

# **AUGUSTA AVIATION COMMISSION DEVELOPMENT STANDARDS**

## **1. Introduction and Purpose**

These Development Standards (Standards) will establish reasonable criteria to guide the development and improvement of leaseholds on the Augusta Regional Airport (Airport). These standards promote consistent site planning, architectural design, and visual appearance of buildings and facilities constructed on the Airport. These Standards have been designed to complement the requirements of other agencies and jurisdictions regulating land development on Airport property. All Lessees or potential Lessees are required to comply with these development standards.

The Airport is owned and operated by Augusta Richmond County (ARC). The Airport encompasses approximately 1,411 acres of land dedicated to a variety of aviation and non-aviation related land uses. The ARC Code of Ordinances, Zoning and Building ordinances, Federal Aviation Administration (FAA) Rules, Transportation Security Authority (TSA) and the Georgia amendments to the International Building Codes and their relevant Articles and Sections shall apply to all development projects on the Airport, and are incorporated herein by reference.

All pertinent requirements of public agencies having jurisdiction at the Airport must be adhered to in the development of Airport property, and all plans must be routed through the ARC permitting and approval process. If these Standards are at variance with other agency requirements or ordinances, the more restrictive regulations will govern.

The acquisition of all required regulatory permits and approvals are the sole responsibility of the Lessee proposing the development.

All permanent improvements constructed on Airport premises, other than trade fixtures, shall become a part of the land and belong to the Airport upon the termination or cancellation of the lease agreement between the Lessee and Airport.

## **2. General Provisions**

All new construction shall be consistent with the Airport Layout Plan (ALP), Airport Master Plan (MP), Airport land use planning, Airport Minimum Operating Standards (MOS), in compliance with FAA and TSA regulations and in conformance with ARC building and safety codes applicable for the intended use, as currently written and as may be amended from time to time. The Airport reserves the right to modify these Standards as may be required in the future to achieve its development goals.

The Standards in this policy are not intended to replace building and safety standards established by federal, state and local entities. They are the minimum standards for both proposed development and for modification of existing buildings and facilities on the Airport.

Prior to initiation of any construction by Lessee, the Airport will require insurance and a performance and payment bond or other acceptable form of security to guarantee completion of construction, payment of subcontractors and material men, and the return of any funds expended by the Airport should Lessee default on any obligations.

Upon written notice from the Executive Director that construction may commence, Lessee shall, within sixty (60) days after such notice is given, let contracts for the entire construction project with a contractor or contractors capable of performing the work involved. Construction on the project shall begin as soon as possible after the contractors have been selected.

#### A. Land Uses

Prior to construction, the Lessee must have an approved Aviation Ground Lease with the Airport or sublease approved by the Augusta Aviation Commission (AAC) with an existing authorized tenant. Such lease to include all areas deemed necessary to the normal use of the building or proposed facility.

Land uses include:

**Aviation Sites.** These sites offer development opportunity for a variety of aviation related uses, and are located in close proximity to the established aircraft operational areas.

**Industrial and Commercial Sites.** Non-aviation related development will be considered on a case by case basis while preserving runway access sites for aviation related development.

#### **Non- Authorized uses include:**

Churches, day care centers, schools, nursing homes and residential uses.

Operations that create significant dust, odor, smoke or other visual impairments to visibility.

Operations that might generate potential hazards or be incompatible to the operating environment of an airport as specified by the FAA.

### **3. Review Process**

Development approval by the AAC is required prior to the undertaking of any site improvements, construction or installation, including clearing, grading, paving, signs, structures, landscaping, building additions or alterations or other improvements. This approval shall be in writing and shall be included in the lease file. Copies of all permits or approvals issued to the Lessee by other agencies shall be forwarded to the Director of Marketing & Business Development for retention in the lease file.

The following is a general overview of the review and approval process:

- A. Initial meeting with the Airport's Executive Director and the Director of Marketing & Business Development regarding the proposed project.
- B. Obtain a lease agreement or amendment to an existing lease with the AAC covering the leasehold interest to be developed.
- C. If applicable, apply for and obtain approval of the leasehold improvement by the FAA by submitting a properly documented FAA Form 7460-1. This document shall be developed by the Lessee and submitted to the Airport for transmittal to the FAA.
- D. Complete development of final plans and specifications for the leasehold development and submit to the Airport for approval. Two sets of plans, drawn to scale, and specifications, one copy of which must be sealed by an appropriately licensed registered engineer, architect and/or landscape architect shall be submitted. Upon review and approval, an approved copy of the plans shall be provided to the Airport for its records.
- E. Apply to ARC for a building permit for the proposed improvement, alteration and/or renovation if required by County Code.
- F. Provide the Airport with a copy of the County's building permit (evidencing satisfaction of code requirements).
- G. Provide evidence that the Lessee's contractor has obtained satisfactory insurance and FAA approval of the development (approved FAA form 7460-1).
- H. Within thirty (30) days following substantial completion of the project, provide the Airport with "as-built" documentation, including Autocad files of the construction drawings. Substantial completion shall be considered as the date of the Certificate of Occupancy issued by the County or other date acceptable to the Airport.

