



MEETING: Site Review Committee
SUBJECT: Utility Pole and Infrastructure
ADDRESS: 66 N 325 E
PRELIMINARY SITE REVIEW
IN ATTENDANCE:

Tyler Kent, Planning Director	(219) 462-1161
Vicki Thrasher, Building Commissioner	(219) 462.1161
Adam McAlpine, Engineering Dept.	(219) 462.1161
Ed Pilarski, Water Reclamation Dept.	(219) 464-4973
Mark Geskey, Utilities	(219) 462-6174
Jon Daly, Fire Department	(219) 462-8325
Brent Dickson, Public Works Dept.	(219) 462-4612
Kyle Kuebler, PC Airport Director	(800) 462-6508

LOCATION: City Hall
DATE: August 2, 2016

PRESENTERS:

Dwayne Williams, Mobilitie
(312) 638-5464 / dwayne.williams@mobilitie.com

Email addresses for the above City of Valparaiso Departments can be found at www.valpo.us.

The following is a summary of discussion at this meeting:

OPENING: The Site Review Committee met to discuss the proposed utility pole and infrastructure installation in the right-of-way at 66 N 325 E. Kent stated that site review is not an approval. Rather, it is a preliminary discussion of the requirements and issues to be considered by the developer or owner. It is possible it will need to come back before site review or to seek other approvals.

EXPLANATION OF PROJECT: Mobilitie is a national public utility company. They are expanding their infrastructure in the cell business and preparing for G5 technology. Most of this technology is data driven. It is small cell placement on a standard Class 1 utility pole. There is a small 3 ft. apparatus at the top that controls the GPS signaling and pinging from the main tower. This is not a traditional cell tower. It is a small booster signal that will expand the signal in Valparaiso. These small poles will open the bottom link on a tower.

STAFF COMMENTS:

ON BEHALF OF BURKMAN: According to the county parcel data, the property ownership is shown going to the centerline of the road for 325 E, meaning a right-of-way corridor width beyond just the limits of the pavement may not exist. Research will need to be done to document the availability of existing right-of-way. It will be necessary to provide this documentation to the Engineering Department. If there is no right-of-way available, an easement from the land owner may be required. Burkman asked where the proposed fiber optic line is intended to run. Williams will supply this information. It will be necessary to provide the proposed size and depth of the foundation. Williams indicated a foundation cut sheet will be provided. Burkman asked for the location of the nearest Mobilitie owned utility pole like the one being proposed in Valparaiso. Williams said they have submitted for locations across Lake County and probably Merrillville and Lake Station will be the closest; however, they are still in plan review but they have been accepted by the Engineer. Submitting photographs of a pole that has been installed is requested. Once all comments and questions have been adequately addressed, a Site Permit from the Engineering Department covering the proposed right-of-way cut is required.

MCALPINE: McAlpine mentioned that the foundation needs to be certified by a structural engineer and provided to the Engineering Department. A soil boring is necessary to show the capacity is adequate. McAlpine asked if there is one standard pole design. Williams confirmed there is one pole design and most of the wiring is on the interior of the pole with the exception of the connection from the power unit up to the top where the GPS and a small antenna are located. McAlpine conveyed that the City is checking with the City's legal counsel regarding more detail about companies locating these types of structures within the public right-of-way or what may be an easement.

KUEBLER: Kuebler said this project must be submitted to the FAA for air space review. It will be necessary to provide proof of this application and the determination from the FAA to Kuebler. Kuebler explained that the FAA will look at how this pole installation will affect future approaches for the airport. This is why the air space review is so important and necessary.

THRASHER: All contractors working on this project must be registered with the City of Valparaiso. A permit will be required for the electrical service

KENT: Referring to Article 2, Section 2.551 of the Unified Development Ordinance regarding Wireless Telecommunication Facilities is necessary. Kent conveyed there are a number of items that need to be addressed and this information must be provided as part of the submittal process. There is a significant amount of review that must be submitted. Kent mentioned that the City is in the process of making some improvements on 325 concerning utility extensions for a project just to the east of this pole installation. Sewer and water will be run to the site. If this pole needs to be removed, will Mobilitie remove the pole without cost? Williams said Mobilitie will remove the pole without cost if it becomes necessary. Kent asked what right Mobilitie has in placing this pole in the right-of-way. Williams said the company is licensed- approved with the State of Indiana Utility Regulatory Commission. Providing data from Mobilitie indicating the company's ability to place this pole in our right-of-way is necessary. Kent asked if there are any other cell towers within a half-mile of this site. Williams said there are and that is why they picked this location. Kent conveyed there is a requirement within the UDO that if there are facilities within a half-mile of any other facility that they be co-located on the existing facility. This information is also in Section 2.551. Williams asked if there is no possibility to co-locate, will Mobilitie be allowed to proceed with this process. Kent advised that it will be necessary to seek a variance through the Board of Zoning Appeals. Kent conveyed a Communication Facilities Report and Visual Impact Statement are required. Providing data showing the existing facilities within a half-mile radius is necessary. Kent asked if there will be screening or a security fence around the pole. Williams said there are no plans for either screening or a security fence.

DICKSON: Since this project does not impact City sidewalks or streets, Public Works provided no comments.

DALY: Daly indicated the Fire Department has no comments at this time.

PILARSKI: Since the project does not require sanitary sewer service, the Water Reclamation Department has no comments on this project.

GESKEY: Geskey stated at this time there are no water, sanitary sewer or storm sewer lines located in this area; however, there are plans to locate a water main in this area. Geskey said providing an engineered diagram of the closest possible point to be able to dig a 10 ft. trench next to the pole to allow for water main, sanitary sewer main or storm sewer main is necessary. If the base goes down 10 ft. and the pole is 120 ft. high, how close in proximity to the base can the Water Department dig? Geskey provided his contact . .

ISSUES TO BE RESOLVED:

Document Right-of-Way (Ensure Right-of-Way Exists) or a Copy of an Easement from Land Owner (if right-of-way does not exist)

Detailed Site Plan

Site Improvement Permit

Electrical Permit

All Contractors Must Be Registered With The City

Zoning Clearance

Provide Photographs of a Completed Pole Installation

Provide Size and Depth of Foundation

Provide Certification by Structural Engineer for Foundation

Provide Soil Boring Information

Provide Copy of Air Space Review Application and FAA Determination

Provide Data Indicating Mobilitie's Ability to Place Pole in Our Right-of-way

Communication Facilities Report (Section 2.551)

Visual Impact Statement (Section 2.551)

Provide Data Regarding All Existing Cell Tower Facilities Within a Half-Mile

Provide Engineered Diagram of Closest Point to Dig 10 ft. Trench Next to Pole