

ATTACHMENT

Typical Elements of an Airport Master Plan

- 1) **Pre-planning** – The pre-planning process includes an Initial Needs Determination, Request for Proposal and Consultant Selection, Development of Study Design, Negotiation of Consultant Contract, and Application for Study Funding.
- 2) **Public Involvement** – Once the consultant team is under contract and has been issued a notice-to-proceed, establish a public involvement program and identify and document the key issues of various stakeholders.
- 3) **Environmental Considerations** – A clear understanding of the environmental requirements needed to move forward with each project in the recommended development program.
- 4) **Existing Conditions** – An inventory of pertinent data for use in subsequent plan elements.
- 5) **Aviation Forecasts** – Forecasts of aeronautical demand for short-, medium-, and long-term time frames.
- 6) **Facility Requirements** – Assess the ability of the existing airport, both airside and landside, to support the forecast demand. Identify the demand levels that will trigger the need for facility additions or improvements and estimate the extent of new facilities that may be required to meet that demand.
- 7) **Alternatives Development and Evaluation** – Identify options to meet projected facility requirements and alternative configurations for each major component. Assess the expected performance of each alternative against a wide range of evaluation criteria, including its operational, environmental, and financial impacts. A recommended development alternative will emerge from this process and will be further refined in subsequent tasks. This element should aid in developing the purpose and need for subsequent environmental documents.
- 8) **Airport Layout Plans** – One of the key products of a master plan is a set of drawings that provides a graphic representation of the long-term development plan for an airport. The primary drawing in this set is the Airport Layout Plan. Other drawings may also be included, depending on the size and complexity of the individual airport.
- 9) **Facilities Implementation Plan** – Provides a summary description of the recommended improvements and associated costs. The schedule of improvements depends, in large part, on the levels of demand that trigger the need for expansion of existing facilities.
- 10) **Financial Feasibility Analysis** – Identify the financial plan for the airport, describe how the sponsor will finance the projects recommended in the master plan, and demonstrate the financial feasibility of the program.