Documentation presented for preliminary review should include at a minimum:

**Site Plan.**

- 1. General site location map including a certified plat and legal description of the lease hold.
- 2. Details of the proposed development including:
  - a. Building location, orientation, overall dimensions and setbacks.
  - b. Developed area in square feet as a percentage of total leased area.
  - c. Proposed easements or other right-of-way required over any non-leasehold property necessary for development.
  - d. Site drainage details including a general grading plan, retention or detention ponds and pre and post development runoff and outfall calculations.
  - e. Connections to existing water, sanitary, gas, electrical service or telecommunication/fiber optic.
  - f. Pedestrian and vehicular circulation patterns and dimensions of all facilities proposed.

- g. Number and location of employee and patron parking, including handicap spaces, truck loading and service areas. Requested number of spaces shall comply with ARC zoning requirements.
- h. Estimate over time of the number of employees and patrons that will be accommodated by the proposed development.
- i. Location of solid waste collection points and details of privacy screening that will be provided.
- j. Landscape areas including quantity, location and type, i.e. ornamental, evergreen or deciduous trees or shrubs, groundcover, annuals or perennials and irrigation systems in compliance with ARC ordinances.
- k. Site lighting plan including lighting levels proposed for all aircraft aprons, automobile parking lots, roadways and airside access security gates and the type and orientation of all fixtures. All fixtures to be full cut-off and must comply with FAA regulations so as to not interfere with air traffic.
- l. Fencing and security plans including the method proposed to maintain airside security. Must comply with TSA and FAA regulations.

### **Building Design.**

- 1. Dimensioned building elevations, all faces, showing the type, quality and color of all materials proposed. This drawing shall include the floor slab elevation and any item of permanent construction placed adjacent to or on top of the building.
- 2. All structures shall be permanent construction and no buildings or structures shall be placed on Airport unless they are of new construction.
- 3. Line of sight drawing evidencing a clear line of sight from the FAA Air Traffic Control Tower cab over all leasehold development, including aircraft parked adjacent to the development, to any aircraft operational area that may be impacted by the development.
- 4. Color scheme, layout, and method of lighting for all exterior signage permanently attached to the building. If not shown on the building elevation, a separate drawing shall be submitted that shows the relationship between the proposed signage and the architecture of the building.
- 5. Color scheme, layout, location and method of lighting of all freestanding signs.

Plans will be reviewed for the quality of the proposal, as well as, for the development's effect and impact on existing tenants and on the general existing or planned surroundings. All proposed developments will be reviewed in order to ensure a high quality of compatible development is achieved.

If the submittal is acceptable, the Executive Director or Director of Marketing & Business Development will issue a letter of approval. If no letter of approval is issued, but comments are provided, appropriate revisions should be made and the revised plans submitted.

#### **4. Site Development Standards**

These Standards have been established to provide reasonable criteria to guide the development and improvement of leaseholds on Airport property to ensure consistent high quality, efficient, aesthetically attractive development with a reasonable economic life.

##### **Site Grading.**

A grading plan for leasehold development, with existing and future elevations, shall be submitted to the Airport for approval.

1. The minimum first floor elevation shall be established above 100-year flood plain elevations as defined by the Federal Emergency Management Administration (FEMA).
2. The entire leasehold development shall be graded to drain with no adverse effects created for the Airport.
3. The Lessee shall provide measures to reduce soil erosion and sediment deposits in drainage channels, ponds and downstream areas during construction. Specific measures shall be included on all plans submitted for approval.
4. The Lessee shall conduct all grading operations to minimize the creation of dust and shall include measures in the development specifications to prevent or alleviate the possibility of a problem.
5. Unless otherwise directed, the Lessee shall remove all materials and equipment not necessary for the development of the lease property from the Airport.
6. Suitable waste material, as determined by the AGS engineer, excavated from the site shall be delivered to a designated area on the Airport if the airport chooses to retain.
7. The Lessee shall be responsible for the cleanup of debris and other waste materials resulting from construction activity. The Lessee shall comply with all Federal, state and local regulations for hauling and disposal. Lessee shall use the ARC disposal facilities.

##### **Drainage and Storm Water Management.**

All leasehold development shall comply with the most recent drainage and retention/detention requirements of ARC, the Georgia Environmental Protection Division, the US Army Corps of Engineers and FAA Advisory Circulars 150-5320-5, Airport Drainage and 150-5200-33, Hazardous Wildlife Attractants On or Near

Airports and any subsequent regulations as may be amended or adopted in the future.

