

## MEETING RECORD

Page 1

**DATE:** 08/28/2019  
**TIME:** 03:00-05:00 PM  
**RE:** Planning and Development Sub-Committee Meeting  
**ATTENDEES:** Jason Licon, Josh Birks, Aaron Ehle, Diane Jones, Mike Scholl, Ryan Hayes & Lauren Rasmussen (Mead & Hunt)

---

### Begin Meeting Record

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

- August 28th  
**Josh moved to approve the minutes for both meetings. The motion, seconded by Diane passed unanimously.**

#### **Agenda Item #2: Master Plan Alternatives Analysis Draft Review**

- Preferred Alternatives/Conceptual Development Plan (CDP) Schedule
  - 8/28 – PDSC select preferred alternatives
  - 9/19 – Present preliminary conceptual development plan at Airport Commission meeting and public open house. Solicit feedback
  - 9/25 – PDSC consider Commission and public feedback. Advise Mead & Hunt on final conceptual development plan draft.
  - 10/17 – Present final draft of CDP to Commission for approval.
- Aircraft design groups to be added to alternative maps.
- SE area has enough available land to accommodate forecasted 20 year hangar demand.
- SE triangle area can be used for aircraft and vehicle parking, but building restriction line limits building development.
- CDP will be used to create Airport Layout Plan (ALP).
  - ALP is a planning tool that can be changed. Actual development doesn't have to match ALP.
- Area south of the Police Training Campus has limited access. The likelihood of near-term development is low, but a passive use, e.g., a solar farm, may be an appropriate use.
- Terminal area – smaller loop road enables more flexibility and allows for connection to taxiway system for aeronautical use.
  - Commercial and innovation/technology land uses should be targeted around the terminal area to align with strategic initiatives.
  - Land must be reserved for future terminal expansion.
- Terminal – Mead & Hunt created detailed layouts (one story and two story) to justify square footage recommendation.
  - One story – lower construction costs and easier to expand
  - Two story – more conducive to jetways. Better views.
- PDSC Preferred Alternatives
  - Landside NE – Alternative 1
  - Landside SE – Alternative 1 with vehicle parking lot near corporate hangars and Grumman Taxiway from alternative 2
  - Landside W – Alternative 1
  - Passenger Terminal Area – Alternative 1
  - Terminal – Two story

#### **Agenda Item #3: Development Land Use and Design Standards Draft Review**

## MEETING RECORD

Page 2

- Working group has created draft standards for development
- Three zones created with standards specific to each.
  - Zone 1 Land Use - Existing and new general aviation hangars (mostly Airplane Design Group I)
  - Zone 1 Design Standards - Basic standards with few aesthetic requirements
  - Zone 2 – Land Use - Aviation-related businesses, Fixed-Base Operators, Specialized Aviation Service Providers, Existing and new general aviation hangars, Corporate hangars (Mostly Airplane Design Group II and higher)
  - Zone 2 Design Standards - Similar to arterial industrial standards
  - Zone 3 Land Use - Terminal, Terminal Support facilities, Retail, Services
  - Zone 3 – Similar to general building standards that apply in commercial areas
- Standards should be attached to letters of intent so developers have information early on in the process.
- Legal advice should be sought to determine where standards will reside and how they will be enforced.
- Next Steps
  - Solicit feedback and refine standards
  - Define zone boundaries
  - Prepare final draft of standards to present to the Airport Commission for possible adoption

### **Agenda Item #4: 5220 Gulfstream Ct Hangar**

- Due to time constraints this item has been postponed until the September meeting.

### **Agenda Item #5: Open PDSC Position**

- Due to time constraints this item has been postponed until the September meeting.

### **Agenda Item #6: Open Discussion**

- No open discussion

**End Meeting Record**