

# 1 Study Introduction

## 1.1 Purpose of the Florida Aviation System Plan

According to Florida Statute (F.S.) 332.006, *Duties and responsibilities of the Department of Transportation*, "the Department of Transportation shall, within the resources provided pursuant to chapter 216: (1) Provide coordination and assistance for the development of a viable aviation system in this state. To support the system, a statewide aviation system plan shall be developed and periodically updated which summarizes 5-year, 10-year, and 20-year airport and aviation needs within the state."

The Florida Aviation System Plan (FASP) analyzes the state's system of airports as a whole in an effort to determine needs and future requirements. This differs from typical airport master plans that focus on the desires and needs of individual airport facilities. Statewide goals have been established for the FASP. Once determined, these goals were compared to both existing and future operations estimates and inventories of system facilities and services for the purpose of identifying improvements, as needed, to address factors such as safety, capacity, ground access, airspace congestion, navigation, financial needs, growth, and repairs. Socioeconomic and demographic data were also reviewed to identify potential areas of growth. The FASP is utilized by both state and federal agencies as a tool for making future decisions regarding the prioritization and/or funding of projects and acts as a resource for consultants, airport owners and operators, and other users of the system.

## 1.2 Role of the FDOT Aviation and Spaceports Office

In accordance with F.S. 330, 331, 332, and 333, the FDOT Aviation and Spaceports Office (ASO) is responsible for the licensing, regulation, development, and planning of airports and spaceports and participating financially in airport and spaceport capital improvement projects throughout the state. The mission of the FDOT ASO is "to provide a safe and secure air transportation system that ensures the mobility of people and goods, enhances economic prosperity, and preserves the quality of our environment and communities."

The FDOT ASO regulates and supports the development of Florida airports through inspection, licensing, and private airport registration. In addition, the FDOT ASO analyzes airspace obstructions and provides permits for construction within 10 nautical miles of those airports where airport zoning responsibilities have not been assumed by local government authorities.

Moreover, the FDOT ASO is responsible for developing and maintaining the FASP and is the administrator of the Continuing Florida Aviation System Planning Process (CFASPP). Additionally, the FDOT ASO participates in several airport research and development programs, develops a number of online tools within the Florida Aviation Database (FAD), and distributes information and provides educational services to the aviation community. Finally, the FDOT ASO supports Space Florida facility planning and funding assistance and promotes the development of spaceports throughout the state.

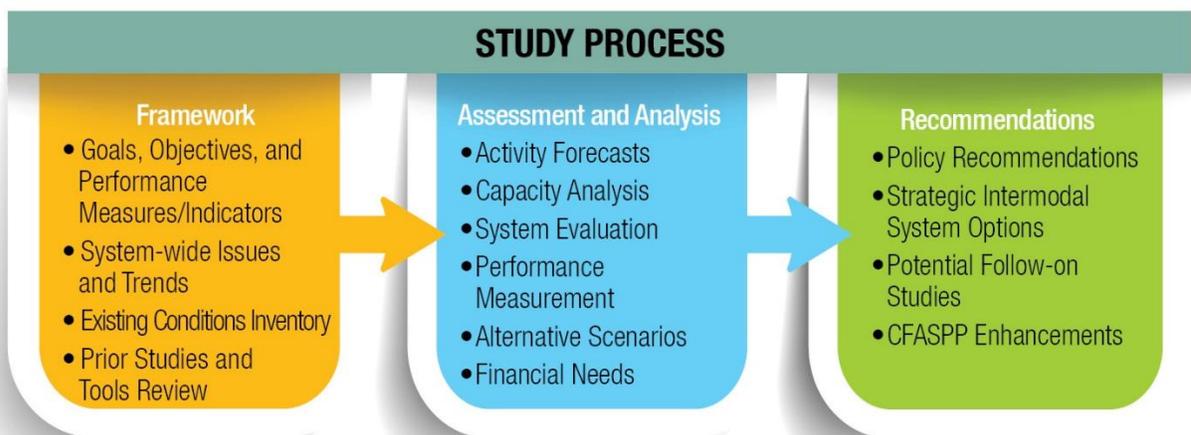
### 1.3 Role of the Continuing Florida Aviation System Planning Process

