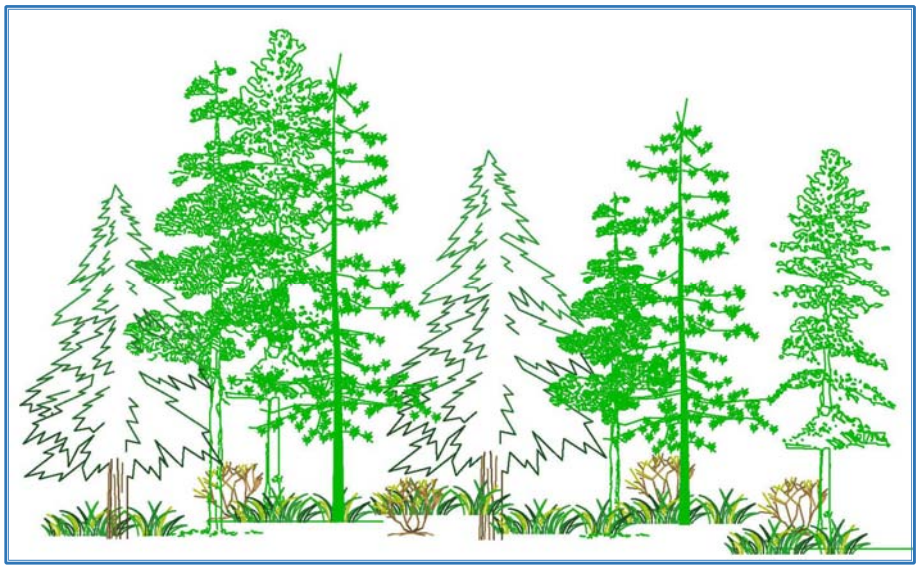


2018 Tree Removal Action Plan

October 2017

Approved by: Federal Aviation Administration
City of Newport City Council
City of Newport Airport Committee

Action Plan for the Airport 2018 Tree Removal Project

BACKGROUND

During the master plan process, the planners put together a set of Obstruction Tables listing man-made and natural objects projecting into the Imaginary Surfaces for the airport. The FAA term "Imaginary Surfaces" stands for surfaces that cannot be seen. Hence, they are *imaginary*. Sponsors are required to maintain certain imaginary surfaces surrounding the airport. (See attached FAA Memo Appendix B.) Maintaining an Imaginary Surface means clearing the surface of all proscribed obstacles. Depicted on the obstruction tables are a large number of natural objects (trees). These trees are the focus of this Action Plan. The City is not considering the removal of any other objects. The City will acquire easements and execute a logging contract to remove prohibited objects from the Approach and Departure Surfaces. Approach and Departure surfaces differ in width, length, and slope depending on the approach and departure procedures for each runway.

The Airport Master Plan obstruction tables reference data gathered during the Airport Geographical Information System Survey (AGIS). **Table 1** below shows information generated by the AGIS survey as it relates to objects in the departure surface. Each Point Number corresponds to an object on the associated sheet. (See **Exhibit 1**) The Description identifies the obstruction. The Top Elevation is the height of the obstruction, or tallest obstruction in a group. The Approach Surface Elevation in Feet column shows how far the Surface Elevation is above the obstruction. The Vertical Penetration is how far below (a negative number) or above (positive numbers) the object is to the imaginary surface. The final column assigns status to the obstruction.

