



*In reply, please refer to: 20829663*

November 23, 2005

**MEMORANDUM**

TO: Files

FROM: Scott Hansen  
Jennifer Lutz

REFERENCE: Technical Advisory Committee Meeting  
Airport Master Plan Update  
Carroll County Regional Airport  
Westminster, Maryland

The fifth Technical Advisory Committee (TAC) meeting for the referenced project was held on Thursday, October 6, 2005 at 6:30 pm at the Carroll County Regional Airport (DMW) Fixed Based Operator (FBO) Maintenance Hangar (see attendance list below). Gary Horst called the meeting to order and introduced URS Corporation (URS) personnel in attendance.

Mike Waibel	- URS Corporation
Jennifer Lutz	- URS Corporation
Scott Hansen	- URS Corporation
Ashish Solanki	- Maryland Aviation Administration
Gary Horst	- Carroll County Government
Joe Varrone	- Carroll County Government
Paige Sunderland	- Carroll County Government
Dean Leister	- Carroll County Government
Steve Brown	- Carroll County Government
Deb Effingham	- Carroll County Government
Wray Mowbray	- TAC
Randy Cox	- TAC
Marty Pittinger	- TAC
David Taylor	- TAC
Brian Stites	- TAC
Tina Thomas	- TAC
Jeff Smith	- TAC
Mike Travagli	- Public Participant
Bill Pendergrass	- Public Participant
Edmund Klebe	- Public Participant
James Housel	- Public Participant
Scott Swartz	- Public Participant
William Brown	- Public Participant
Kevin Brown	- Public Participant
Bill Yost	- Public Participant

The following are highlights from the meeting:

### **REPORTS AND STATUS UPDATE**

URS has completed a Final version of Section 1 (Inventory) and draft versions of Section 2 (Aviation Demand Forecasts, Section 3 (Facility Requirements), and Section 5 (Environmental Overview). Electronic copies of Sections 2, 3, and 5 were recently provided to the TAC for review and will be posted on the project website once approved by the TAC. Section 4 (Alternatives) will commence once the above-mentioned sections are approved by the Federal Aviation Administration (FAA), Maryland Aviation Administration (MAA), and the TAC.

### **Draft Aviation Demand Forecasts**

M. Waibel, through the aid of a Powerpoint Presentation, presented the forecasts developed for Carroll County over the next 20-year period. The projections include the total annual operations (take off and landings) and number and type of based aircraft expected at DMW over the next 20 years. M. Waibel explained that the significance of these forecasts was to aid in the planning for required facilities to meet the 20-year demand and that the forecasts 'set the table' for preparation of the next chapter of the Master Plan: Facility Requirements.

M. Pittinger expressed his concern about the methodology of using historical data to predict future operations. He suggested that the numbers were unrealistic and recommended that a more accurate means of obtaining the data be collected prior to the project moving forward. M. Waibel indicated that since DMW is a non-towered Airport, obtaining more accurate data is virtually impossible. M. Waibel stated that the FAA had recently approved a set of forecasts during the preparation of the Environmental Assessment conducted by Delta Airport Consultants in 2003. He indicated that the FAA had instructed URS to use these forecasts as a baseline in preparing the most recent data. M. Pittinger suggested that on-site observations could be conducted that would prove the baseline operational data to be over exaggerated. M. Waibel stated that the goal of this project is to plan in a conservative manner and delaying the project to attempt to gain a more accurate account of the current operations would not alter the overall plan for the airport which will be to extend the runway to accommodate types of aircraft that are currently operating at DMW.

### **Draft Facility Requirements**

M. Waibel presented an overview of the facility requirements at DMW, including the existing and projected demand for T-hangars, corporate hangars, terminal space, public automobile parking, terminal area, and transient and based aircraft aprons.

W. Mowbray indicated that there is a deficiency for the transient corporate hangar space, which is particularly evident in the winter when corporate aircraft remain overnight. Because no deicing facility exists at the Airport, these aircraft are delayed in departing. M. Waibel acknowledged that the typical FAA capacity calculations do not account for the need to temporarily house transients, but acknowledged that DMW should plan for these events accordingly.

A public participant asked whether a lack of T-Hanger space would artificially limit growth at DMW. M. Waibel stated that demand for hangar space can limit growth and that the planning process must take this into account.

M. Pittinger questioned whether new hangars would be Corporate or T-Hanger. M. Waibel indicated that there will be a healthy mix of both types of hangars and that the TAC and the County Commissioners have given general concurrence for planning purposes a re-use plan for the recently acquired parcel

behind the current FBO facility. This plan calls for the construction of at least 72 nested T-hangar units and the number of T-hangar units compared to the number of anticipated based aircraft is much higher than other similar airports in this region.

#### **Draft Environmental Overview**

J. Lutz provided the meeting attendees with a brief summary of the Environmental Overview prepared for the Master Plan, including a summary of the environmental resource categories that would require further study during the Environmental Assessment to be conducted for the proposed development. The Environmental Overview was prepared to identify the potential environmental impacts of the proposed development and to determine the appropriate level of environmental compliance with the National Environmental Policy Act of 1969. Highlights of the Environmental Overview included the following:

- Noise: Aircraft noise was modeled for the existing operational data (2004) as well as for the 5-year, 10-year, and 20 year-planning periods. The majority of off-Airport land within the DNL 65 dB is used for agriculture. A single residence is located immediately adjacent to the DNL 65 dB for 2025.

