



FAIRBANKS INTERNATIONAL AIRPORT EASTSIDE MASTER PLAN UPDATE

Public Involvement Plan

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Prepared for:

State of Alaska
Department of Transportation and Public Facilities
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ACRONYMS

AMP.....	Airport Master Plan
AOPA	Aircraft Owners and Pilots Association
AOC	Airport Operations Committee
DOT&PF.....	State of Alaska Department of Transportation and Public Facilities
FAI	Fairbanks International Airport
FAI GAA	Fairbanks International Airport General Aviation Association
FAA.....	Federal Aviation Administration
PIP	Public Involvement Plan
UAF CTC.....	University of Alaska Fairbanks, Community and Technical College



1.0 INTRODUCTION

1.1 Project Area Description

Fairbanks International Airport (FAI) is preparing the FAI Eastside Master Plan Update, with the help of DOWL, an airport planning firm. The primary objective of the Fairbanks International Airport Eastside Master Plan Update will be to assess Eastside airport issues, needs, and priorities, and prepare a 20-year development plan.

1.2 Schedule

The Master Plan Update will be conducted over the next 15 months (Figure 1). However, please check the website (www.FAIEastsideMasterPlan.com) for schedule updates.

FAI Eastside Master Plan Schedule															
TASKS AND SUBTASKS	2018												2019		
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Notice To Proceed	NTP														
Task 1 - Public Involvement															
Kickoff Meeting		K													
Public Involvement Plan, Email List, Website															
Web Survey		D		F											
Advisory Committee			AC					AC			AC				
Public Open House								POH			POH				
Milestone Meetings with FIA							MM			MM					
Task 2 - Inventory															
Office Inventory															
Field Inspection and Interviews															
Task 3 - Forecasts															
Data collection															
Forecast					D	F									
Task 4 - Requirements/Concepts															
Requirements															
Preliminary Alternatives															
Revised Alternatives															
Task 5 - Alternatives Analysis															
Task 6 - Recommendations and Implementation Plan															
Recommended Alternative															
Implementation Plan															
Task 7 - ALP															
Task 8 - Airport Master Plan															

K = Kickoff Meeting; D=Draft; F = Final; MM = Milestone Meeting; NTP = Notice-to-Proceed; POH = Public Open House

Figure 1: FAI Eastside Master Plan Schedule



2.0 PUBLIC OUTREACH

Public involvement will begin early and continue throughout the project using multiple avenues of participation. The project team will draw upon a variety of resources for this public outreach effort. Tools were designed to ensure that public concerns and key issues are identified and considered, and to demonstrate the DOT&PF's commitment to considering public feedback. Public involvement tools vary in approach, and provide a variety of methods for stakeholders to participate in the process. The timing of key public involvement events is described generally within the schedule shown in Figure 1.

2.1 Public Involvement Tools

Listed below in alphabetical order.

Advertisements

The project team will advertise meetings, surveys, and other outreach efforts on the State of Alaska's Online Public Notices page (<http://aws.state.ak.us/OnlinePublicNotices/>), and via the project email list and e-flyers. Social media sites such as Facebook may be used as well.

Comments (Collection and Reporting)

Comments received electronically (email/website), by phone, verbally throughout the project, during public meetings, or in writing will be considered formal public comments.

Formal public comments on the final master plan report and project team responses will be recorded in a comment database that is sortable by name, date, or keyword. Comments received verbally will be attributed to "anonymous." Duplicate comments by the same person will only be recorded once in the database. Meeting minutes (such as those from the Advisory Committee or drop in interviews) will not be included in the comment database as they are considered part of a working dialogue and will have already been documented. A Comment-Response Summary Report will be updated and posted to the project website (www.FAIEastsideMasterPlan.com) when the final report is posted to the website at the end of the project.

Email

DOWL will use the project email address (faieastsidemasterplan@dowl.com) to solicit comments, advertise meetings, and provide project updates. An email distribution list will be created that includes addresses for leaseholders and permit holders provided by FAI. Other potential stakeholders (identified in Table 2) will be included on this list. To join the project email list, send an email to faieastsidemasterplan@dowl.com.

Project Flyers

Project flyers will be available at open houses, Master Plan Advisory Committee meetings, and on the project website. They will be used throughout the project to inform the public of key milestones, project progress, and upcoming meetings.



Informal Interviews

DOWL will conduct informal interviews of airport users early in the project. Key tenants and stakeholders such as the airport leaseholders, permit holders, and businesses will be interviewed.

Master Plan Advisory Committee

A Master Plan Advisory Committee with aviation and non-aviation advisors will be formed and called upon to comment on the master plan process and findings. This committee will be made up of various aviation stakeholders and will advise the project team at key stages of the project. This committee will meet up to three times throughout the project (see Figure 1: FAI Eastside Master Plan Schedule).

The project team will let all participants know that the Advisory Committee meetings are a working dialogue and if participants wish to submit a formal comment, they should do so in writing. At the end of each Advisory Committee meeting, the public will be invited to ask questions or make comments. These comments will be noted in the meeting notes. Meeting notes will be posted to the project website.

Table 1: Advisory Committee Members Invited by Organization

Organization	Number of Representatives
Aircraft Owners and Pilots Association (AOPA)	1
Alaska Airmen’s Association	1
CAP	1
FAI private pilot (wheeled/ aircraft)	2
FAI private pilot (chief pilot)	2
FAI Eastside businesses	6
FAA Airports Division	1
FAA Runway Safety	1
FAI ATC Manager	1
FAI NATCA	1
FAI GAA	1
FAI Leasing	1
FAI Maintenance	1
UAF CTC	1
Total members	21



Public Meetings / Open Houses

The project team will host two meetings open to all interested community members. The purpose of these meetings will be to inform the public of project progress, to solicit input, and gather information for alternatives development and, later, refinement.

Open House #1 (October 2018) – issues, inventory, forecasts, requirements and alternatives

Open House #2 (January 2019) – recommended alternative

Each meeting will begin with an informal open house followed by a formal presentation and question and comment period. Graphics boards will be available for the public to review during the open house and members of the project team will be on hand to answer questions and provide information. Comment forms and project handouts will be available.

Surveys

The project team will use an electronic survey to gather information from FAI East Ramp users and pilots on the needs and issues during the investigation phase of the project. A link to the survey will be sent to the project email list and posted on the website. The survey will also be publicized through an e-flyer to the project email list. Those who wish to submit paper copies of their survey responses will be allowed to do so.

Website

The website (www.FAIEastSideMasterPlan.com) will serve as a library for the project and will house many of the resources described earlier in this document, such as the Comment-Response Summary Report, Fact Sheets, FAQ, and meeting materials. Background documents, such as the previous FAI airport master plan, and links to the project survey (when active) and other airport planning efforts will be included as well. The site will be built using the DOT&PF web template and will include the following pages:

- Home
- Schedule
- Documents
- Meetings
- Comments
- Project Team



3.0 PROJECT CONTACTS

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