Table 1: Sheet 14 – Runway 16-34 Departure Surface Obstruction Table

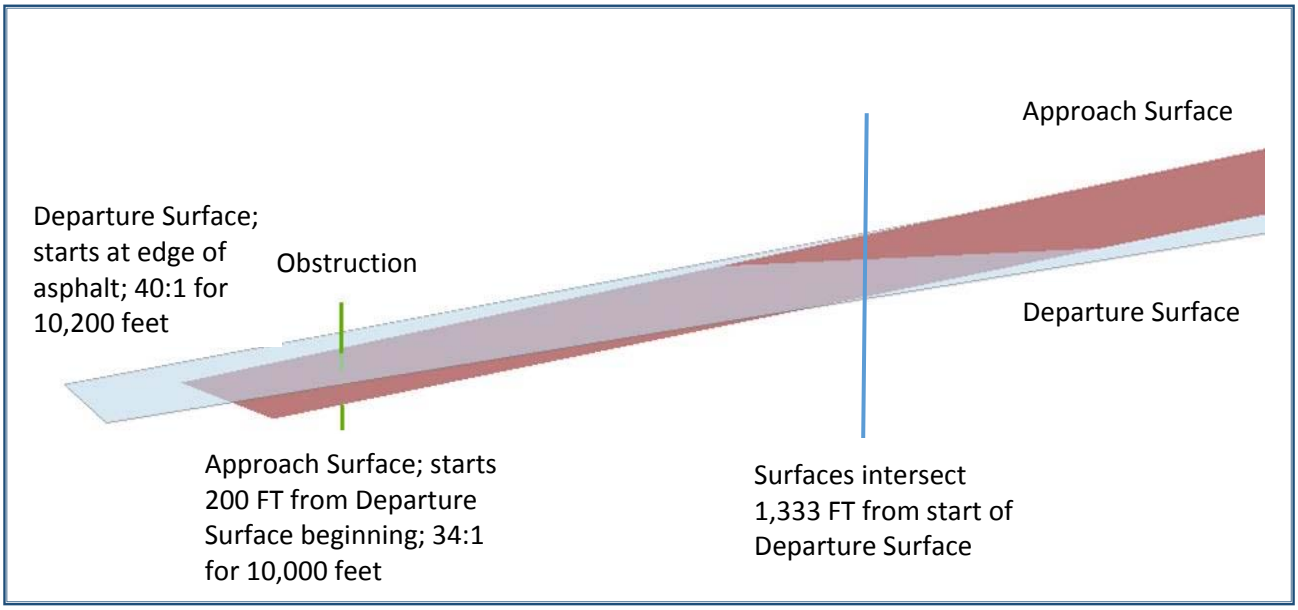
SHEET 14 - Runway 16-34 Departure Surface Obstruction Table						
Point#	Description	Top Elev. In Feet	Approach Surface Elev. In Feet	Vertical Penetration In Feet	Surface H:V	Disposition
409	COMMUNICATION TOWER	206.82	322	-115	40:1	Remains in place
410	TREE**	293.82	298	-5	40:1	2018 CIP Tree Removal Project
411	TREE*	304.17	299	5	40:1	2018 CIP Tree Removal Project
412	TREE*	309.21	299	10	40:1	2018 CIP Tree Removal Project
413	TREE**	287.34	296	-9	40:1	2018 CIP Tree Removal Project
414	TREE***	273.84	294	-20	40:1	Remains in place
415	TREE**	277.89	293	-15	40:1	Remains in place

Notes:
*The highest measured object/obstruction within a group.
** Object below surfaces at time of AGIS, which may grow and encroach on surface by logging window.
***The project will not remove trees more than 15 feet below the imaginary surfaces as part of this project.

In a rough order of magnitude, approximately 165 locations shown in the obstruction tables have natural objects penetrating the departure and/or approach surfaces. Not counted in this total are natural objects of similar height too close together to be pinged separately during the flyover. [Note: although all exhibits show Runway 34 surfaces, there are removal requirements for trees in the RW 16 and RW 20 surfaces as well.] To get a more specific total the City will need to conduct a more specific survey.

Since the Approach and Departure surfaces start at different positions (Figure 1), occasionally an object penetrates higher into the approach surface than the departure surface since the approach surface is lower at that point. After approximately 1,333 feet from the departure surface point of beginning the two surfaces switch; the approach surface becomes higher than the departure surface after the point of intersection due to the surface slopes.

Figure 1: Imaginary Surface Start Points



PROBLEM STATEMENT

As mentioned earlier Sponsors are required to maintain the Imaginary Surfaces around their airport. Current avigation easements do not include all areas of the departure and/or approach surfaces for the airport runways. Easements written when the airport was constructed use a 20:1 surface. Easements written later utilize the same 20:1 surface. Further, there are important airport surfaces over areas without any easements in place (i.e. Pruner subdivision, Land Waves Development and lots at the 10,00-foot mark). The City does not have the necessary authority to remove the trees within the current working surfaces of the airport. (See **Exhibit 2**)

OBJECTIVE

With the obstruction tables going to the FAA as part of the Airport Master Plan, the City wants to develop an action plan that will address the obstructions depicted in the AGIS and Master Plan Tables.

The City wishes first, to ensure pilot safety, and second, to demonstrate to the FAA the City is a conscientious Sponsor interested in maintaining the airport and resolving obstruction issues. This Draft Action Plan will accomplish both goals by outlining steps to remove natural obstructions from critical surfaces. An estimated three years are required to complete the project. A discussion of tasks follows in the next section.

