier’s existing rad center platform
- Addition of a pole mounted 6” microwave dish to that same carrier’s existing rad center platform

The short form cannot be used for:

- Increasing the height of the tower or monopole
- Addition of new antenna arrays

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- Addition of new antennas at different heights on the structure except as described above

Short form applications that qualify will be administratively approved by the TTFCC chair. The approval will be made within 30 days of the submittal of a complete and accepted application.

Carrier representatives should begin using the TTFCC short form application if the project qualifies as a minor modification. The form is more concise than the previous one and better identifies the minimum information and attachments that are required.

All information on the documents may be entered into the Word template and saved to a user's computer for printing hard copies to be submitted to the County and Columbia Telecommunications Corp (CTC) and the County. Electronic filings are **not** accepted. As a reminder only three (3) application sets are required; one for CTC and two for the County Permits Office.

TTFCC Members: Stan Wildesen, TTFCC Chair, Department of Environmental Resources; Robert Hunnicutt, Facilities Coordinator, Columbia Telecommunications Corp.; Paivi Spoon, Office of the County Executive; Nate Archey, Office of Information Technology & Communications; Brian Winterwerp, Department of Public Works & Transportation; Debbie Gallagher, Maryland-National Capital Park & Planning Commission; Leslie Jackson-Jenkins, Office of Central Services; Clarence Moseley, Department of Environmental Resources, Lawrence Fryer, Board of Education and Frank Porter, Office of the County Council Administrator

Approved and Issued: August 29, 2008