

## NOTES

### Project Kick-off Meeting- November 8, 2012

*Note: Presentation included a PowerPoint that is available for review.*

---

#### 1. INTRODUCTIONS

- Introduced Project Team and Planning Advisory Committee (see attendance list)
- Discussion of PAC roles and responsibilities – “PAC Roles and Responsibilities” summary sheet was provided in the PAC notebooks. It defines the roles of the Port, Consultant, and PAC members. The Consultant is responsible for providing the technical content and expertise to guide the planning process and ensure compliance with FAA standards. The PAC members are charged with providing input on the process and project deliverable to help guide the planning process. The Port is the ultimate decision making body that must factor in all of the input received along with fiscal and operational concerns to make the decision that are in the best interest of the airport and the Port.

#### 2. PROJECT OVERVIEW

The Airport Master Plan project will update the 2004 Airport Master Plan for the airport. The master plan includes a sequence of tasks that are prescribed by the FAA. The current plan will build on the 2004 plan and confirm or reevaluate development options for the airport. Other planning studies like the SKIA Sub Area Plan to make sure that the proposed development alternatives are consistent and complementary to the plan. The ultimate goal of the planning process is to identify the forecast demand for the next 20 years and identify an efficient development scheme to accommodate that demand on the airport.

##### FAA Funding

- Federal Airport Improvement Program (AIP)
- Funding for Airports in the National Plan of Integrated Airport Systems (NPIAS)
- Up to \$150,000 per year in general aviation “non-primary entitlement” (NPE) grants
- NPE Funds can roll over for 4 years
- 10% local match required under current program
- FAA Discretionary Grants available for high priority large projects on a limited basis

##### FAA Funding Requirements

- FAA Funding is only available for projects that are consistent with FAA design standards. Projects must be included on the FAA approved Airport Layout Plan

- The airport sponsor must sign grant assurances when funding is received that commit the airport to maintain facilities paid for with FAA grant funding for 20 years for construction projects and in perpetuity for land acquisition
- For most General Aviation airports, FAA funding is a vital component of the funding necessary to maintain the airport

#### **FAA Design Standards**

- Applicable design standards for an airport are determined by the Design Aircraft, or family grouping of similar aircraft.
- The Design Aircraft is defined as the most demanding aircraft that uses an airport and has at least 500 take offs and landings annually

#### **KEY WORK ELEMENTS:**

- Inventory of Existing Conditions and Activity
- Airport Land Use & Market Analysis
- Aviation Activity Forecasts
- Define Planning Assumptions (design aircraft, etc.)
- Demand-Capacity & Facility Requirements Analyses
- Identify and Evaluate Development Alternatives
- Define Preferred Alternative
- Environmental Review
- Prepare 20-Year Airport Capital Improvement Program
- Prepare Airport Layout Plan Drawing Set

**Inventory**- document and evaluate existing facilities and conditions. The inventory is a snap shot in time to document current conditions at the airport. This includes a summary of all airport facilities, their condition, and conformance with FAA design standards. The inventory serves as the initial building block in the step by step sequence prescribed by the FAA for airport master planning.

**Forecasts** -define current activity and project future aviation activity over the twenty-year planning period:

- Based Aircraft – identify aircraft by type and airport reference code.
- Aircraft Operations – we will work to get the most accurate number that we can given that the airport is non-towered. We will do this through surveys of as many users as possible. We will look at military operations and other known users of the airfield. We will look at trends based on fuel sales and FAA defined ratios that are applied to based aircraft to get the best picture of current activity at the airport.
- Design Aircraft (Current/Future) – The design aircraft is the most demanding aircraft that has a minimum of 500 take offs or landings a year. The significance of the design aircraft is that it is the aircraft or family of aircraft that determine what design standards are used for planning.
- Specific Activity Breakdowns (Peaking, Aircraft Fleet Mix, etc.)

- Based on the estimate of current activity, we will consider local and national trends in aviation and population growth to develop forecast for the 20 year planning period. This will provide us with a number of based aircraft broken out by type that need to be accommodated at the airport through the 20 year planning horizon.

**Airport Facility Requirements** – The facility requirements is the step in the process where all of the facilities that are required to meet the forecast demand are identified. This could be a number of t-hangars, box hangars, along with parking aprons and other facilities. It is also the point where we identify modifications to existing facilities to meet current FAA standards.

**Airport Development Alternatives**- create options for developing new facilities to meet forecast demand and facility requirements. This is where the facilities identified in the facility requirements are physically located on the airport. This will include not only the hangars, aprons, runway extensions, but also all of the other taxiways, taxilanes, utilities, etc. that are necessary to facilitate the required development. At this point we will also provide a constructability review to make sure that everything that is proposed in the alternative is constructable and if costs are significantly different between competing alternatives, that those cost are understood. The process for the development alternatives is:

- Prepare and Present Draft Preliminary Options
- Public and Planning Advisory Committee Review
- Refine Option Elements Based on Input
- Prepare and Present Preliminary Preferred Alternative
- Public and Planning Advisory Committee Review
- Additional Refinement (as needed)

**Integration of Airport Master Plan and Airport Business Plan projects** – Port has undertaken a business plan project that will run concurrently with the Master Plan project.