TIMELINE

The Airport 2018 Tree Removal Project Action Plan breaks the removal process into five broad phases:

1) Project Initiation: getting all groups involved to agree on the best path forward;
2) Pre-Design: outlining environmental requirements/creating maps and exhibits;
3) Easements: negotiating with property owners;
4) Design: creating solicitation drawings and documents/applying for construction grant;
5) Logging: removal of trees and project closeout.

Dates assigned to each step indicate estimated time requirements and dependent tasks. **Table 2** shows Milestones necessary to meet the plan objective within three years. Broken into priorities of Low, Medium, and High, Table 2 demonstrates which tasks are immediate or will take the greatest time to complete.

METHODS

Due to the heavy public involvement required to complete this project, the Airport 2018 Tree Removal Project Action Plan places Public Outreach as a *High* priority with an *immediate* action step to create a Public Outreach strategy for addressing project Stakeholder concerns. This is second only to discussions with City Council, the Airport Committee, and, possibly the most crucial, individual property owners.

With a topographic map of the surrounding airport, the City will provide each property owner with an exhibit for his or her individual lot. (See **Exhibit 2**.) More exhibits will be available when discussing the project with the public about impacts to land development based on zoning definitions and the needs of the airport. Exhibit 2 is the first of several displays potentially useful in explaining the needs of the airport, the effect on individual properties, and the necessity of these surfaces for pilot safety.

A second *High* priority and *Immediate* action step is getting FAA agreement/support. During September and October 2017, the FAA will begin their annual Joint Planning Conferences (JPC). The JPC typically discusses a five-year capital improvement plan. This does not mean the CIP is flexible. The five years break down into phases: 2018 is the current year (finances already allotted), 2019-2020 are implementation years (grant funds are preliminarily assigned), and 2021-2023 are planning years (funding is starting to be assigned). Because of this, adding projects to a five-year CIP is strongly discouraged and rarely allowed by the FAA because funding mechanisms have already be budgeted for several years and aren't flexible enough to adapt to new requirements. The FAA is more open to changes in the CIP when a master plan is finishing as new projects are often discovered during the planning process that were not a priority, or known, in the previous master plan. Nonetheless, a project added within the first two years that is critical to airport safety and identified by the Master Plan has a better chance of acceptance than a peripheral project of minor need. The Airport 2018 Tree Removal Project Action Plan will demonstrate project justification and magnitude of project need. The time required to complete the project will also play a factor in their decision.

