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# MASTER PLAN UPDATE

*Northwest Florida Beaches International Airport*

**EXECUTIVE SUMMARY**  
*AUGUST 2021*



**NORTHWEST FLORIDA**  
BEACHES INTERNATIONAL AIRPORT





## EXECUTIVE SUMMARY

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The Executive Summary provides a background overview of Northwest Florida Beaches International Airport (ECP) and its facilities, while further detailing the Master Plan Update process. The Airport's website has destination and flight information, airport maps, driving directions, ground transportation, parking information, and ADA accessibility resources.

### AIRPORT MASTER PLAN

An airport master plan is a comprehensive study of an airport that is conducted via a systematic process that evaluates existing facility and market conditions, identifies anticipated stakeholders' needs, and formulates short-, medium-, and long-term development plans to meet future aviation demand. The process, methods and ultimate products are guided by Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5070-6B, *Airport Master Plans*.

#### ***Purpose and Objectives***

The purpose of this study is to provide long-term guidance and planning tools for continued airport improvements necessary to satisfy projected aviation demand in a logical and financially feasible manner. Consistent with this purpose, the Panama City-Bay County Airport and Industrial District (the Authority) has indicated that goals and objectives of the study should include, at a minimum, the following:

- ✈ Key terminal building phasing issues such as ticketing areas, security screening functions, passenger holdrooms and concourse areas, concessions, aircraft gate and parking positions, baggage functions (inbound and outbound), rental car facilities, administrative space, and general passenger circulation and flow
- ✈ Land use/economic development opportunities and issues such as infrastructure, access, and use
- ✈ Surface access/parking considerations
- ✈ Airfield planning issues
- ✈ Environmental considerations
- ✈ Financial considerations

In addition to addressing these objectives, this Study will also fulfill the broad master planning goals set forth by the FAA in AC 150/5070-6B, *Airport Master Plans*. These goals are:

- ✈ Document issues that the proposed development will address.
- ✈ Justify the proposed development through the technical, economic, and environmental investigation of concepts and alternatives.
- ✈ Provide an effective graphic presentation of the development of the Airport and anticipated land uses in the vicinity of the Airport.

- ✈ Establish a realistic schedule for the implementation of the development proposed in the study, particularly the short-term capital improvement program.
- ✈ Propose an achievable financial plan to support the implementation schedule.
- ✈ Provide sufficient project definition and detail for subsequent environmental evaluations that may be required before the project is approved.
- ✈ Present a plan that adequately addresses the issues and satisfies local, state, and Federal regulations.
- ✈ Document policies and future aeronautical demand to support municipal or local deliberations on spending, debt, land use controls, and other policies necessary to preserve the integrity of the Airport and its surroundings.
- ✈ Establish the framework for a continuing planning process. Such a process should monitor key conditions and permit changes in plan recommendations as required.

### ***Public and Stakeholder Involvement Program***

Public and stakeholder involvement is an integral part of any significant airport planning study, as it encourages information-sharing and collaboration among the community and airport stakeholders that hold a collective interest in the outcome of the Study. For the purpose of this study, stakeholders include the airport sponsor, airlines, tenants, users and travelers, local businesses, military interests, residents, resource agencies, elected and appointed officials, and the general public. A variety of forums, such as committees, public information meetings/workshops, and public awareness campaigns, are necessary to mitigate setbacks that may arise from having a large, diverse stakeholder group.

For this Study, a Planning Advisory Committee (PAC) was been established. The PAC consisted of technical level representatives of the Authority, airlines, airport tenants, general aviation users, the FAA, the FDOT, the Bay County Tourist Development Council, the Emerald Coast Regional Council, local municipalities and chambers of commerce, and other key agencies and interest groups. In addition, the PAC included representation from local municipalities, regional planning agencies, economic development organizations, land use and transportation planning groups, and business-related organizations. The PAC was asked to provide guidance and advice on technical and local issues and also reviewed working papers at various milestones throughout the course of the project to ensure that all relevant issues were adequately addressed. The PAC was also asked to provide broad input and insight on non-technical issues affecting the community. Up to five PAC meetings were held throughout the duration of the program as part of a coordinated series of meetings at key decision points in the study process.

