

DATE: 2/22/2022
TIME: 3:34 - 4:45 PM
RE: Planning and Development Subcommittee Meeting (PDSC)
ATTENDEES: Tom Fleming, Diane Jones, Jason Licon, Aaron Ehle, Scott Schorling, James Hays, Josh Birks

Begin Meeting Record 2/22/2023

Agenda Item #1: Meeting Minutes – January 25, 2023

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

Agenda Item #2: Strategic Plan

- The strategic plan draft has been updated based on the feedback received by the Commission and PDSC and will be presented for Commission review and approval on March 16.
- We've created a matrix and a Gantt Chart to share information relating to the action items and timelines for completing them.
 - There is a lot of overlap/redundancy between these documents. We need to decide on a format for sharing this.
 - These documents will be useful for the staff and PDSC in carrying out the plan, but they contain a lot of information and may not be well-suited for communicating progress with the Commission/public.
- The key performance indicators still need to be developed.
 - These should be high level indicators of success that relate directly to the action items.
 - A simple progress report or dashboard needs to be created to provide regular updates to the Commission.

Agenda Item #3: Land Use Plan

- The Airport Commission has instructed staff and the PDSC to create a land use plan for Airport property that aligns with the Master Plan but provides additional detail.
 - What does this plan look like? What are the elements? What level of specificity?
 - Map like a “zoning” map that shows:
 - Aeronautical uses
 - Large vs. small
 - Business vs. private
 - Training and education
 - Non-aeronautical uses
 - Corridors, landscaping etc.
 - Utility networks?

- A strategy for improving infrastructure to encourage desired development.
 - How will infrastructure be built out?
 - Publicly provided vs. master development
 - Possibly implement an impact fee system.
 - Marketing materials/tools to attract desired development.
- Who will develop the plan?
 - There are examples from other airports, but most were created by consultants.
- An updated leasing policy will also be created to assist the PDSC and Commission in evaluating and approving development proposals.
- Since we have an immediate need for shovel-ready land for general aviation hangar development and we have already identified a site, it would make sense to focus on that sub-area first.

Updates/Planning/Open Discussion

- The Fort Collins City Council has approved the \$1,000,000 contribution for the terminal on first reading. Second reading will occur on March 7th.
 - The design process will continue into May and construction will begin this summer.
- Both Cities and CDOT Aeronautics Division have committed funding to conduct a governance study.

End Meeting Record