

HANGAR DEVELOPMENT GUIDANCE AT VERMONT-OWNED AIRPORTS

CHECKLIST

AIRPORT:

NAME:

ADDRESS:

PHONE:

EMAIL:

PROJECT:

STEPS (AUTHORITY WHERE APPLICABLE)

COMPLETED (VERIFIED BY)

STEP 1: INITIAL CONTACT

☐

SITING SKETCH & QUESTIONNAIRE (VTRANS PROPERTY MANAGEMENT)

IF SITING SKETCH IS ON THE ALP

HANGAR SITING MEETING & LEASE AGREEMENT

IF SITING SKETCH IS NOT ON THE ALP

STEP 1A: FAA ALP APPROVAL (FAA)

☐

SECTION 163 REVIEW (VTRANS PROJECT MANAGER)

☐

PEN & INK UPDATE (VTRANS PROJECT MANAGER)

STEP 2: FAA ENVIRONMENTAL REVIEW (FEDERAL/ STATE)

☐

NEPA (VTRANS PROJECT MANAGER)

STEP 3: FAA HEIGHT RESTRICTIONS (FEDERAL/ STATE)

☐

PERMENANT CONSTRUCTION 7460 (VTRANS PROJECT MANAGER)

STEP 4:ENVIRONMENTAL REVIEW AND PERMITTING (ANR & ACT 250)

☐

ANR PERMITS (VTRANS PROJECT MANAGER/ VTRANS ENVIRONMENTAL PERMITTING COORDINATOR)

☐

ACT 250 (VTRANS PROJECT MANAGER/ VTRANS ENVIRONMENTAL PERMITTING COORDINATOR)

STEP 5: UTILITY COORDINATION (FEDERAL/ STATE/ LOCAL)

☐

PROPOSED UTILITY PLANS NEED TO BE APPROVED BY VTRANS PRIOR TO ENTERING INTO A UTILITY EASEMENT (VTRANS PROJECT MANAGER/ OPERATIONS MANAGER)

☐

UTILITY AGREEMENT (VTRANS PROPERTY MANAGEMENT)

STEP 6: LOCAL PERMITTING (LOCAL)

☐

BUILDING PERMIT (VTRANS PROJECT MANAGER)

☐

DFS COORDINATION (VTRANS PROJECT MANAGER)

STEPS (AUTHORITY WHERE APPLICABLE)

COMPLETED (VERIFIED BY)

STEP 7: PRIOR TO CONSTRUCTION (FEDERAL/ STATE/ LOCAL)

☐

FINAL PLANS AND SPECIFICATIONS (VTRANS PROJECT MANAGER/ OPERATIONS MANAGER)

☐

APPROVED CSPP (VTRANS PROJECT MANAGER/ OPERATIONS MANAGER/ FAA)

☐

TEMPORARY CONSTRUCTION 7460 (VTRANS PROJECT MANAGER/ OPERATIONS MANAGER/ FAA)

☐

PRE-CONSTRUCTION MEETING (VTRANS PROJECT MANAGER/ OPERATIONS MANAGER/ VTRANS ENVIRONMENTAL)

STEP 8: CONSTRUCTION (FEDERAL/ STATE/ LOCAL)

☐

REVIEW OF COMPLIANCE WITH STATE PERMITS (VTRANS PROJECT MANAGER/ VTRANS ENVIRONMENTAL)

☐

REVIEW OF COMPLIANCE WITH CSPP (VTRANS PROJECT MANAGER/ OPERATIONS MANAGER)

STEP 9: POST CONSTRUCTION (FEDERAL/ STATE/ LOCAL)

☐

REVIEW AS-BUILTS AND FINAL WALKTHROUGH (VTRANS PROJECT MANAGER/ VTRANS AVIATION ROW AGENT/ VTRANS ENVIRONMENTAL PERMITTING COORDINATOR/ OPERATIONS MANAGER)

☐

VTRANS CERTIFICATE OF PROJECT COMPLETION (CPC) (VTRANS PROJECT MANAGER)

GENERAL NOTES:

1.) VTRANS IS NOT THE SOLE AUTHORITY HAVING JURISTICATION (AHJ) FOR HANGAR DEVELOPMENT AT VERMONT-OWNED AIRPORTS. THIS CHECKLIST WAS CREATED TO AID DEVELOPERS SEEKING PARTNERSHIP WITH VTRANS TO CONSTRCT HANGARS AT VERMONT-OWNED AIRPORTS. THE STEPS MENTIONED ABOVE PROVIDE SPECIFIC ACTIONS THAT ARE NEEDED FOR DEVELOPMENT AND SHALL BE COMPLETED IN COORDINATION WITH VTRANS AS THE AIRPORT OWNER AND CO-PERMITTEE. THIS CHECKLIST PROVIDES WHAT COORDINATION IS NEEDED WITH FEDERAL, STATE, AND LOCAL AHJ AND WHO AT VTRANS IS NEEDED FOR THAT COORDINATION.

2.) FOR MORE INFORMATION, DEVELOPERS SHOULD REFERENCE THE "HANGAR DEVELOPMENT GUIDANCE AT VERMONT-OWNED AIRPORTS" ON THE AVIATION PROGRAM'S WEBSITE FOR A MORE DETAILED DESCRIPTION OF THE REQUIREMENTS