In addition to the PAC meetings and project meetings, other forms of stakeholder involvement that were utilized during this Study included briefings for the Airport Authority Board, for specialized interest groups, and for the public. The Airport Authority Board briefings were scheduled, as needed, and covered topics of special concern or interest to the Authority.

The purpose of the public meetings and workshops was to provide opportunities for the Authority to engage the public in purposeful conversation about the Airport and the Master Plan Update. Other briefings were organized with key agencies, stakeholders, or public officials as needed for various topics. A Master Plan Update page, located on the Authority's website, enabled the public to conveniently access project specific information in a narrative and graphical format throughout the study's duration. Depicted below is a detailed list containing each of the key involvement briefings, workshops, and meetings carried out and planned, to date.

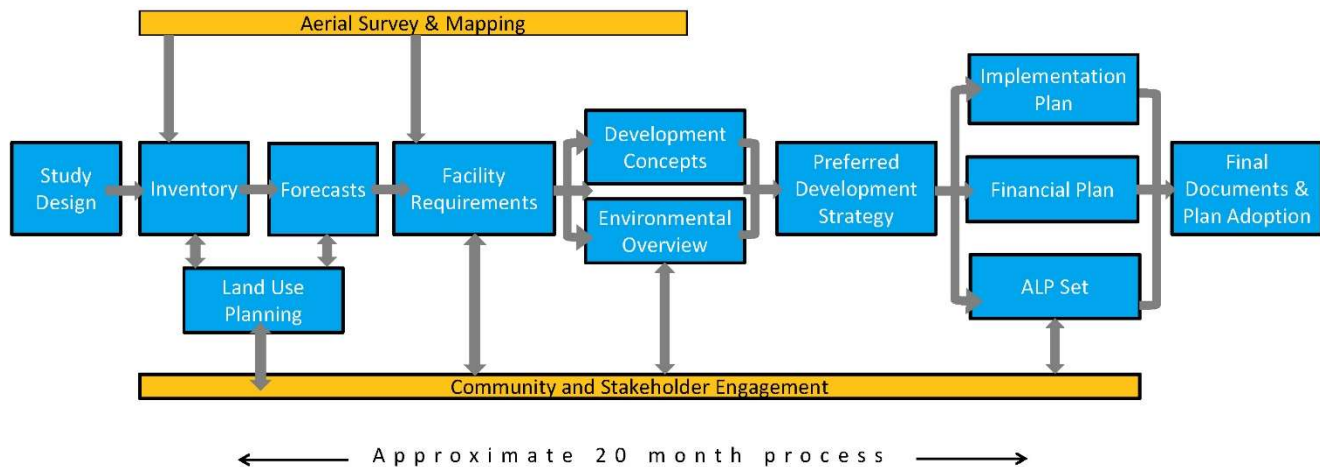
**Table 1 – Stakeholder Involvement Meetings**

Meetings	Date (2019)	Meetings	Date (2020)
Project Kick-off	February 26, 2019	PAC Meeting #2	August 10, 2020
Board Meeting #1	February 27, 2019	Board Meeting #6	August 26, 2020
Board Meeting #2	April 24, 2019	Board Meeting #7	October 28, 2020
Board Meeting #3	July 24, 2019	Public Meeting	October 29, 2020
Board Meeting #4	November 20, 2019	Board Meeting #8	December 14, 2020
Board Meeting #5	February 26, 2020	Board Meeting #9	July 28, 2021
PAC Meeting #1	April 23, 2020		

Source: CHA, 2021.

## MASTER PLAN PROCESS

Consistent with this guidance, as well as Florida Department of Transportation (FDOT) Airport Master Plan requirements, the process followed for preparing the ECP Master Plan Update is outlined below.



### *Inventory of Facilities and Existing Conditions*

Prior to determining current and future demands on the Airport, capabilities of existing facilities to support future demand, and establishing the Recommended Development Plan, it is important to develop an inventory of the existing physical conditions and operational characteristics of the Airport and surrounding area.

The elements that were evaluated as part of the inventory included the following: airfield infrastructure, Navigational Aids (NAVAIDs) and Instrument Procedures, passenger terminal facility, automobile access and parking, support facilities, airspace environment, meteorological conditions, and financial structure.

