

<b>Project</b>	Norfolk International Airport (ORF) Master Plan Update
<b>Meeting</b>	Planning Advisory Committee Meeting #2 (Working Paper #1 – Inventory)
<b>Location</b>	Norfolk International Airport
<b>Date</b>	Wednesday, May 30, 2018, 9:00 a.m. – 11:00 a.m.

Meeting Attendees – See Attached Sign-In Sheet

Planning Advisory Committee Meeting #2 Goal - to discuss in detail Working Paper #1 – Airport Inventory, which can be found on the project website at ORFMasterPlan.com. In addition, to provide an update of the MPU process, schedule, and preliminary forecast results. The meeting was opened by Anthony Rondeau, Deputy Executive Director - Engineering and Facilities. Paul Puckli, CHA Consultant’s Project Manager, and Paul McDonnell, also with CHA, presented the information to the committee and responded to questions throughout. The following is a summary of the meeting, including questions and responses.

**To view PAC #2 presentation slides:**

<http://www.orfmasterplan.com/resources/documents/PAC-Meeting-2-Presentation.pdf>

**To view a recording of the presentation offered during Public Information Meeting #1:**

<https://www.youtube.com/watch?v=sfqSRd26kxw&feature=youtu.be>

### Meeting Topics Summary

- **Focus Areas** – The team reviewed the focus areas of the MPU. These include industry trends and regional changes since previous studies. It was noted that new airlines put strain and stress on airports, and this must be considered during the MPU process. The team also envisions our market continuing to grow and the Cargo market continues to do well at ORF. The last MPU included a parallel runway which we will look at again as part of this Master Plan update process. Other specific focus areas include:
  - Future airfield improvements
  - New mapping and obstruction survey
  - Airfield geometry and airport “hot spots”
  - Meeting FAA design standards
  - Terminal facility improvements and access/parking improvements such as addition of Lyft/Uber and automated vehicles.
- **Airport Service Area** – A recap of the ORF service area was provided, noting that our market is vibrant and if anything, ORF benefits from people coming from other areas to use ORF vs leakage from ORF to other airports.
- **Inventory Summary** – New aerial photos of the facility have been taken in support of providing a complete general inventory of airport facilities. Other inventory related items discussed were:
  - The inconvenience of the rental car return lot location. NAA plans to move the lot closer to the terminal by the end of September 2018.
  - There are issues with safety and security at the Military Highway rental lot.
  - We will consider a consolidated rental car facility on the airport property.

- We are reviewing parking demand and will determine if there is a need for any additional parking for airport users.
  - Based on discussions with Signature representatives, it was noted that there is a short term need for some additional bulk hangar space.
  
- **Airfield Planning Considerations** were discussed. This included discussion about the operations of ORF with one commercial use runway 5-23. Issues were presented about how to manage rehabilitation and maintenance of the runway without another commercial use alternative. Additionally, airline trends away from turboprop and toward larger aircraft and fewer operations has implications to the runway and terminal area discussion. Other discussion points included:
  - Is there a need for a secondary runway? (B-II runways are obsolete.)
  - How will ORF manage service during the necessary full reconstruction of runway 5-23. It is already in the plans to complete a minor rehabilitation of the runway – there should be few impacts on service during the rehabilitation process.
  - How does the FAA’s NextGen affect the airport?
  - How do we accommodate overnight airport parking on the apron? We need to review apron use and determine how to add more apron space as the fleets grow.
  - The VORTAC location will be determined during this process.
  
- **Passenger Terminal Planning Considerations** - Evaluations of passenger terminal space usage based on forecasted passenger volumes was discussed considering airline trends to larger aircraft and fewer operations leading to heavier volumes of passengers at departure and arrival times. Plans will incorporate future technological improvements (i.e., passenger boarding, and baggage processes will change with updated phone technology, sustainability and energy efficiency improvements will also be kept in mind.) Overall, the team feels ORF is in a better situation than a lot of airports. Cargo service providers such as UPS and FedEx are planning to make improvements to their services, but they need more space. Norfolk has done a great job keeping up their passenger terminal. We will be looking to alternative terminal space programs to maximize use of the space including expansion of Concourse A and review of concession space in Concourse B. Other considerations include:
  - We are running out of gate positions on our current concourses.
  - What will we need space-wise to accommodate demand? How much space for customers, concessions, etc.?
  - Designs will be considered with sustainability in mind. How can we decrease our carbon footprint? We will consider LED lights, natural light, solar panels, recycling.
  - The arrivals terminal seems to have good space, even excess space.
  - We may move the long-term parking lot to expand the airplane parking apron for overnight planes. This would improve capacity for airlines.
  - Will there be a concourse C?
  - We will be looking at opportunities to expand capacity for departures.
  
