



**Airport Master Plan  
Planning Advisory Committee  
Wednesday September 19, 2018 | 10:00 A.M.  
Port of Skagit Offices  
15400 Airport Drive  
Burlington, WA 98233**

**Welcome**

Sara Young (Director of Planning and Facilities / Airport Manager – Port of Skagit) welcomed the members of the planning advisory committee (PAC). She indicated the need to update the master plan to achieve the near and long-term goals of the airport. The primary goal being to create a positive environment for economic growth in the region.

**Presentation**

Patrick Taylor (Project Manager – Coffman Associates) handed out project workbooks to each PAC member. Contained there-in was an introduction chapter and a glossary of terms. The workbooks are available for PAC members to consolidate draft chapters of the master plan. Other handouts included a graphic of the role-of-the airport, a graphic of the master planning process, and a sheet to facilitate a SWOT (strengths, weaknesses, opportunities, threats) discussion during this meeting.

Patrick Taylor discussed the master plan process referring to the handout. He explained that the master planning process follows guidance from the FAA. The PAC will be provided draft chapters prior to each PAC meeting for review. A total of four meetings, including this meeting, are planned. Three public information workshops are planned in the evening on the same days as the PAC meetings.

Patrick Taylor began by describing the purpose of a master plan study. The following bullets were displayed on the powerpoint presentation:

- To develop a visioning document;
- To address local and national changes in the aviation industry;
- To plan for potential capital projects;
- To identify on-airport aviation and non-aviation land uses;
- To address FAA and airport priorities;
- To obtain FAA approval of the forecasts for the airport;
- To obtain FAA approval of the Airport Layout Plan (ALP) for the airport;
- To increase stakeholder/public awareness of the airport's goals and objectives;
- To maintain communications with the FAA.

Patrick Taylor then covered some of the primary planning considerations to be covered in the master plan. These included:

- Airport Reference Code (ARC) D-II applies to the airport today and is represented by large business jets;
- Runway extension justification;
- Pavement strength considerations;

- Runway protections zones/land use compatibility;
- Future hangar development (type, size & location);
- On-airport land use (aviation and non-aviation);
- Update the airport layout plan (ALP);
- Last master plan 2007/2005 base year.

Patrick Taylor made a presentation covering the role of the PAC. The following summarizes the role of the PAC members:

- To provide input to the consultant and the airport on the development of the master plan;
- To represent their organizations and to communicate back to their organizations;
- To serve in a non-voting advisory role;
- To attend PAC meetings or send someone in their place;
- To provide comments on their review of the draft material.

### **SWOT Discussion**

Patrick Taylor led a discussion of the group utilizing the SWOT analysis handout, which was designed to elicit thoughts from each member. Mr. Taylor began by discussing the stated airport position to explore the feasibility of a longer runway during the master plan. He indicated that FAA design standards must be met to the greatest extent feasible when considering a runway extension. Mr. Taylor demonstrated through graphical presentation that extending the runway will require other alterations to meet the FAA design standards. Analysis to be conducted during the master plan process will examine all implication of planning for an extension of the runway.

The following is a summary of comments received during the SWOT round table:

- It is a goal of the commission for the airport to be self-sufficient, however it is more important for the Port to support overall regional economic development and job growth. The overall economic impact is in the many millions of dollars.
- The economic development folks have not been able to pursue companies because of the limitation of the runway length, especially around the aerospace sector.
- Port of Skagit acquired approximately 100 acres, not on airport, to the east for business development.
- In some ways the airport is land limited due to wetlands.
- Existing wetlands to the east of Taxiway A are a limiting factor.
- Prefer an unconstrained look at a future layout and don't plan facilities around any specific wetland. Wetlands can be mitigated.
- The triangle area between the runways is challenging to access and build out.
- Consider a parallel taxiway on the west side of Runway 11-29 to facilitate development of the triangle.
- When considering runway length justification, it would be helpful to identify operations that the airport is missing due to current runway length limitations.
- Targeted approach to the business traffic.

- Runway 4-22 has an uncertain future. Not currently FAA funded. Should it be maintained and if so, at what level of local investment. Area wind patterns do not currently support the crosswind runway. During recent maintenance of Runway 11-29, having runway 4-22 available was of great value. When the FAA looks at funding a runway, the FAA looks at it from a technical perspective. The Port looks at it for its economic value. In some ways there may be value in not having FAA funding for the crosswind.
- Questions about the alternate grass landing strip (AGLS). Currently closed.
- Don't be afraid to redevelop existing aging hangars. Focus on big picture.
- Problem with runway length is not landing length but it is takeoff length.
- Runway extension may lead to road relocation as well.
- Identify synergies between the airport master plan with the Regional Transportation Plan (RTPO).
- Consider the influence of other area airports like Arlington, Paine Field, etc.

### **Wrap Up**

- Preliminary schedule for next meeting on December 5<sup>th</sup> to cover Inventory and Forecasts.