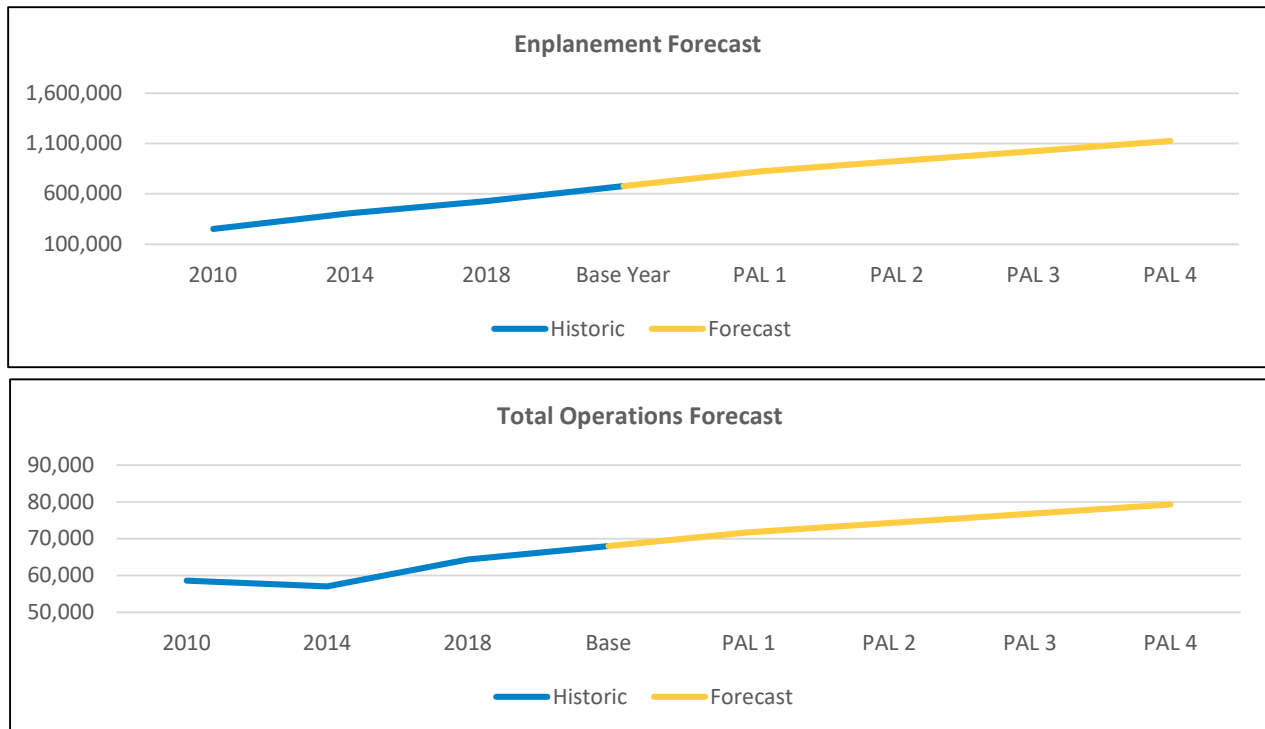
### **Forecasts of Aviation Activity**

A significant part of the Master Plan Update is forecasting aviation activity. Timing of demand can vary; therefore, Planning Activity Levels (PALs), rather than calendar years, were established to identify significant demand thresholds for facility enhancement projects. The PALs used for this Study correspond with the base year of 2019 and the planning horizon years 2024, 2029, 2034, and 2039. The two key components of the aviation demand forecasts are projected passenger enplanements and aircraft operations.

Enplanements refer to the number of passengers boarding a departing aircraft. In 2018, there were 528,431 enplanements at ECP, which are forecast to grow to approximately 1.1 million enplanements by PAL 4. Operations are the number of arriving and departing flights. ECP had 10,871 airline operations in 2018, which are expected to increase to 22,532 operations by PAL 4. Together, commercial, general aviation (GA), cargo, and military activities at ECP totaled 64,313 operations in 2018, which are expected to grow to about 79,334 total annual operations in PAL 4.