The CFASPP was established by FDOT and the FAA in an effort to help maintain a viable statewide aviation environment. The FDOT ASO utilizes a CFASPP administrator who regularly schedules and holds regional and statewide committee meetings to disseminate and gather information regarding aviation within Florida. The state has nine CFASPP committees—Northwest, North Central, Northeast, West Central, Central, Southwest, Southeast, East Central, and Treasure Coast. These areas are delineated by regions and metropolitan areas depending on the characteristics of the area. Various subject criteria are discussed during these meetings, including pertinent aviation legislation that is before the house or senate, state regulatory changes and revisions, status of funding programs (both FAA and FDOT), training courses, the FAD, and status updates of various individual airport projects that may be commencing, underway, or that are coming to an end. Any aviation needs and trends identified during these meetings are noted and addressed on an as-needed basis and during the regular updates of the FASP, such as this FASP 2035 Update.

### 1.4 FASP 2035 Update Process

The FASP 2035 Update (also referred to as the FASP 2035) planning process, shown in **Figure 1-1**, comprehensively assessed all public-use airports in Florida to understand the relationships between the facilities and their unique users. Additionally, it analyzed the ability of the existing system to achieve current and anticipated future demands. The FASP 2035 serves as a tool to help FDOT maintain a safe, efficient, and reliable system; evaluate future funding decisions by identifying the facilities and services that are needed to meet future demand; and effectively expand capacity in those areas where it is most needed and beneficial. The FASP offers policy and development recommendations for the continuing improvement of the state aviation system.

**Figure 1-1: FASP 2035 Update Process**



Included in this FASP 2035 Update is an analysis of the facilities, aviation activities, and future demands specific to Florida's nine CFASPP regions or metropolitan areas (MAs). The process encompasses a variety of interrelated technical analyses and tasks to ensure the aviation system continues to effectively serve the needs of businesses, citizens, and visitors—both today and well into the future.

The FDOT ASO initiated the development of the FASP 2035 Update in 2015. The FASP was previously updated in 2005 and an interim update was completed in 2012. The FASP 2035 Update was conducted in two phases (see **Figure 1-2**), with Phase 1 consisting primarily of data collection and background analysis, supported by a coordination and stakeholder process to gain input and provide direction to the FDOT ASO and project team. Phase 2 built on Phase 1 results with an evaluation of the system's performance, an analysis of alternatives, and the creation of a project implementation plan that identifies policy and system recommendations, resulting in various forms of final documentation.

**Figure 1-2: FASP 2035 Phase Tasks**



Stakeholder engagement was emphasized in both phases of the study. The feedback provided during outreach, along with an assessment of potential industry changes, provided the context necessary to develop a responsive and effective system plan.

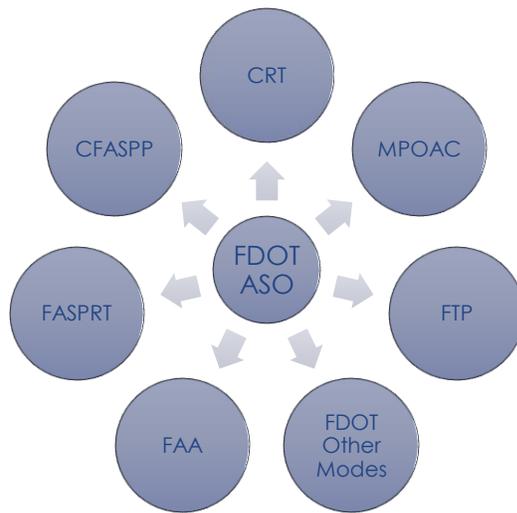
## 1.5 Stakeholder Involvement

Public outreach is critical to the success of system plans. Since Florida's aviation system impacts a wide variety of stakeholders, a robust public or stakeholder involvement program was developed to solicit input from various perspectives (aviation users, other transportation modes, planning agencies, etc.). This input helped set the stage for the creation of goals and performance measures (see **Chapter 4 – System Goals**) that can be used to achieve user needs.

The following entities participated in formal outreach efforts throughout the FASP 2035 Update (as shown in **Figure 1-3**):

- Comprehensive Review Team (CRT)
- Florida Metropolitan Planning Organization Advisory Council (MPOAC)
- Florida Transportation Plan (FTP) Implementation Committee
- Florida Department of Transportation (FDOT)
- Federal Aviation Administration (FAA)
- Florida Aviation System Plan Review Team (FASPRT)
- Continuing Florida Aviation System Planning Process (CFASPP)

**Figure 1-3: FASP 2035 Update Stakeholder Coordination**



The following pages summarize the outreach to each stakeholder group (a timeline is provided in **Figure 1-4**). Internal coordination efforts are also detailed in this section.

