



Meeting Minutes

Joint Meeting

Board of County Commissioners and ASE Design Guidelines Task Force

August 27, 2013

Attendees: Commissioners George Newman, Rachel Richards, Rob Ittner, Michael Owsley and Steve Childs
Task Force Members: Dave Corbin, Jackie Francis, Dorothy Frommer, John Galambos, Meg Haynes, John Krueger, Leslie Lamont, Fred Mosher, Rob Snyder (for John McBride), Jeff Yusem
Staff & Consultants: Jim Elwood, ASE Airport Director, Tim Malloy of TGM Consulting, JD Ingram of Jviation, Bob Felsburg of FHU

Jim Elwood opened the meeting and introductions were made by all present. Mr. Elwood discussed the overall intent of the Guidelines and reviewed the meeting agenda. During his introductory comments Mr. Elwood emphasized that this project is not about designing the passenger terminal building or any other specific facility that might be developed at the Airport. He explained that the design of the terminal building will be a separate and comprehensive process which will include a broad public outreach effort. Mr. Malloy discussed the projects purpose for both the Design Guidelines and the Surface Transportation Best Practices Study. He also reviewed the project meeting process and the public outreach that will be undertaken.

This was followed by a more detailed overview of the components to each of the projects. Mr. Malloy identified the following core values that had been identified through the master plan effort including:

- Maintain a safe and efficient airport
- Retain environmental sensitivity – noise, air quality & visual
- Enhance transit connection
- Blend buildings into the landscape while preserving the small-town feel, enhancing customer service and maximizing views

Mr. Malloy provided a brief review of community planning efforts that provide a framework to the development of the guidelines. These efforts include:

- 2012 Airport Master Plan Update
- Airport Landscape Master Plan
- ASE Design Intent and Specifications for Signs
- 2012 Aspen Area Community Plan Update
- West of Maroon Plan
- Highway 82 Access Control Plan
- Airport Wildlife Management Plan

He advised the Task Force that a further summary of these documents would be provided to them at the next meeting.

JD Ingram provided an overview of applicable standards and regulations including:

- FAA Advisory Circular 150/5300-13A Airport Design
- FAA Advisory Circular 150/5360-13 Planning and Design Guidelines for Airport Terminal Facilities
- FAA Code of Federal Regulations Part 77 Safe, Efficient Use and Preservation of Navigable Airspace
- TSA Recommended Security Guidelines for Airport Planning, Design and Construction

Mr. Malloy closed this section of the presentation with a brief review of both Title X Airport Regulations and Title XI Building and Construction Code of the Pitkin County Code.

Mr. Malloy presented a discussion of the following issues areas that would be the focus of the Design Guidelines:

- Quality of experience
- Scenic impacts
- Neighborhood compatibility
- Sustainability
- Operational
- Construction impacts

He inquired as to if there were additional core values, what peer airports should be evaluated and are there comments regarding the identified issue areas? General discussion ensued with the following comments being made:

- How do we make sure that this document is useful? Liked the idea of the Implementation chapter.
- Need to make certain that we place high value on the traveler experience.
- When looking at alternative transportation options, need to consider how it will be used.
- Need to consider how the airport can best support our prosperous economy.
- Must be very aware of the impacts of the airport on the neighbors.
- It is a balance between supporting the economy and minimizing impacts on neighbors.
- Must consider the types of amenities that will improve passenger experience.
- Should consider enhanced ADA requirements (wants better than minimum standards).
- Integration of transportation will be key.
- Will the task force be given a defined development program to work within? Will the Committee be given all of the Federal regulations?
- Need to consider the small businesses that operate at the airport.
- Although we will not be designing the amenities, we must at least identify the amenities that should be considered in any future design project.
- Will we be identifying things that would encourage airlines to want to operate at the airport?
- Budgetary thoughts always seem to come into play too late in the process. Financial reality should be considered as we develop design guidelines.
- Two airports come to mind which seem to be examples of poor planning:

- DIA - picked the site and then built the airport without rail service. Now they are building the rail, but will need to break people's driving habit. Should have built the rail with the airport and established travel habits early.
- Santa Barbara - built a beautiful airport terminal, but ran out of money and had to accept a low technology baggage handling system.
- Should consider some weighting of criteria to help prioritize. Also need to consider flexibility to adjust to changing TSA requirements.
- Passengers need to know that they are in Aspen by the feel (rather than the signage).

Suggested peer airports to consider for the study included:

- Geneva
- Incheon, Seoul
- St. Thomas, Virgin Islands
- Dallas – Fort Worth
- Kansas City
- Denver

Other general comments received included:

- Should not limit ourselves to airports for ideas related to surface transportation best practices – consider Disney facilities.
- Baggage handling is critical.
- Be sure to include RFTA in this process.
- Research the STTP to see if they have compiled any applicable information.
- Need to focus on hotel shuttle system. Could they share vans?
- Public Art is an important part of the experience.
- Check with NACO to see if they have information on County airports across the country.

Mr. Malloy thanked the participants for their attendance and advised that further information could be found at www.aspenairportplanning.com under Design Guidelines. He also noted that a subsequent Task Force meeting is scheduled for October 8th.