- Provides gained efficiencies because similar data is collected and used for analysis
- Allows both planning efforts to be integrated and consistent, focused on common goals

#### **Desired Outcomes**

- Maintain the airport's current aeronautical capabilities and accommodate future needs, while meeting FAA standards.
- Create an effective improvement program that establishes clear priorities that are financially feasible
- Upgrade airport capabilities based on safety needs, technology, etc.
- Minimize impacts on surrounding property owners and neighbors

### 3. DISCUSSION OF KEY ISSUES SPECIFIC TO THE BREMERTON NATIONAL AIRPORT

#### Development Needs

- Runway, Taxiway Improvements – Current runway facilities are good. They are generally overbuilt for the current class of aircraft using the airport based on original military construction. The pavement can accommodate all GA aircraft and up to commercial service/transport aircraft. The FAA allowed the airport to maintain the wider than standard runway because it would have cost more to deal with drainage issues and relocating the runway lights.

Parallel runway for smaller GA aircraft was shown in the previous plan. The need for a parallel runway will be reevaluated during the planning process. The need is driven by traffic volume and will be balanced against higher construction costs for landside facilities if a parallel runway pushes development farther to the east. The parallel runway location is on the most readily developable land on the east side.

The existing taxiway system with 7 connecting taxiways is good. The taxiways are slated for rehab with design in FY2013 and construction in FY2014. The question was asked if the FAA would fund improvements to Taxiway A. They will not because the taxiway is closed. If through the planning process, the taxiway can be reactivated, it would become eligible for FAA funding.

- Terminal areas – The majority of the developable land on the west side has been used. The majority of the 20 year demand will have to occur on the east side. In airport planning we typically plan for the demand identified through the forecasts and facility requirements and then double it to provide a 20 year aviation reserve.
- Aircraft Parking Apron, Hangar Space (T-hangars, individual hangars, commercial hangars) – Will need to be accommodated largely on the east side. Will need to look at how to provide a variety of types and sizes to meet demand.
- Air Traffic Control Tower – The threshold for a tower is typically between 100,000 and 150,000 annual operations. The estimates for BNA have been around 48000-58000. So at this point you are below that. We will look at locations where a tower could be sited to be held as a reserve area for the future.
- Corporate Aviation Services – Generally pretty good. Will review need for additional services on the east side as development occurs.
- Commercial Air Carrier Feasibility - Do you think we should plan for commercial service? It has been discussed and we will look at it and the Allegiant model used at airports like Bellingham. The good news is the runway and airport facilities can accommodate commercial service currently. The FAA will let us take a look at it and we can use a reserve for terminal planning. Have had some interest from commercial carriers but they needed 7000 feet of runway. That is one of the reasons to look at using declared distances and displaced thresholds to increase the runway length available. The Port did a ticket lift study in 2007 that contacted residence by zip codes to determine the top 25 destinations that people would to go. They also surveyed business support- fairly low at this point. The model typically is that a community comes up with funding to bring in commercial service. Often when funds to support airline are used up the airline goes away. The good news is that you can facilitate demand when it occurs.
- FAR Part 139 assessment (related to potential future airport commercial air service) - Commercial service would require Part 139 Certification, ARFF, Security, Etc. The airport had a Part 139 Certificate until 2004, but was too expensive- 150k to 200k a year. Could get certification in the future if needed.
- Airport Security – Fencing and security is generally good based on prior part 139 certification requirements. Will look at new security issues created as development occurs on the east side.

- Vehicle Parking – consider adequate parking for future facilities.
- FBO Facilities - consider location for east side FBO facilities, should there be demand for it.
- Aircraft Fuel Storage Areas – will look at existing fuel facilities. They may need to be replaced on the west side. Also look at what will be needed for the east side.
- Airfield Lighting, Runway Markings, Signage – BNA has first class lighting for an airport of this classification. Will look at additional upgrades including a MALSR/approach lights on the runway 01 end. When the runway is restriped, the designation will change which will also require upgrades to the taxiway signs.
- Instrument Approach Upgrades/Navigational Aids - BNA currently has an NDB. Has asked the FAA if it can be removed. Will look at requirements for ADSB protection area. Would like to see AWOS upgrades identified in the plan.
- Utilities, Fire Protection - Will assess requirements and costs to serve development on the east side.
- Stormwater Drainage System Requirements – Will utilize previous work conducted by Parametrix to develop a detailed base map of the site. Need to understand how stormwater issue could impact develop areas and costs. Will need to consider how much land needs to be set aside for retention and detention.
- Wildlife Hazards – A full Wildlife Hazard Assessment is planned for 2015. The Port routinely coordinates with USDA regarding wildlife issues on the airport. They are on site several times a week. The Port also has a harassment program to discourage wildlife from the airport.

#### Key FAA Design Standards

- Runway Length
- Clear Approaches
- Lateral Clearances
- Runway Safety Area (RSA)
- Object Free Area (OFA)
- Obstacle Free Zone (OFZ)

#### **4. NEXT STEPS - Next meeting February 12, 2013**