- **Parking Considerations** - Parking and access alternatives include planning for a potential consolidated rental car facility, future Light Rail access and a curbside management plan taking into consideration increased passenger use of Transportation Network Companies (TNCs), such as Uber and Lyft. For example, ROW will be preserved for Light Rail Transit, if it should come to the airport. The team will look at the airport’s parking demand as well as access roads to the airport and airport parking.

- **Land Use Considerations** - Land Use Planning is a large part of the study and will identify any existing and proposed land use regulations and any deficiencies or surpluses in the amount of developable land, general feasibility and potential benefits of alternative ground access, curbside parking and rental car options. There is surplus land on airport property. We will be determining how best to use that space.
- **Operations** - The team reviewed the operations history with the PAC. The history shows a decline in operations by almost half, however, this is nothing to worry about, it's aviation-wide and due the use of larger airplanes. Fewer planes carrying more people at a time, so fewer operations overall. In the 20-year horizon, we expect growth.
- **Enplanements – A recommended forecast of enplanements was presented.** Our terminal area forecast is a benchmark only. The FAA will use different methodology to review forecasts. As this information will be more defined in the upcoming Working Paper #3, due this summer. We will want your input on the draft information. Note from this slide include:
  - Our preferred forecast develops a short-term 5-year schedule based on growth trends and new service announcements during the 2018 calendar year. Long-term projections were based on population trends.
  - The recommended forecasts resulted in a 2.2% of annual growth, which is in line with national aviation trends.
  - A range of forecasts were developed for the purposes of facility sizing, these Low-Growth (conservative 1.9%) High-Growth (optimistic 3.7%).
- **Based Aircraft** – The future trend will include a growth in corporate aviation and a change in the mix of airplanes more than the actual number of planes.
- **Cargo** – In review of the recommended air cargo forecast, the cargo process is in pretty good shape and the carriers will be upgrading their own equipment. We do anticipate cargo growth, but it should not significantly impact our operations.
- **Recent Forecast Overview – The forecast part of the MPU process is key.** We will submit our forecasts to the FAA in June, and they will comment on or approve them before we can move forward. The FAA will require approximately 30 days to review and comment on or approve our forecasts.
- **Website** - The study website was introduced as a way of keeping informed. As of May 30, almost 800 visits to the site were reported. The public can use the website to provide online comments which are saved and recorded and can be added to the e-mailing list for updates. PAC members will be advised when new insight is added to the site to review. Information about the study, white papers and meeting agendas and minutes will be included on the site. The team also gave a brief overview of the types of comments we are receiving from the online comment form.
- **Next Steps**
  - July 2018 - Working Paper #2 be sent to the PAC for review and comment in draft form. Working Paper #2 offers insight into the aviation demand forecasts for passenger, based aircraft, and aircraft operations Norfolk International Airport. The objective of the forecast is to identify long-term trends for the types and levels of future aviation activity to aid in identification of future facility requirements. The team explained that the preliminary forecast overview was presented

to the Norfolk Airport Authority Board on May 24, 2018 and that forecasts presented are “still subject to review.” Final forecast numbers are expected by the end of June 2018.

- o Summer 2018 - PAC meeting #3 is anticipated. Facility requirements will be the focus.

The presentation concluded with an overview of next steps including: Complete Forecasts/Working Paper #2 to be posted to the website soon. The next PAC meeting will be late summer to review facility requirements. Email reminders will be sent out once documents are available and meeting details are arranged.

**The following questions/comments were raised during the PAC #2 meeting.**

**1. Question: What is NextGen?**

- A. NextGen is the FAA-led modernization of our nation's air transportation system. Its goal is to increase the safety, efficiency, capacity, predictability, and resiliency of American aviation. This overhaul brings together innovative technologies, capabilities, and procedures that improve how we fly from departure to arrival. This transformation is being achieved through an ongoing rollout of improvements which began in 2007. NextGen remains on target to have all major components in place by 2025.

To learn more, visit: [https://www.faa.gov/nextgen/what\\_is\\_nextgen/](https://www.faa.gov/nextgen/what_is_nextgen/)

**2. Question: What type of reconstruction of main runway 5-23 will take place?**

- A. The 10-year life includes rehab work to resurface the runway, milling plus a 2-inch overlay. Major reconstruction would be considered either in current location or moved to an alternative site. We will look at what makes the most sense in the long run for 5-23 and the airport.