**Figure 1-4: Stakeholder Involvement Timeline**



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### **1.5.1 Comprehensive Review Team**

Throughout the FASP 2035 Update, the Comprehensive Review Team (CRT) provided input and feedback on this study's process, analyses, and draft deliverables. The CRT was made up of various representatives from CFASPP (airport members), FDOT ASO and District staff, and the FAA. A total of seven meetings were held with CRT membership during Phase 1 and Phase 2:

- Meeting #1: August 20, 2015
- Meeting #2: March 22, 2016
- Meeting #3: June 1, 2016
- Meeting #4: August 10, 2016
- Meeting #5: December 6, 2016
- Meeting #6: April 11, 2017
- Meeting #7: June 27, 2017

Both in-person and webinar meetings were held with the CRT to maximize participation in the process.

The purpose of these meetings was to report progress, present findings, solicit input from the CRT, and inform the team of upcoming steps of the FASP process. A presentation was prepared and digital copies of meeting materials were disseminated through email. The in-person meetings provided opportunities for interactive engagement through the use of polling software and other means to effectively solicit specific information and increase dialogue among the meeting attendees.

Copies of the meeting agendas, presentations, and meeting summaries are provided in **Appendix A – Stakeholder Outreach**.

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### **1.5.2 Florida Metropolitan Planning Organization Advisory Council (MPOAC) and the Florida Transportation Plan (FTP) Implementation Committee**

One in-person meeting was conducted with the MPOAC on January 26, 2017, and one presentation to the FTP Implementation Committee occurred on November 6, 2017. The meetings followed a workshop format with significant opportunities for interaction. These meetings provided an opportunity to present and receive feedback on the progress and findings of the project, especially the study elements that have regional implications.

Copies of the meeting presentations are provided in **Appendix A – Stakeholder Outreach**.

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### **1.5.3 FDOT**

Two in-person meetings were conducted during the FASP 2035 Update process with representatives of various FDOT offices including:

- FDOT Office of Policy Planning
- FDOT Transit Office
- FDOT ASO

- FDOT Seaport and Waterways Office
- FDOT Office of Freight, Logistics and Passenger Operations
- FDOT Systems Planning Office
- FDOT Strategic Development Finance
- FDOT Freight and Multimodal Operations Office

These meetings were used to coordinate related efforts such as the FTP and the Strategic Intermodal System (SIS) and included discussions of timelines between the FASP and other statewide plan updates.

The first meeting on February 15, 2017 focused on identifying multimodal trends and issues that are (or are expected to) impact Florida's transportation system. The second meeting on June 28, 2017 included discussion of intermodal connections, airports included in the SIS, and draft deliverable formats.

Copies of the meeting presentations and summaries are provided in **Appendix A – Stakeholder Outreach**.

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#### **1.5.4 FAA**

Throughout the duration of the development of the FASP 2035, two in-person meetings with the FAA's Orlando Airports District Office staff were held to discuss project status and results, guide upcoming efforts, and maintain the FAA's involvement throughout the project (December 5, 2016 and June 26, 2017). It is also important to note that the FAA also participated as a member of the CRT, providing input through the meetings held with this group.

Copies of the meeting agendas, presentations, and summaries are provided in **Appendix A – Stakeholder Outreach**.

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#### **1.5.5 FASP Review Team**

During Phase 1, the FASP Review Team (FASPRT) was established to get input and feedback on the study's process, analyses, and draft deliverables. The FASPRT membership consisted of FDOT District and FDOT ASO personnel. The first FASPRT meeting was held on February 19, 2016. One additional meeting with the FASPRT membership was held on December 5, 2016, during Phase 2 of the FASP 2035 Update process to supplement CRT and monthly FDOT ASO Task Team meetings, providing an opportunity for discussion with a subset of participants from other groups.

Copies of the meeting agenda, presentation, and summary are provided in **Appendix A – Stakeholder Outreach**.

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#### **1.5.6 Public Engagement Mechanism Development**

Engagement through an online presence is extremely effective in today's environment of constant connectivity. As such, the existing CFASPP website was enhanced to leverage and improve stakeholder engagement through the project duration and after the FASP 2035 was completed as a part of the "continuous" aspect of the FASP 2035. Added features of the

CFASPP website include storage of final deliverables, past archived FASP files, and other general information on the plan.

