

DIVISION OF RESEARCH, INNOVATION & SYSTEM INFORMATION
Research Initial Scope of Work
SUBMITTAL FORM - FY 2021/22

- I. Project Number: P1584
Project Title: Recommendations for Update of California Airport Land Use Handbook
- II. Task Number: 3917
Task Title: Recommendations for Update of California Airport Land Use Handbook

III. Project Problem Statement:

California has long led the way regarding innovative planning practices. The California Airport Land Use Planning Handbook (Handbook) provides guidance to Airport Land Use Commissions (ALUC), local jurisdictions, Caltrans planning staff and others seeking guidance regarding airport land compatibility planning. The Handbook has been used as the basis for similar documents in other states. The document incorporates relevant elements of the Public Utilities Code (PUC), related laws, and best planning practices. The Handbook was most recently updated by the Caltrans Division of Aeronautics (Aeronautics) in 2011. During the 10 years since the previous update there have been changes to state law and planning practices. These changes include a greater awareness of issues of equity within land use decision making. In 2020 Aeronautics initiated a process to update the handbook. The intent of this research is to provide a more in-depth review the needs of Handbook users, changes to statutory expectations, existing information and data sources, and current best practices.

The current Handbook is based on outdated data and does not address several current issues. A revised Handbook will provide California ALUCs, professional practitioners, decision makers and interested parties an updated and more comprehensive guidance to airport land use planning. It will also help entities outside of California seeking to update guidance. The document will also enhance California's position as a leader in multi-modal, sustainable and equitable planning.

IV. Objective:

The intended outcome of the research is the development of a comprehensive outline of the contents of a revised Handbook. This outline and compendium of information and data will be used to craft a scope of work and schedule to solicit a vendor to assist in the compilation of a revised Handbook.

V. Task Description of Work and Expected Deliverables:

Conduct additional research regarding statutory expectations, data availability, user needs, best practices across the country and possibly internationally.

The deliverables of this research will include the elements necessary to compose a scope of work and initial information to initiate a revision to the Handbolok.

VI. Background:

Caltrans's current Handbook is based on outdated data and does not address several current issues. A revised Handbook will provide California ALUCs, professional practitioners, decision makers and interested parties an updated and more comprehensive guidance to airport land use planning. It will also help entities outside of California seeking to update guidance. The document will also enhance California's position as a leader in multi-modal, sustainable and equitable planning.

VII. Estimate of Duration:

12 months

VIII. Related Research:

IX. Deployment Potential:

The deployment potential for this research is high.

Upon completion of the project, the Division of Aeronautics will create the scope of work and schedule necessary to release a bid request upon the securing of funds updating the handbook.

X. Author: Nathan Loeb

Date: May 20, 2021

Research Initial Scope of Work Guidelines **FY 2021/22**

INTRODUCTION:

The Project Manager/Task Manager (PM/TM) who decides to advertise their FY21/22 **approved** task(s) should follow the guidelines below. The completed Initial Scope of Work Submittal Form and any back-up documents should be forwarded to Stephanie Davis **on or before May 21, 2021**.

GUIDANCE ON INITIAL SCOPE OF WORK SECTIONS:

- I. **Project Number and Title:** (Limit titles to *no more than 60 characters*.)
- II. **Task Number and Title:** (Limit titles to *no more than 60 characters*.)
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- III. **Project Problem Statement:** (Describe the project problem statement.)
- IV. **Objective:** (Describe the overall task objective(s).)
- V. **Task Description of Work and Expected Deliverables:** (Optional section for the PM/TM to provide specifics about work requested in the proposal.)
- VI. **Background:** (A brief background statement or description of how the task relates to the project, and to departmental operations.)
- VII. **Estimate of Duration:** (Duration estimate for *this task*. Please align the schedule with the RPMD.)
- VIII. **Related Research:** (Results of PM/TM's literature review and/or Preliminary Investigation for new projects, or research results from previous tasks in this project. Also include additional research results/data and relevant literature.)
- IX. **Deployment Potential:** (Is this an incremental part of a larger research project? What stage of research is this project in now? What might be the eventual deployable product? What division/office/entity is the identified sponsor?)
- X: **Author and Date:** (Self-Explanatory)