Table 2 Time Line

Action	Priority	Status	Start Date	Dependents	End Date	Notes
Phase #1: Project Initiation						
Draft Action Plan						
Abridged	High	In Process	8/1/2017		8/14/2017	For Public Outreach.
Detailed	High	In Process	8/1/2017		8/14/2017	For FAA.
Introduce Project to City Council	High	In Process	9/18/2017		9/18/2017	
Introduce Project to Airport Committee	High	In Process	9/12/2017		9/12/2017	Introduced 8-1-17.
Introduce Project to Property Owners	High	In Process	11/1/2017		11/15/2017	Initial meeting.
Get FAA involved						
Copy to Daniel for Review	High	In Process	8/14/2017		8/28/2017	Preliminary Review.
Input Plan to OE/AAA-NRA Case for Clearing Review	High	Not Started	9/1/2017		11/1/2017	Upload to website for review.
FAA Environmental Review	Medium	Not Started	9/8/2017		11/30/2017	Sean & Cayla @ JPC
Discuss Funding and Timing during JPC	Medium	Not Started	10/1/2017		11/30/2017	Not yet scheduled.
Preliminary Project Scope & Cost	Medium	Not Started	11/1/2017		1/15/2018	Use for grant application.
Prepare Grant Application	Low	Not Started	4/1/2018		4/15/2018	First of two grants.
Phase #2: Pre-Design						
Lidar Survey	High	In Process	10/1/2017		11/30/2017	Derrick scheduling.
Organize Public Outreach Strategies	High	Not Started	10/1/2017		11/1/2017	
County Commissioners						Presentation or Abridged Plan?
Public Meetings						Bi-Monthly.
Individual Contacts						
Literature / Exhibits / Handouts						
Pre-Design Task Order						
Scope of Work	Medium	Not Started	11/1/2017		1/15/2018	
Create Topographic Maps	High	Not Started				By Lot.
Create Easement Exhibits	Medium	Not Started	11/1/2017		4/1/2020	Written easement descriptions.
Timber Cruiser	Low	Not Started	5/1/2018		5/30/2018	Assess timber value.
Property Appraisals	Low	Not Started	5/1/2018		5/30/2018	Assess Avigation value.
Environment Assessment (EA)	Medium	Not Started	1/15/2018		1/15/2020	18 - 24 Months.
Third-party Negotiator?						If needed.
FAA Review	Low	Not Started	1/15/2018		2/15/2017	30 day review.
Independent Fee Estimate	Low	Not Started	2/15/2017		3/22/2018	3 to 5 weeks.
Prepare Construction Drawings to 30%	Low	Not Started	3/26/2018		7/26/2018	Needed for EA.
FAA Review	Low	Not Started	7/30/2018		8/30/2018	30 day review.
Phase #3: Easements						
Start Easement Negotiations	Medium	Not Started	1/2/2018		4/1/2020	Conduct during EA.
Top Trees						
Remove Trees						
Condemnation of Trees						
Record Easements	Low	Not Started	4/1/2020		5/1/2017	County courthouse.
Phase #4: Design						
Design/Construction Task Order	Medium	Not Started				
Scope of Work	Low	Not Started	1/15/2020		3/15/2020	
Complete Drawings			3/15/2020		5/29/2020	
Create Bid Documents						
Third-party Negotiator?						If needed.
Service During Logging						
Close-out Reports	Low	Not Started	9/1/2020		12/1/2020	
FAA Review	Low	Not Started	2/15/2018		2/28/2018	2 weeks.
Independent Fee Estimate	Low	Not Started	2/28/2018		4/15/2019	3-5 weeks.
Apply for Design / Construction Grant	Low	Not Started	2/1/2020		4/1/2020	Second of two grants.
Go Out to Bid	Low	Not Started	6/1/2020		7/1/2020	30 Day Bid.
Oregon Procurement Information Network &Local	Low	Not Started	4/1/2020		5/1/2020	Broad base logger community.
						Associated Oregon Loggers Inc
Phase #5: Logging						
Initiate Logging/Construction Contract	Low	Not Started	7/1/2020		7/15/2020	Contract to Council
Logging Operation	Low	Not Started	8/1/2020		10/1/2020	60 days. Log during summer.
Potential Mill Outlet	Low	Not Started				http://www.hulloakes.com/
ODFW Habitat Restoration	Low	Not Started				Michelle Longo (541) 270-1161
Project Close Out						
FAA Reports	Low	Not Started	10/1/2020		12/1/2020	

Since the departure surface crosses City/County boundaries, the City will be working with the County throughout this process as necessary. Bringing County Commissioners and other County personnel in early will help them respond to questions and concerns from people living outside the City but nonetheless affected by the tree removal project. The Airport 2018 Tree Removal Project Action Plan will provide them with the objects and schedule for project completion.

