Aurora State Airport
Master Plan
Scope of Work Overview

PRESENTED TO THE OREGON STATE AVIATION BOARD
JULY 15, 2021
BY HEATHER PECK – PLANNING / PROGRAMS MANAGER
Overview

Aurora State

Upcoming Master Plan Process

- Components
- Schedule
- Public Involvement Program
- FAA Involvement
- State Agency Coordination (SAC)
- NEPA & Planning
- Work Order Contract Information
- Key Team Members
Purpose of a Master Plan

Airports are transportation facilities that undergo periodic planning. These Airport Facility Planning Projects are called Airport Master Plans and for NPIAS airports they are required by the Federal Aviation Administration (FAA) and Federally Funded by the FAA. Because of the federal funding the Master Plan components are relatively rigid and set for by the FAA.

- ALL Master Plans differentiate from federal, state, or region-wide planning efforts.
- Airport Master Plans are a comprehensive study of an individual airport to determine the short-(0-5 yrs), medium-(6-10 yrs), and long-(11-20 yrs) term development plans to meet design standards and future aviation demand in a safe, sustainable, and cost-effective manner.

- Airport Master Plans that are driven by the Federal Aviation Administration (FAA) processes are very specific to the needs of the specific airport facility.
  - Task Items and Work Product must adhere to very specific FAA standards and guidance. Any deviation (i.e., Modification to Standards (MOS)) must be approved by the FAA Airport District Office (ADO) or FAA Headquarters (D.C.). Once a scope of work has been approved by the FAA and a Planning grant has been issued no revisions can be made to that specific Planning grant.

- Master Plans typically have a shelf-life of 10-20 years.
  - It is time for a new Master Plan at the Aurora State Airport.
Past Planning Efforts Affecting Aurora State

Prior Master Plans

- 1976
- 2000
- 2012

While these documents will be referenced for their historical value, this Project will gather fresh data for all project components, as outlined in FAA Advisory Circulars.

Of particular note, the Air Traffic Control Tower will provide a more accurate count of aircraft operations and fleet mix data than was available for prior master planning efforts.

Other Relevant Planning Efforts

- Constrained Operations Runway Justification Study (2019)
- Local Comprehensive, Transportation System, and Utility Plans to incorporate
Master Plan Components

The Board has been previously briefed on standard Master Plan works items, as shown here:
Aurora State Master Plan Components

Task Items from the FAA-approved Scope of Work (SOW) mirror the process shown on the prior slide. Full text of SOW provided in read-ahead materials.
Aurora State Master Plan Components

**Working Paper #1**
- Introduction
- Inventory / Existing Conditions Analysis
- Aviation Activity Forecasts

**Working Paper #2**
- Facility Requirements
- Development Alternatives

**Working Paper #3**
- Implementation Plan (Strategies & Actions; Financial Plan)
- ALP Drawing Set
- Solid Waste & Recycling Plan

Draft Materials will be submitted via three Working Papers
### Proposed Schedule

<table>
<thead>
<tr>
<th>Contract Begins (July 2021)</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
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</thead>
<tbody>
<tr>
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<td>sep</td>
<td>oct</td>
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<td><strong>AGIS Survey</strong></td>
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<td><strong>Existing Conditions Analysis</strong></td>
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<td><strong>Aviation Activity Forecasts</strong></td>
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<td><strong>FAA Review (Forecasts)</strong></td>
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<td><strong>MOS Analysis</strong></td>
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<td><strong>FAA Review (MOS Analysis)</strong></td>
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<td></td>
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<tr>
<td><strong>Facility Goals &amp; Requirements</strong></td>
<td>2</td>
<td></td>
<td></td>
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<tr>
<td><strong>Development Alternatives</strong></td>
<td>3</td>
<td>4</td>
<td>5</td>
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<td><strong>RPZ Analysis</strong></td>
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<td><strong>FAA Review (RPZ Analysis)</strong></td>
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<td><strong>Strategies &amp; Actions</strong></td>
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<td><strong>Financial Plan ALP Drawing Set</strong></td>
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<td><strong>FAA Review and Approval (ALP)</strong></td>
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<td><strong>Working Papers (WP) /Final Report</strong></td>
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<td>WP #3</td>
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**Legend:**
- FAA Review
- PAC Mtg
- Regional Stakeholder Mtg
- FAA Coordination Mtg
Public Involvement Program

Advisory Committee Meetings (always open to public)
- Seven (7) Planning Advisory Committee (PAC) Meetings, possibly up to nine (9)
- Citizen Advisory Committee (CAC) may be developed (if CAC is developed and implemented, these meetings will be held publically, in accordance with FAA guidance)

Public Information Meetings / Open Houses
- Four (4) Open Houses: two (2) in-person and two (2) virtual

Stakeholder Meetings
- To be scheduled, as needed, with community, special interest, and neighborhood groups (Only if CAC is Developed)

Public Awareness Campaign
- Informational and educational materials will be posted to the project website, along with Meeting Information and Working Papers.

