

Appendix C

ALP Checklist



Delta Airport Consultants, Inc.

DRAFT
Airport Layout Plan Checklist

AIRPORT LAYOUT PLAN CHECKLIST
Washington Airports District Office
Federal Aviation Administration
November 28, 1997

This checklist is recommended for use by consultants, airport sponsors, and FAA Airports District Office (ADO) personnel to help insure that all pertinent information is reflected on the Airport Layout Plan (ALP) set of drawings. This checklist can be used for the small airports as well as for the larger, more complex ones and therefore every drawing or item in the checklist may not apply in all airport situations. However, certain drawings in the checklist are required in every case for FAA approval. These include (1) the Airport Layout Drawing, (2) the airport airspace drawing, and (3) the inner portion of the approach surface drawing. The need for the other drawings should be decided on a case-by-case basis. This decision as well as the determination as to which of the individual checklist items for each drawing apply to a given airport situation should be made at the time the workscope is prepared for the development of the new or updated ALP. This involves the ADO working closely with the airport sponsor and their consultant to evaluate and reach agreement on the use of the checklist in the ALP project. The individual checklist items as well as the case-by-case drawings that apply to a given airport situation depend on the nature and complexity of the facility and the evaluation during the ALP workscope determination process. Sound planning and understanding of local needs and conditions should be taken into account during this process. If during or after this process, the airport sponsor or their consultant disagrees with the ADO regarding the applicability of any element of the checklist to a given ALP project, they should provide the rationale for any such disagreement to the ADO. The ADO shall determine whether or not the rationale is acceptable and make the appropriate determination. In summary, this checklist can be used as part of the ALP Workscope process, during the preparation of the ALP, and in the draft and final ALP reviews.

AIRPORT: Virginia Highlands **LOCATION:** Abingdon, Virginia

SPONSOR: Virginia Highlands **DATE:** _____
Airport Commission

CONSULTANT: Delta Airport **DATE:** 02/05/2002
Consultants, Inc. 03/28/2003

DOAV/MAA: _____ **DATE:** _____

FAA PROJECT MGR: _____ **DATE:** _____

THIS CHECKLIST WAS COMPLETED FOR (check one):

- () ALP Workscope Purposes
- () ALP Preparation Purposes
- (X) ALP Review Purposes

DRAFT
Airport Layout Plan Checklist

Note: The following information provides specific instructions on its use in terms of checking **YES** or **NO**, with or without **REMARKS**, for each of these purposes.

Specific Instructions:

1. If used for **ALP Workscope preparation purposes**, **YES** or **NO** should be checked for each checklist item to indicate whether or not it is required for the ALP drawings for the given airport. Or, to avoid having to check every single item and help facilitate the process, only check **NO** for items that are not required with the understanding that if an item is not checked **YES** or **NO** (i.e., left blank or unchecked), then it is required. This should be done as a joint effort by the airport sponsor (and their consultant) and the ADO in developing the ALP Workscope. Any item requiring explanations should be given as remarks.
2. If used for **ALP preparation purposes**, the preparer (airport sponsor and their consultant) should check **YES** or **NO** to indicate whether or not the appropriate checklist items are reflected on the ALP drawings. Any item requiring explanations should be given as remarks. The checklist completed by the preparer should (shall, if so stated in an agreed to ALP Workscope) be submitted to the ADO with the draft ALP drawings.
3. If used for **ALP review purposes**, the ADO reviewer should check **YES** or **NO** to indicate whether or not all appropriate checklist items were reflected on the ALP drawings in a satisfactory manner. Any item requiring explanations should be given as remarks. The checklist completed by the ADO should be submitted to the preparer with the marked-up draft ALP drawings.

References:

The ALP checklist below is based primarily on Appendix 7 of AC 150/5300-13, Airport Design, including changes 1 through 5. Change 5 is dated 2/14/97. Appendix 7 covers ALP components and preparation. The Airport Property Map (formerly Exhibit "A") component of the ALP checklist is based primarily on AC 150/5100-17, Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects, dated 3/29/96.

Use the space below for any detailed remarks.

DRAFT Airport Layout Plan Checklist

I. The ALP Set of Drawings.	Yes	No	REMARKS
1. Required Drawings.			
a. Airport Layout Drawing.	<input checked="" type="checkbox"/>	()	NEW
b. Airport Airspace Drawing	<input checked="" type="checkbox"/>	()	UPDATE
c. Inner Portion of the Approach Surface Drawing.	<input checked="" type="checkbox"/>	()	NEW (2)
2. Case-by-Case Drawings.			UPDATE EAST GA
a. Terminal Area Drawing.	<input checked="" type="checkbox"/>	()	NEW WEST GA
b. Land Use Drawing.	<input checked="" type="checkbox"/>	()	UPDATE (NEW NOISE)
c. Airport Property Map Drawing, (Formerly Exhibit. "A").	<input checked="" type="checkbox"/>	()	UPDATE

Note: Normally, the Airport Layout Drawing and the Airport Airspace Drawing should be presented on separate sheets. The Property Map (formerly Exhibit "A"), if done as part of a new or updated ALP set of drawings, should also be depicted on a separate sheet (or sheets for large airports). The other drawings do not necessarily need to be on separate sheets, depending on scale and size of the drawings.