FUNDING

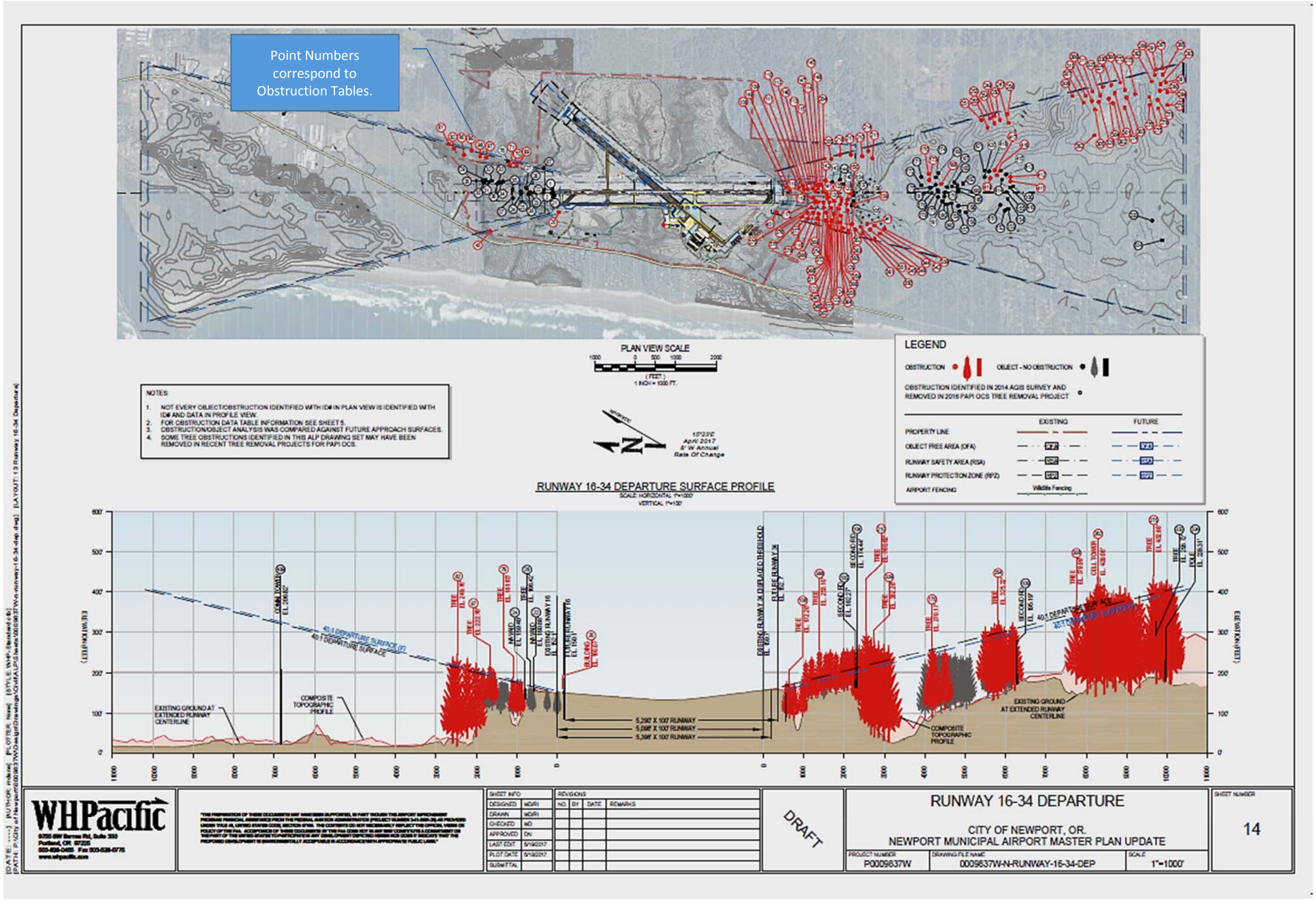
The Airport Capital Improvement Budget has $50,000 appropriated to begin this project during the 2017/2018 fiscal year. The FAA does not typically pay for easements; Sponsors negotiate and pay for easements. The FAA will help with tree removal costs, but not with easement costs. Additionally, since this project has come from the master plan process, and the FAA has not yet approved the master plan, the City is initiating the project in anticipation of future Airport Improvement Program (AIP) funding—beginning the project now to keep the timeline moving. The FAA often funds Environmental Assessments and tree removal through AIP grants. The JPC will help determine required funding and funding sources.

CONCLUSION

With new obstruction data going to the FAA through the AGIS database upload and the master plan Airport Layout Obstruction Tables, the City is creating an action plan to resolve obstructions in the imaginary approach and departure surfaces. By addressing this concern quickly and methodically, the FAA will see that the City is working to resolve safety conflicts. In pro-active terms, by acting quickly, the City hopes to avoid a change in approach or departure procedures based on avoiding object penetrations. At worst, the City hopes to avoid action by the FAA because historically, the FAA has closed runways until Sponsors remove obstructions. This action plan moves to avoid both possibilities.

Further, there is a great need for the airport to update existing easements and negotiate missing avigation easements. Approaching the public, and specific property owners, through a well thought-out outreach program can create stakeholder buy-in and provide a path through what could potentially be an emotional civic discussion.

Exhibit 1 Sheet 14 – Runway 16-34 Departure Surface Obstruction Table



APPENDIX A

As part of the Runway 16-34 Rehabilitation project, the City conducted an Airport Geographical Information System (**AGIS**) survey of the area around the airport. Fly-over survey data evaluated the Vertically Guided (**VG**) obstruction surfaces for 16-34 and the Non-Vertically Guided (**NVG**) obstruction surfaces for Runway 2-20, creating two-foot contours. [The VG and NVG surfaces do not coincide with Terminal Instrument Procedures (**TERPS**) Arrival and Departure primary required obstacle clearance surfaces. In a separate process, consultants use the AGIS VG and NVG to analyze and evaluate TERPS surfaces.]