1 Per FAA Advisory Circular 150/5070-6B, Airport Master Plans
Planning Advisory Committee (PAC) Membership: To Date

AABC/TLM Holdings - Ted Millar
    AAIA - Bruce Bennett
    Aurora ATC - TBD
    Aurora CTE, Inc - Bill Graupp
    City of Aurora - Brian Asher
    City of Canby - TBD
    City of Wilsonville - Julie Fitzgerald
    Clackamas County - Tootie Smith
    Columbia Helicopters - Rob Roedts
    DLCD - Matt Crall

Lynx Aviation, FBO - Tristan Dorian
    Marion County - Danielle Bethell
    Marion County Planning Dept. – Austin Barnes
    ODA - Tony Beach, Airport Manager
    ODOT - Naomi Zwerdling
    Oregon Aviation Board - John Barsalou
    Oregon Farm Bureau - Mary Anne Cooper
    PAAM - Tony Helbling
    Governor’s Office - Regional Solutions - Jody Christensen
    Vans Aircraft - Rian Johnson
    Willamette Aviation, FBO - David Waggoner

Wilsonville Chamber of Commerce - Kevin O’Melley
Citizen Groups Requesting to Participate as PAC/CAC Member(s)

Charbonneau Country Club - TBD
Deer Creek Estates - TBD
Prairie View Estates - TBD
Aurora-Butteville-Barlow CPO - TBD
1000 Friends - TBD
Friends of French Prairie - TBD
Seismic/Wildfire/Emergency Management – DEOM – TBD
Local Farmer’s Representative - TBD
FAA Involvement

The FAA only approves components of the Master Plan:

- Forecasts
- Selection of Critical Aircraft
- Airport layout plan (ALP)

From these elements, FAA makes a determination regarding eligibility of Airport Improvement Program (AIP) funding for proposed development.

Approval of these items does NOT constitute approval for design or construction. All federally-funded projects must undergo additional National Environmental Policy Act (NEPA) review.

Once FAA approves the final Master Plan ALP, the ODA Board may approve with the master plan upon staff recommendations.
SAC Agreement

The State Agency Coordination (SAC) Program and Agreement’s purpose is to assure ODA’s land use programs are carried out in compliance with statewide planning goals, in a manner that is compatible with acknowledged comprehensive plans.

Draft Plans are distributed to all parties of record to identify conflicts and ensure coordination with local comprehensive plans within the governing jurisdiction (however, ODA will distribute the draft plan to all interested parties and neighboring jurisdictions as well.)

- Per Department of Land Conservation and Development – ORS 187.180; OAR 660-30 & 31

The Aurora State Airport Master Plan effort will be in accordance with OAR 738-130, as it includes Federal, State, Local, Special Districts, and Interested Parties with multiple public meetings.
NEPA Process & Master Planning

Good planning is the foundation for project justification and Purpose & Need (P&N). Please Note: there is no NEPA or Environmental Action of a Master Plan. NEPA & EA’s are defined by the Purpose and need statements and will be done when the projects they are associated with. The environmental component of a master plan is only an overview to inform the development of the NEPA scope at project design for implementation.

The P&N statement is key to successful Environmental Analysis:

- Establishes the reason why a project is being proposed.
- Clearly describes the Proposed Action in a well-defined, concise statement.
- Regardless of NEPA review level (Categorical Exclusion, Environmental Assessment or Environmental Impact Statement), FAA will not approve funding if the P&N statement is weak or lacking proper justification.

Justification for P&N is a product of solid planning =

Recent planning, backed up with strong data and forecasts.
NEPA Process & Master Planning

To ensure any proposed project is NEPA Review-ready, the Planning Team has addressed several items in the SOW:

- Inventory of environmental categories early in process
- Review of potential environmental impacts from proposed Development Alternatives and address potential mitigation/avoidance, if necessary
- Anticipated Environmental Review efforts to be built into the CIP
- Strong Public Involvement Program
- Bi-Weekly FAA Coordination Meetings (FAA is Lead Agency for all NEPA)
Century West Engineering has been retained as Prime for this Master Plan Contract.

- Century West’s aviation project experience includes all elements of airport environmental studies, planning, design, and construction management.

Teaming:
- JLA Public Involvement will head up public relations and meeting facilitation.
- David Evans and Associates will conduct an environmental inventory, as well as a brief of potential impacts from Development Alternatives.

Total budget, not-to-exceed amount, for the Work Order Contract is $974,764.
Key Project Team Members

**Oregon Department of Aviation**
- Betty Stansbury, Director, Project Sponsor
- Heather Peck, Project Manager
- Sarah Lucas, Aviation Planning Project Coordinator
- Seth Thompson, Land Use Project Coordinator

**Century West Engineering**
- Matt Rogers, Project Manager
- David Miller, Senior Planner
- James Kirby, Project Engineer
Thank You.

QUESTIONS? HEATHER.PECK@AVIATION.STATE.OR.US