

## MEETING RECORD

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**DATE:** 04/25/19  
**TIME:** 10:00-12:30 PM  
**RE:** Planning and Development Sub-Committee Meeting  
**ATTENDEES:** Jason Licon, Tom Fleming, Josh Birks, Rachel Rogers, Aaron Ehle, Diane Jones, Mike Scholl, and Steve Wolf

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### Begin Meeting Record

#### **Agenda Item #1: Meeting Minutes Review**

- Steve Wolf's term expires in May. His reappointment will be included on the upcoming Airport Commission meeting agenda.
- Diane requested that her comment pertaining to agenda item #3 (Design and Land Use Standards) be changed from "Airport development overlay zone" to "Airport zone". Aaron will set up a meeting with Senior Planner Troy Bliss and Diane to further investigate the topic.

**Tom moved to approve the minutes. The motion, seconded by Josh passed unanimously.**

#### **Agenda Item #2: Oak Valley Homes Intent to Lease Extension Request**

- Jeff James with Oak Valley Homes requested a 90 day extension (from April 1<sup>st</sup>) to the intent to lease agreement that was originally signed on 9/10/2018 and has already been extended twice.
- Initial delay was related to the Airport Commission's decision to require exterior enhancements to the SkyToyz lease and how that would impact this development.
- A site development plan has still not been submitted.
- New policies should be considered to prevent potential developers from tying up land for long periods of time.

**Jason moved to approve extension contingent upon a site development plan and project schedule being provided by May 15th. The motion, seconded by Tom passed unanimously.**

#### **Agenda Item #3: Strategic Work Plan Roles and Progress**

- Master Plan introduction meeting save the date emails have been sent to stakeholders.
- We need to issue a press release for the Master Plan introduction meeting.
- The Airport should serve as an economic driver for a strong employment center within the Airport Influence Area.
- Airport's economic development objectives as they pertain to broader regional context.
  - Transportation
  - Technology/innovation
  - Training (air traffic control, maintenance, pilot)
- The Design and Land Use Standards working group will develop a draft set of standards.
- Staffing Analysis draft report will be completed soon.
- Solicitation of congressional support for remote tower funding will be an ongoing task. Support from new 2<sup>nd</sup> district Representative Neguse should be a focus.
- Jason has organized a meeting with Poudre School District, Thompson R2-J School District, UNC, and Aims to explore opportunities for collaboration.

#### **Agenda Item #4: Open Discussion**

- Police training campus groundbreaking – May 8<sup>th</sup> at 2:30 pm.

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- Mike suggested including the Airport in the City of Loveland's advertisement in OEDIT publication that is distributed nationwide.

**End Meeting Record**