A survey was conducted to better understand how the previous version of the CFASPP website was being used, what specific features were utilized, which features were not, and how it could be improved. An update and redesign of the CFASPP website serves as the FASP 2035's project repository and results. As part of the improvements, several tabs were added and existing information updated, including a new tab dedicated to the FASP 2035 that incorporates the FASP 2035 brand. A new tab was also added to provide a location for master planning resources such as the *FDOT Guidebook for Airport Master Planning* and other relevant information. The Administration Section was revised to correspond to the FASP and Master Planning tab updates and allow for the FDOT ASO to manage files and text to be displayed on the respective tabs.

Detailed updates performed to the website include:

- **Contacts Tab:** In the Administrative Section, functionality was added to email templates to allow recipients to add meeting information to their calendars. A link was added for participants to RSVP to the meetings to provide the FDOT ASO and the hosting organization for each meeting with an attendee count. In addition, the baseline information entry for a new contact (or contact updates) was reformatted to allow all of the necessary data to be entered, then followed by a "save" entry that updates all information at once. These changes were applied internally to the FAD in the Contact Management Module and on the CFASPP website in order to maintain consistency.
- **CFASPP Schedule Tab:** This tab was updated to increase flexibility in the display of upcoming meetings. It was previously limited based on the reporting of the "next meeting" date. It now provides a monthly calendar display that allows the selection of the layers of events to be shown. It allows for a list or grid view. This calendar shows the current calendar month with the ability to move between current, future, and past months. All items included on the calendar include active links to details about the item. CFASPP meeting dates will continue to be managed in the Administration Section, but the Schedule tab will display other events and deadlines as approved under the News tab addressed below.
- **News Tab:** A News tab was added to increase the use of the website by providing access to industry items of interest such as news, events, and/or job postings. It allows users to request to add items by providing open/close dates, organization name, a brief description, and a link. The request is sent to FDOT ASO and, upon their approval, is posted to the tab. The deadline date is added to the calendar on the Schedule tab and the notice is automatically removed from the News tab upon the expiration date. A new tab for the management of this data was added to the Administration tab to allow FDOT ASO to edit as needed.
- **Projects Tab:** The data entry process was updated to be more user friendly. A separate section on the Projects tab was established for "FDOT Sponsored Training" to display

time/date/registration information for these types of efforts in a more prominent location.

- **Committees Tab:** Contact information for the current Chair and Vice-Chair for each CFASPP region was added on their respective committee tabs.
- **Calendar Tab:** A calendar that displays all meetings, events, and important dates in the system was added as a separate tab on the CFASPP website. The calendar tab shows the current calendar month with the ability to move between current, future, and past months. All items included on the calendar include active links to details about the item.

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### **1.5.7 Bi-Weekly FDOT ASO Team Meetings**

Bi-weekly meetings with the FDOT ASO team were held throughout the duration of the project to ensure that the project was progressing according to schedule, and allowed project updates and input from participants. Action items resulting from these meetings were documented and shared with the FDOT ASO.

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### **1.5.8 Monthly FDOT ASO Task Team Meetings**

Throughout the duration of the development of the FASP 2035, the monthly FDOT ASO Task Team meetings were used to discuss project status with FDOT ASO and District staff. These meetings were held in lieu of other FASPRT meetings, as they were part of the FDOT ASO's regular schedule and allowed for discussion of FASP 2035 issues with FDOT District staff on a more routine basis.

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### **1.5.9 CFASPP**

In addition to the aforementioned internal coordination, the CFASPP was utilized as a venue to obtain input and present the findings and recommendations of the FASP 2035. During regional CFASPP meetings in February 2017, interactive sessions were conducted to obtain input and feedback on draft plan recommendations. During the meetings, all members of the aviation public were given the opportunity to express their opinions and provide feedback regarding the FASP 2035 recommendations and findings. These included members of the military, airport staff, consultants, and other aviation professionals who were not participants of the previously described review teams.

Toward the end of the project, the July 2017 statewide CFASPP meeting was used to present the nearly final FASP 2035 deliverables. A presentation was made at this statewide CFASPP meeting.

Copies of the regional CFASPP presentation and statewide CFASPP presentation are provided in **Appendix A – Stakeholder Outreach**.