

2/21/95

**Department of Public Works**

**BOARD OF SUPERVISORS**  
RUBEN BARRALES  
MARY GRIFFIN  
TOM HUENING  
TED LEMPERT  
MICHAEL D. NEVIN



**COUNTY OF SAN MATEO**

NEIL R. CULLEN  
DIRECTOR

10 TWIN DOLPHIN DRIVE, SUITE C-200 • REDWOOD CITY • CALIFORNIA 94065-1065 • PHONE (415) 363-4100 FAX (415) 594-9980

Mr. Jim Marsh  
Mid Coast Council  
P.O. Box 54  
Moss Beach, CA 94038

February 16, 1995

Dear Mr. Marsh:

**RE: HALF MOON BAY AIRPORT MASTER PLAN**

San Mateo County is beginning the process of preparing an Airport Master Plan for the Half Moon Bay Airport. The study, which will be prepared by the airport consulting firm of Coffman Associates, Inc. will provide recommendations which will assist the County and surrounding communities in the areas of airport development. The study will benefit all residents of the area by providing a comprehensive plan which supports and balances the continued growth of aviation activities while at the same time remaining sensitive to the local environmental concerns.

The key to the success of a study of this nature is public input and participation. As the first step in achieving this goal, a Planning Advisory Committee (PAC) is being formed to assist in providing objective evaluations and input. We respectfully extend an invitation to two individuals to be designated representatives from the Mid Coast Council to serve on this important committee. This will involve attending approximately four (4) Committee meetings over the next 12 months and reviewing and commenting on the study material as it is prepared. It is anticipated that our first formal committee meeting will be held sometime in late March or early April. A notice of this meeting with details regarding date, time and location, will be sent out in advance.

We would appreciate confirmation of your representatives participation on the Planning Advisory Committee by February 28, 1995. Please let me know who your designated representative will be.

Mr. Jim Marsh  
**RE: HALF MOON BAY AIRPORT MASTER PLAN**  
February 16, 1995

Page 2

In the meantime, if you should have any questions about your role on the committee or about the study itself, please don't hesitate to call me at (415)573-3700.

Very Truly Yours,



Gary E. Petersen  
Airport Manager

GEP:ll

cc: Neil Cullen  
Mr. James Harris, Principal, Coffman Associates, Inc.