- Socioeconomic: As a result of the runway extension, Pinch Valley Road would need to be relocated or closed. In addition, approximately 16 parcels would need to be acquired as a result of the proposed development.

- Air Quality: Since the area is currently in non-attainment for Ozone and Particulate Matter, a General Conformity Determination may be required. This would determine if the proposed development would conform to the state implementation plan for controlling air emissions.

- Historic, Architectural, Archaeological, and Cultural Resources: The Environmental Assessment conducted in 2003 determined that two historic properties and several archaeological resources were located within the vicinity of DMW. Further coordination with the Maryland Historical Trust would be required during the Environmental Assessment for the currently proposed development.

- Water Quality: With the increase in impervious surface associated with the proposed development, a more detailed study on the stormwater management facilities at the airport would need to occur.

- Wetlands: A wetland delineation in 2002 revealed the presence of five wetland areas. A Jurisdictional Determination from the US Army Corps of Engineers was received in 2002 and is valid for five years. Since the proposed development would encroach upon these wetland areas, additional coordination would be required with the US Army Corps of Engineers and authorization for filling would need to be obtained.

- Rare, Threatened, and Endangered Species: Coordination with the Maryland Department of Natural Resources (MDNR) in 2002 for the Environmental Assessment identified the potential for the endangered bog turtle within the wetland areas on the Airport. Further coordination and an on-site field survey would be required during the Environmental Assessment.

- Maryland Forest Conservation Act: In accordance with this Act, any project that disturbs more than 40,000 square feet of land requires the preparation and approval of a Forest Stand Delineation (FSD) and Forest Conservation Plan (FCP). The FSD identifies the existing forest cover and environmental resources on site and the FCP outlines the limits of disturbance and identifies the mitigation measures proposed. Both of these documents must be submitted to the County for approval.

Several questions were then asked of the Environmental Overview:

A public participant questioned whether topography affects noise levels. M. Waibel stated that the topography may be a factor, but that the FAA noise analysis software considers land to be flat during analysis.

A public participant asked if there was a minimum flight restriction height for DMW. B. Stites indicated that the minimum was 1,000 foot over Westminster and 500 feet over agricultural land.

A public participant questioned how the noise of different aircraft were evaluated in the analysis. M. Waibel stated that the noise analysis is based on the noise signature for each particular aircraft operating at DMW.

A public participant asked if the runway expansion would lead to an increase in engine run-ups and more noise especially at the north end of the runway. M. Waibel indicated that although aircraft run-ups do create a noise, the direction of the prevailing winds determines which end of the runway aircraft will perform run-ups, and ultimately departures. B Stites indicated that with the end of summer, most of the jet operations will occur from the south end (Runway 34 end) which should reduce the noise to the residents living off of the opposite runway end.

A public participant asked whether shields that he has seen adjacent to run-up areas at certain airports were used for noise reduction. M. Waibel stated that the shields are used to deflect jet blasts away from roadways and other airport structures but may also act to deflect some noise. W. Mowbray also commented that he had seen such a shield at York Airport; this shield was to protect people from jet blasts.

A public participant asked if DMW had flight time restrictions and how they are figured in to the environmental section. M. Waibel stated that the airport accepts flights 24 hours a day. For the noise analysis, aircraft noise occurring between 10pm and 7am is artificially increased by 10 dB.

A public participant questioned if Stage II aircraft currently operate at the Airport. M. Waibel indicated that they do but are being phased out. All of the newer aircraft have the quieter Stage III engines.

A public participant asked whether noise monitors would be installed at DMW. M. Waibel answered that noise monitors may record individual noise events with noise levels well in excess of the 65 dB, however the FAA metric of 65 DNL is a day-night annual average of noise levels. Only if a Part 150 Noise Study were conducted would there be a possibility that noise monitors and other measuring devices would be installed. He added that Part 150 Studies are rare for general aviation airports such as DMW and they typically are funded when the initial noise analysis indicates that a significant amount of incompatible land uses would lie within the 65 DNL contour.

### **Next Steps**

URS indicated their desire to have the project finished in approximately 6-8 months. The FAA/MAA/TAC must approve the submitted sections and then URS can begin the Landside Alternatives, the Business Plan Development and Airport Layout Plan Development. Draft versions of Alternatives and Business Plan Development are anticipated to be completed by January. The County is requesting TAC approval of these remaining draft sections in January. URS would like to meet with airport tenants over the landside layout within the next few weeks.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

G. Horst asked the TAC members to vote on the draft Sections presented at the meeting. TAC members then voted: 6 TAC members accepted; 1 member abstained.

**OPEN DISCUSSION**

None.

**ANNOUNCEMENTS**

None.

**NEXT MEETING DATE**

A meeting date was not set; however, a tentative time frame of early December 2005 was discussed.

**ADJOURNMENT**

The meeting was adjourned at 8:00 p.m.

This represents URS' understanding of the main topics discussed during the referenced meeting concerning DWM. All comments received on the Draft Minutes were incorporated.

cc: TAC Members  
T. Priscilla, FAA  
A. Solanki, MAA