Projected increases in enplanements and aircraft operations also increase the demand on airfield and support facilities, terminal facilities, and automobile parking; therefore, these needs were also evaluated and are included within the Master Plan Update.

### **Enplanements and Operations Forecasts**



Source: FAA 2018 TAF, BTS T-100 Data, ECP, ECP ATCT, CHA, 2019.

*COVID-19 has impacted the forecasts negatively, resulting in 2020 operations and enplanements below the forecast; however, due to future improvements being based on activity levels rather than specific years, the recommendations contained in the Master Plan Update will remain valid based on the PAL metrics. The timing of the recommended improvements may slide, but the needs will remain.*

### **Facility Requirements and Airport Development Concepts**

During the Master Plan Update, evaluations were conducted to ensure ECP's airfield, passenger terminal and aircraft gates, parking and public access, and support facilities (i.e., aircraft deicing, GA, air cargo, fueling, airport equipment storage and maintenance, Aircraft Rescue and Firefighting (ARFF), airport operations center, and air traffic control) are able to adequately accommodate existing and anticipated levels. Based on these evaluations, numerous development concepts were created and reviewed for the various components of the Airport. The concepts deemed most reasonable to support the long-term operations sustainability of the Airport formulate the Recommended Development Plan.

#### Airfield

- ✈ Eliminate direct apron-to-runway access
- ✈ Expand GA Apron (Approximately 28,975 square yards (SY))
- ✈ Expand Terminal Apron (Approximately 45,706 SY)
- ✈ Design and Construct Crosswind Runway
- ✈ Construct taxiway parallel to Runway 16/34 (3,600 feet x 150 feet)
- ✈ Expand Taxiways 'K' and 'J' to meet a new taxiway constructed parallel to Runway 3/21

#### Terminal

- ✈ Expand Terminal Facility

#### Parking and Public Access

- ✈ Construct a 149-stall short-term public parking lot east of the existing rental car ready & return lot.
- ✈ Convert a portion of the existing 202-space short-term parking lot (including handicap spaces) into 96 additional covered parking spaces.
- ✈ Expand long-term parking lot westward to provide 104 additional spaces.
- ✈ Relocate the taxi queue north of the terminal. Repurpose the existing 28 spaces as cell phone parking spaces and expand the new cell phone parking by 26 spaces.
- ✈ Expand the west long-term parking campus westward to provide an additional 365 stalls of long-term parking.
- ✈ Expand the employee lot westward for an additional 46 stalls.
- ✈ Realign West Bay Loop to accommodate parking demands

- ✈ Expand the west long-term parking campus westward to provide an additional 522 stalls of long-term parking.
- ✈ Expand the west long-term parking campus westward to provide an additional 220 stalls of long-term parking.
- ✈ Expand the short-term lot east to provide an additional 361 stalls.
- ✈ Convert 91 parking spaces to additional covered parking.

#### Support Facilities

- ✈ Expand Air Cargo Apron north by approximately 170 SY
- ✈ Expand ARFF training facilities
- ✈ Develop additional Box Hangars at existing GA Apron
- ✈ Expand Fuel Farm facilities to include five 50,000-gallon tanks and three 15,000-gallon tanks.
- ✈ Develop additional T-Hangars

#### Planning

- ✈ 5-year ARFF, Airport Police, and Airport Maintenance Capital Improvements
- ✈ Property Acquisition - Runway 3/21 RPZ

### ***Land Use Evaluation & Environmental Overview***

#### Land Use Evaluation

As part of this Study, a land use evaluation was performed, with the primary focus being on lands owned by the Authority and how they can be developed in the future. Two areas, previously listed on the ALP as Aviation Use and General Aviation Use, were specifically analyzed. The Aviation Use area was analyzed exclusively for development that would be for aviation uses. The General Use area was analyzed for potential commercial development. A market assessment was also performed to determine the types of real estate development (i.e., speculative and built-to-suit), the competitive environment, and legal considerations.