AGIS data is tied to the National Spatial Reference Systems (**NSRS**) through two control stations on the ground: the Primary Airport Control Station (**PACS**) and the Secondary Airport Control Station (**SACS**). A licensed land surveyor familiar with airport procedures tied the PACS and SACS to the fly-over survey. Once verified, consultants update survey data to the FAA AGIS system for FAA review. Updates to the AGIS information is required for all major construction or planning projects. To that purpose, WH Pacific used AGIS data from the recent rehabilitation project during the master planning process to analyze obstructions delineated in the AGIS against the TERPS Approach and Departure surfaces.

Obstructions noted in the AGIS are both man-made and natural obstructions extending into the VG and NVG surfaces. When an obstruction is separate from the surrounding terrain, it registers as an individual elevation. If an obstruction is close to other obstructions, the tallest obstruction within the group is measured. **Exhibit 1** shows how data delineates obstructions. [Obstructions below the VG and NVG surfaces are also measured; however, the AGIS does not survey ground elevations in densely forested areas.] Because of variation in obstruction data, the number of objects penetrating the Imaginary Surfaces may be understated.

Melissa Roman

From: Bobbette.Nugent@faa.gov
Sent: Wednesday, September 30, 2015 7:32 AM
Subject: FW: Reminder of Airport Sponsor (and FAA) Responsibilities Related to Approach/Departure Surfaces
Attachments: 20150902 Policy-Reminder-Protecting-Approach-and-Departure-Surfaces.pdf

Importance: High

Dear Airport Sponsor:

The attached memorandum contains important reminders about what every federally obligated airport is expected to do to keep approach and departure surfaces clear.

There is nothing new in this memorandum, and indeed many of our airports have done a great job protecting their surfaces. However, there have been some recent issues that have made it clear that we need to remind ourselves (and the stakeholders we support) of the importance of this issue.

We have worked closely with FAA Headquarters on this. The memo reminds us of what we are expected to do, particularly during planning updates and anytime an airport sponsor is seeking federal financial support. Moreover, it reminds every one of the FAA's obligation to modify approach and departure procedures if there are unmitigated penetrations.

If you have any questions, please don't hesitate to contact your state planner or project manager. Thank you in advance for your cooperation and assistance.

Sincerely,

Joelle Briggs
Assistant Manager
Seattle Airports District Office
Joelle.briggs@faa.gov
(425) 227-2658

Federal Aviation Administration

MEMORANDUM

Date: August 18, 2015

To: Regional Airports Division Managers
610 Branch Managers
620 Branch Managers
Airports District Office Managers

From: Director, Office of Airport Safety and Standards (AAS-1)
Director, Office of Airport Planning and Programming (APP-1)
Director, Office of Airport Compliance (ACO-1)

Subject: **Reminder of Responsibilities for FAA Personnel and Airport Sponsors for Protecting Approach and Departure Surfaces**

Introduction

The purpose of this memo is primarily to remind FAA Office of Airports staff about their responsibilities (as well as the responsibilities of airport sponsors) in establishing and maintaining clear approach and departure surfaces at airports. We encourage personnel in all Regions and ADOs to relay this memorandum to all Federally obligated airports and any that are certificated under 14 CFR part 139, as well as all state aeronautical agencies. This memorandum will also be available on the FAA's public website under Safety, Planning and Compliance.

The airport sponsor is ultimately responsible for ensuring clear runway approach and departure surfaces. However, ARP plays an important role in this process. This role is detailed in a separate section below.

The approach and departure surfaces required to be maintained are those identified by Advisory Circular (AC) 150/5300-13A, Airport Design and FAA Order 8260.3B, The United States Standard for Terminal Instruments Procedures (TERPS). The focus of this document is on the TERPS 20:1 surface. While Part 77 civil airport imaginary surfaces are important, they are not the surfaces discussed in this document as they do not directly affect procedures.

Role of the Office of Airports (ARP)

- A core part of ARP's mission is to help maintain and enhance the safety, capacity

and efficiency of airports. ARP is responsible for working with the nation's federally obligated airports to ensure approach and departure surfaces are clear of obstacles to ensure safety and to optimize the full capability of the runway without restrictions. The Air Traffic Organization and Flight Procedures Teams have the responsibility, when necessary, to adjust the procedure(s) based on obstacles penetrating the approach/departure surfaces to protect the traveling public.

- ARP has the authority under both Part 139 and through the Grant Assurances to hold an airport sponsor accountable for clearing their approach/ departure surfaces whenever practicable.