II. AIRPORT LAYOUT DRAWING

	Yes	No	REMARKS
1. Features:			
a. Layout of existing and ultimate facilities and features.	<input checked="" type="checkbox"/>	()	UPDATE ✓
b. Wind rose and coverage analysis.	()	<input checked="" type="checkbox"/>	EXISTING ✓
c. Basic airport and runway data tables.	()	()	UPDATE
d. Legend and building tables.	()	()	"
e. Title and revision blocks.	()	()	"
f. Sponsor approval block.	()	()	"
g. List of approved modifications to FAA Airport Design Standards (with dates), including proposed and planned modification to Standards, i.e., use of declared distances for airport design, expected to approved as part of the ALP review and approval process.	()	()	UPDATE
h. List of non-std. conditions and proposed disposition.	()	()	UPDATE
2. Preparation Guidelines:			
a. Sheet Size, recommended 22"x34".	<input checked="" type="checkbox"/>	()	✓
b. Scale, Determined by airport size 1"=200' to 1"=600'			
(1) Show graphic Scale.	<input checked="" type="checkbox"/>	()	✓
(2) Metric conversion table, (opt. per Appendix 6, AC 150/5300-13, Airport Design)	()	<input checked="" type="checkbox"/>	N/A
c. North Point:			
(1) True	()	<input checked="" type="checkbox"/>	EXISTING ✓
(2) Magnetic and year of magnetic declination.	()	<input checked="" type="checkbox"/>	" ✓
(3) North is to top left of drawing.	()	<input checked="" type="checkbox"/>	" NO CHANGE TO ORIENTATION
d. Wind Rose: Explain in Remarks for Data source if wind data not available for ALP wind rose.			
(1) Data source and time period covered (latest 10-yr period, using 36 point) Individual & Combined coverage.	()	<input checked="" type="checkbox"/>	EXISTING ✓

DRAFT Airport Layout Plan Checklist

	Yes	No	REMARKS
(2) Individual and combined coverage, see paragraph 203b of AC 150/5300-13, Airport Design for information on wind conditions.			
(a). Runways with 10.5 knots crosswind	()	X	EXISTING ✓
(b). Runways with 13 knots crosswind	()	X	✓
(c). Runways with 16 knots crosswind	()	X	✓
(d). Runways with 20 knots crosswind	()	X	✓
(e). IFR Windrose.	()	X	✓
e. Airport Reference Point (ARP)			
(1) Existing (nearest second NAD 83)	X	()	✓
(2) Ultimate (nearest second NAD 83)	X	()	✓
f. Topographic Information - Ground contours at intervals of 2' to 10', lightly drawn. Show any principal drainage features	X	()	NEW ✓
g. Elevations:			
(1). Runways - Indicate at existing and ultimate ends, displaced thresholds, touchdown zones, intersections, high and low points - accuracy to the nearest 1/10 ft.	X	()	✓
(2). Structures on Airport - If no Terminal Area Plan Drawing, show top elevations on this sheet. Use table and numbering system.	()	X	TAP SHEETS ✓
h. Building Restriction Lines (BRL) and Runway Visibility Zone (NA)	()	X	N/A ✓
i. Runway Details - (existing/ultimate)			
(1). Dimensions - Length and width.	X	()	✓
(2). Orientation:			
(a). Show runway end numbers.	X	()	✓
(b). True bearing nearest 1/10 degree	X	()	✓
(3). Lighting,			
(a). Show threshold lights.	X	()	✓
(b). No runway edge lights on drawing.	X	()	✓
(4). Marking			
(5). Show stage lengths if new runway or if runway extensions will be developed in stages.	()	X	NA ✓
(a). Show interim stage lengths on stage development sketches in ALP Narrative Report.	()	X	NA ✓
(6). End Coordinates			
(a). Show surveyed existing runway end coordinates (nearest 1/10 second, NAD 83) and elevations (nearest 1/10 ft).	X	()	UPDATE ✓
(b). For interim stage runway development show end coordinates (nearest 0.01 second, NAD 83) and elevation (nearest 1/10 ft).	()	X	NA ✓