#### Environmental Overview

An environmental overview was also performed to identify what potential impacts the construction and implementation of an airport development plan would have on the environment. The environmental overview included analysis of the following:

- |                                     |  |
|-------------------------------------|--|
| ✈ Air and Water Quality             | ✈ Land Use, Noise, and Compatible Land Use |
| ✈ Biological and Coastal Resources  | ✈ Environmental Justice                    |
| ✈ Hazardous Materials & Solid Waste | ✈ Energy Supply and Natural Resources      |
| ✈ Historical & Cultural Resources   | ✈ Light Emissions                          |
| ✈ Prime Farmlands                   |  |

Recommended Development Plan





### Financial Plan

The Authority maintains a current Capital Improvement Program with the FAA, which identifies future projects at the Airport. By maintaining and keeping the program updated, the Authority is allowed to apply for federal grants through the FAA's Airport Improvement Program, providing that the funds are not for revenue-generating projects.

Due to COVID-19, additional funding became available to airports, including ECP. In 2020, Congress passed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and the Coronavirus Response Relief Supplemental Appropriations Act (CRRSAA), followed by the American Rescue Plan Act of 2021 (ARPA).

To further assist with funding in terms of projects related to safety, security, preservation, capacity improvement, land acquisition, planning, and economic development, grants are also available to the Authority through the State of Florida.

Although funding is often available for projects through federal and state grants, a portion of projects are funded locally. Local funding consists of, but is not limited to, passenger facility charges (PFC), Customer Facility Charges (CFC), and the Authority's funds.

When analyzing the financial feasibility of projects to be conducted at the Airport, projected operating expenses and revenues, as well as the previously described federal and state funding opportunities, were taken into consideration.

**Table 2** presents a summary of the recommended Capital Improvement Plan costs by PAL, while **Table 3** presents the funding sources.

**Table 2 – Capital Improvement Plan Costs by Planning Activity Level**

	PAL 1	PAL 2	PAL 3	PAL 4	
Landside	\$ 3,789,523	\$ 5,591,340	\$ 9,958,351	\$ 10,877,425	
Airside	\$ 7,154,810	\$ 67,717,440	\$ 52,620,319	\$ 63,272,355	
Terminal	\$ 191,300,000	\$ 67,200,000	-	\$ 67,334,632	
Other*	\$ 634,325	\$ 20,979,660	\$ 9,389,764	-	
<b>Total</b>	<b>\$ 202,878,658</b>	<b>\$ 161,488,440</b>	<b>\$ 71,968,434</b>	<b>\$ 141,484,412</b>	<b>\$ 577,819,945</b>

\* General aviation development (fuel facilities, hangars, etc.), maintenance facilities, cargo development, Capital Improvements

**Table 3 – Capital Improvement Plan Funding Sources**

	Master Plan	Capital Expenditures	Total CIP
<i>AIP Grants</i>			
Entitlements	\$57,757	\$13,693	\$71,450
Discretionary	102,121	4,701	106,821
Total AIP Grants	\$159,877	\$18,394	\$178,271
<i>COVID-19 Relief Grants</i>	\$2,352	\$992	\$3,345
<i>State Grants</i>	\$37,401	\$6,726	\$44,127
<b>Total Grants</b>	<b>\$199,631</b>	<b>\$26,112</b>	<b>\$225,743</b>
<i>Local</i>			
PFC Leveraged			
2024 Loan	\$30,774	\$0	\$30,774
2039 Loan	67,335	0	67,335
<b>Total PFC Leveraged</b>	<b>\$98,109</b>	<b>\$0</b>	<b>\$98,109</b>
CFCs Pay-Go	\$3,522	\$0	\$3,522
Triumph Funds	\$25,000	\$13,181	\$38,181
<i>District</i>			
Loan	\$215,548	\$0	\$215,548
Amortization	35,749	49,968	85,717
Direct Expensed	261	1,983	2,245
<b>Total District</b>	<b>\$251,558</b>	<b>\$51,951</b>	<b>\$303,510</b>
<b>Total Local</b>	<b>\$378,189</b>	<b>\$65,132</b>	<b>\$443,321</b>
<b>Total Funding</b>	<b>\$577,820</b>	<b>\$91,245</b>	<b>\$669,064</b>

Dollar Values are in \$000's