- ARP must be proactive and review penetrations to all applicable approach/ departure surfaces beyond the current focus and actions necessary on the 20:1 TERPS visual area penetrations outlined in the subject Interim Policy Guidance memo dated March 20, 2015.

Actions Necessary by Airports District Office (ADO) Personnel

The term "ADO" refers to staff within an Airport District Office, or Regional Office staff without ADOs. In the case of a block-grant state, we expect the states to exercise the same level of diligence:

- ADO actions start with the planning process. The ADO is expected to ensure that sponsors properly incorporate the identification and planned mitigation of obstacles penetrating the approach and/or departure surfaces into Master Plans, ALP Updates, obstruction studies, Airport Master Record (5010) and the new AGIS Surface Analysis and Visualization (SAV) Tool (as applicable) and other relevant documents. ADO staff must carefully review findings or recommendations about obstacles penetrating the approach and/or departure surface obstacles in these studies.

- The airport sponsor is ultimately responsible for providing the most current survey data to the FAA. The ADO should also remind the sponsor to be proactive on clearing or mitigating obstacles and providing validation of removal to the FAA prior to the FAA's scheduled review of the flight procedures at the airport. While mitigation of obstacles is an on-going objective, validation of obstacle mitigation prior to a schedule review of flight procedures will significantly enhance the likelihood of continued availability of published approaches.

- The ADO is expected to ensure that the sponsor develops a plan for removing or mitigating obstacles and hazards to air navigation. An airport sponsor that has unmitigated obstacles is expected to develop an Obstacle Action Plan (OAP) that details how and when each of the surfaces will be cleared and maintained. This plan needs to include all approach and departure surfaces, not just the 20:1 surface. Details on the OAP are provided below (see "Sponsor responsibilities"). The

Line of Business

clearance of these surfaces needs to be the focus whenever considering any modifications to an existing runway or proposed new runway or other development projects. The Sponsor is expected to submit the OAP for FAA LOB review through an Aeronautical Study (OE/AAA-NRA Case) requesting concurrence on the clearing plan.

- The ADO is expected to work closely with the airport sponsor to get annual updates to the OAP.

- Both the FAA and airport sponsor are expected to consider obstacle mitigation projects as a high priority when discussing other CIP project funding requests.

- Starting in FY 2016, whenever the ADO meets with the airport sponsor to discuss CIP updates or potential funding requests, the ADO should discuss with the Sponsor the need to establish an obstacle disposition data table in the ALP showing actions for each obstacle. In addition, when reviewing the Project Evaluation Report and Development Analysis (PERADA) items prior to awarding any new grant, the ADO is expected to ensure the sponsor is following the OAP (or is in the process of developing the OAP), and is including obstacle mitigation projects to the maximum extent possible. The ADO may review (but not approve) the OAP as it is the sponsor's responsibility to develop and implement the OAP.

- The FAA has an obligation to highlight any unresolved issue that could jeopardize safety or utility, and thus jeopardize past or future Federal investments. The ADO is expected to ensure that airport sponsors understand that the FAA will consider protracted delays in obstruction mitigation to be a negative factor when considering other grant requests. The airport sponsor must demonstrate feasible and prudent attempts to mitigate the obstacles identified in the OAP. However, if the FAA agrees that it is not feasible to mitigate a particular obstruction, then this will not be used as a sole reason for deciding against or deferring a grant offer.

- The ADO is expected to work closely with the ARP Regional Airspace and Procedures Team (RAPT) lead, the Flight Procedures Team (FPT) and the airport sponsor to ensure timely and accurate information regarding obstacles.

Actions Necessary by ARP Regional Personnel

- The ARP regional RAPT member must be engaged at all RAPT meetings and in coordination with the ADO to monitor the FPT's report on 20:1 penetrations as well as the airport sponsor's Obstacle Action Plan (OAP). The ARP regional RAPT members will coordinate any concerns regarding potential violations of grant assurances or other safety related concerns with the Regional Administrator.

Actions Necessary by ARP Headquarters Personnel

- ARP Headquarters personnel are responsible for working with ATO and AFS to create and update all policy guidance pertaining to the 20:1 visual area and all other approach/departure surfaces with particular focus on surfaces that extend off-airport property.

- AAS-100 is responsible for creating and maintaining the AGIS tool to assist airport sponsors in the identification and visualization of the surfaces. This does not relieve airport sponsors, however, from ensuring that the FAA has current and accurate information.

- ARP technical staff in the Airport Engineering Division (AAS-100) and the Airport Planning and Environmental Division (APP-400) will be available to Regional and ADO personnel as a resource for policy implementation.