**3. Question: If you move long term parking, it will require a new parking plan, right?**

- A. The Norfolk Airport Authority is currently considering construction of an additional parking garage. The goal is not necessarily to add parking spaces, but to maintain capacity if the parking were moved to accommodate a larger Apron.

**4. Question: What is the Garage B & C structure life?**

- A. Garage A is far superior; Need to address how we see utilizing the garages today, in the future and through the next 20 years. Garages B & C will last 20 years structurally but not functionally. A parking plan is included in our long-term planning strategy along with planning for future Light Rail Access and the need to reserve space/access for this.

**5. Question: For the baggage make up area, have you marked it up with TSA needs incorporated? Could TSA be moved/going behind?**

- A. Have not yet decided.

**6. Question: Will you compare ORF preliminary forecasts to the national trend? Could you provide this data?**

- A. Yes, as part of the forecasts developed for ORF, national trends are included in the evaluation. Per FAA, a market share methodology is required, in which national, state, and regional trends are evaluated.
- B. Further, from a specific airport comparison perspective, during the presentation national comparisons to other small-hub airports were not available. However, research on national growth trends during the forecast process showed several small-hub airports (i.e., Richmond International, Boise International, Memphis International) and the national FAA Terminal Area Forecast (2.15%).

**7. Question: Are you looking at baggage surge?**

- A. Yes, we will look at this for deplanements. Our average growth rate is in line with national trends. A higher growth rate is not recommended. Actual growth rate predictions are currently ambitious.

**8. Question: Did you include military sequestration?**

- A. Yes

**9. Question: What is the format of the public meeting tonight?**

- A. An abbreviated presentation will be offered at 6:15 p.m., and then participants will be invited to visit 2 work stations to review information and where we will answer questions. A court reporter will be available to take verbal comments.

**10. Question: Are NavAids and infrastructure in the scope to review?**

- A. I am not sure that's in our scope.  
The FAA is on top of this.

**11. Question: When do you expect FAA to approve the forecasts you will provide?**

- A. Per Jeff Breeden (FAA), the FAA normally 30 days to review and comment after receiving the documentation and data.

**12. Question: Will results from FAA be included in the next public meeting?**

- A. The next public meeting will be in 2019, we should have results before that.

**13. Question: When is next PAC Meeting? Will it include Alternatives?**

- A. The next PAC meeting will be held late this summer 2018 to review and discuss the forecasts. Realistic alternative concepts will not be presented until the 4<sup>th</sup> meeting.

**14. Question: No mass transit included but service and parking expanding?**

- A. Indeed, there will be no mass transit planning included but adaptable or repurposed parking facilities/alternatives will be discussed. Believe that ground transportation will also be an issue in the near future. Comment made that demographic changes need to be taken into consideration.

On same subject, question asked about the average airport standard for parking. Don't have the specific numbers because all airports access/functionality/structure are different but that the basic numbers for peak operations are on trend.

15. **Question: Is the City Planning ready to manage the growth of a potential 1.2 million people? Can this be supported? Are you coordinating with land use planning from other areas? Are you considering regional land use?**
  - A. That is one of the purposes of this group. We've invited all southside cities and we will continue to invite them. Coordinating with various players and all southside cities will be a part of the discussions.
  
16. **Question: Suggest presentation to the HRPDC/HRTPO.**
  - A. Yes; this is being arranged.
  
17. **Question: If this airport expands to include a 3<sup>rd</sup> terminal, what about 1:1 parking assuming to mass transit?**
  - A. We are struggling with this now. The parking structures need to be adaptable.
  
18. **Question: What is the metric for planning the number of spaces?**
  - A. We will need to have a number for ORF based on history. We need to plan for peak use, but not so much capacity that there is waste that could have been used differently. We are studying parking over the next year – we will gather data from this summer – we need to be sure we have an accurate picture of the whole year, including peak and off-peak travel periods. Parking is a big money generator, controlling price can control demand. ORF has no off airport parking vendors to eat into that revenue.

**Point of Contact for the study: For any questions or comments, the team encourages you to reach out to Anthony Rondeau, or to use the study website comment form once it is live.**

Anthony Rondeau  
Norfolk Airport Authority  
757-857-3351  
[arondeau@norfolkairport.com](mailto:arondeau@norfolkairport.com)