Roles and Responsibilities of the Airport Sponsor

As noted previously, the Airport Sponsor is responsible to maintain clear airport approach and/or departure surfaces. This responsibility is derived from the following FAA Grant Assurances:

- Grant Assurance 19 (Operations and Maintenance) states that the airport shall be operated in a safe and serviceable condition and in accordance with appropriate minimum standards required by applicable agencies.

- Grant Assurance 20 (Hazard Removal) states that an airport sponsor must also take appropriate action to ensure that terminal airspace will be adequately cleared and protected by removing, lowering, lighting or otherwise mitigating existing airport hazards and by preventing the establishment of future hazards.

- Grant Assurance 21 (Compatible Land Use) says that an airport sponsor must take appropriate action, to the extent practicable, including the adoption of zoning laws, to restrict the use of land adjacent to the airport to uses compatible with normal airport operations.

- Grant Assurance 29 (ALP) says the sponsor must keep the ALP up to date (obstacles are generally shown on the ALP plan and profile sheets).

20:1 Penetrations – On-Airport Property and Off-Airport Property Under Sponsor Control

- In the case of the 20:1 surface on airport property, or off airport property but which property remains under the land-use planning and/or zoning control of the airport sponsor, the sponsor is required to remove or mitigate penetrations to the 20:1

surface to be in compliance with Grant Assurance 20, Hazard Removal and Mitigation. The FAA will require the sponsor to remove, lower, light, or otherwise mitigate the penetration in accordance with the sponsor's OAP.

- Grant Assurance 21, Compatible Land Use, obligates the airport sponsor to take appropriate actions to control existing and planned land uses in the vicinity of the airport to make them compatible with aircraft operations at the airport. Where the sponsor does have authority to zone or control land use adjacent to the airport, the FAA expects the sponsor to implement zoning ordinances or take other measures to restrict the use of land in the vicinity of the airport to activities and purposes compatible with normal aircraft operations, including appropriate action to avoid or mitigate penetrations to the approach/departure surfaces.

20:1 Penetrations – Off-Airport Property Not Under Sponsor Control

- The FAA recognizes that not all airport sponsors have direct jurisdictional control over uses of property near the airport. However, for the purpose of evaluating airport sponsor compliance with Grant Assurance 21, the FAA does not consider a sponsor's lack of direct authority as a reason for the sponsor to decline to take any action at all to achieve land use compatibility outside the airport boundaries.

- The FAA expects airport sponsors to ensure that neighboring municipalities and other entities that own or control land within the 20:1 surface fully understand the purpose of approach/departure obstacle clearance surfaces, including the risks associated with penetrations of those surfaces. Airport sponsors are expected to have a voice in the affairs of the community where a potential risk to the clearance surfaces is located or proposed. The sponsor should make an effort to ensure proper zoning or other land use controls are in place to protect airport approach/departure surfaces.

- The FAA recommends sponsor to seek out opportunities for land acquisition, land exchanges, right-of-first-refusal to purchase, agreements with property owners regarding land uses, or other means of establishing land-use controls.

- In all cases, the FAA expects airport sponsors to actively seek feasible and prudent opportunities to eliminate, reduce or mitigate risks associated with penetrations to the 20:1 surface anytime there is an ALP update or master plan update.

The Airport Sponsor is responsible for completing and updating an Obstacle Action Plan (OAP). This OAP can vary significantly in size and complexity. It could be just a follow-up plan to the obstruction disposition table that is shown on the ALP or a follow-up to the penetrations identified on the AJV 20:1 master list. Regardless of complexity, it needs to demonstrate the phases necessary to accomplish the mitigation of obstacles penetrating the approach and/or departure surfaces in an expedited manner to the maximum extent possible. The OAP must also address the sponsor's action plan to

maintain clear surfaces. The FAA will add an OAP tracking program to the SAV tool in FY 2016. In the interim, the Airport Sponsor must submit an Excel spreadsheet to the ADO (using a template to be provided by AAS-100).

If the clearance of obstacles is not feasible at a particular time, the airport sponsor is expected to provide documentation of its efforts and the FAA should track the item as an open issue to pursue when a future opportunity arises. However, the Office of Airports does not have the authority to waive or agree to deferral of the sponsor's actions, and has no authority to prevent a restriction from being imposed on the affected Instrument Flight Procedure. Any waivers that are requested must be coordinated between the sponsor and the local Flight Procedures Team.

KEY POINT