1. Specific requirements for each leasehold area should be coordinated with each regulatory agency, including ARC, early in the development of site engineering. This coordination should include a conceptual drainage plan, which outlines the impact of the proposed development.
2. All storm water retention/detention requirements shall be satisfied within the perimeter of each leasehold property. However, storm water does not have to be retained on the Lessee's parcel if the Airport has constructed a common use storm water retention system serving the leasehold area and sufficient capacity exists to accommodate the requirements of the leasehold.
3. Closed pipe storm water systems shall be installed to serve the entire leasehold. Curbs and gutters shall be installed around the perimeters of all parking areas and driveways to control surface runoff. All gutters shall be connected into the storm sewer system.

#### **Setbacks.**

1. Airside. All parking areas and buildings shall be setback from the airfield ramps, taxiways, and other areas used by aircraft in compliance with standards established by the FAA or as required by the Airport. All development shall conform to the dimensional requirements detailed by the ALP.
2. Building. All buildings shall be set back at least fifty (50) feet from Lessee's lease lines along the landside access roads. All buildings shall be set back at least twenty five (25) feet from all other Lessee's lease lines.
3. Parking. All parking areas shall be set back at least twenty (20) feet from Lessee's lease lines along landside access roads. All parking areas shall be set back at least ten (10) feet from all other Lessee's lease lines.

#### **Paving Requirements**

1. The standard construction and material specifications of the Georgia Department of Transportation or ARC, whichever is more stringent, shall be used for landside pavement (roadway, driveway and parking lots). Specifications prepared by the FAA, Advisory Circular 150-5370-10, Standards for Specifying Construction of Airports, shall be used for aircraft operational areas.
2. All airfield pavement design shall conform to Advisory Circular 150-5320-6, Airport Pavement Design and Evaluation, current edition.

## **Driveways.**

A permit to work within any public right-of-way will be required for all driveways constructed on County or State owned and maintained roadways. All building plans submitted for permits shall show all existing and proposed driveways, including any required acceleration/deceleration or left turn lanes.

Driveway permits will not be issued and access to a parcel will be denied unless a site plan showing the existing or proposed development is submitted or other documents submitted indicating the proposed usage of the driveway and parcel.

The width and number of driveways for a leasehold shall be determined by the type of use and volume of traffic projected to use the driveway/s.

1. In general, each Lessee will be permitted a single driveway or joint use driveway providing access to a public street. Additional driveways may be permitted for large developments when it is shown that the additional driveway is essential to provide adequate access to the development and will not adversely affect the safety or level of service of the existing roadway.
2. If the operational requirements of the Lessee require airside access, a second access driveway will be permitted from landside to airside. Use of all such access points shall be strictly controlled by the Lessee to assure the maintenance of an adequate security program.
3. The minimum clear nominal width for all driveways for landside access shall be twenty (20) feet, and twelve (12) feet for airside access routes.
4. Landscaping or commercial signs located within an island in a driveway must be approved by the Executive Director or the Director of Marketing & Business Development. Landscaping and signage shall not block line of sight or pose a traffic hazard.
5. The Lessee shall be responsible for all arrangements and agreements with adjacent property owners when joint use driveways or internal cross easements are permitted by the Airport. All agreements shall be in writing and subject to the approval of the Airport.

## **Parking.**

Sufficient parking shall be provided on the leasehold for each Lessee's employees, patrons and visitor's. Individual hangars shall have a minimum of two parking spaces. All parking areas and spaces shall be identified on the site plan.

1. All parking areas shall be paved and marked. No parking shall be permitted on or adjacent to streets or driveways.

2. Parking in areas between buildings and roads shall be acceptable if areas are designated on the site plan as parking areas, are screened from roadways by landscaping and required setbacks are maintained.
3. Handicapped parking spaces will be located in areas convenient to building entrances. The number of spaces so provided shall be consistent with applicable ADA, state and local regulations.
4. Curbs and gutters are required in all parking areas.
5. Landscaping shall comply with ARC and Airport development standards.

### **Sidewalks.**

Sidewalks shall be permitted only to provide for internal landside circulation on leasehold property. Sidewalks shall meet ARC requirements. Sidewalks shall be designed and pedestrian roadway crossings located to minimize pedestrian and vehicle conflicts. Proper warning signs and markings may be required by the Airport. Handicap ramps shall be located at all pedestrian crossings through curbs.

### **Landscaping and Irrigation.**

Landscape and irrigation plans shall be submitted to the Airport and ARC for approval. No portion of a leasehold area shall be permitted to remain dirt, gravel or otherwise uncovered. Generally, landscaping shall be avoided within aircraft operational areas and utilized primarily within landside facility areas; including roadways, driveways, parking lots, and building buffer and set back areas.

The Lessee shall not plant any species of tree, shrub or plant that produces berries, nuts or any type of fruit that can become an attractant to birds or other wildlife. Consideration shall be given to plantings concerning lifetime growth habits to ensure as they mature they remain in compliance with FAR Part 77 height restrictions. Landscaping shall not be located in any area that may interfere with visibility of pedestrian or vehicular traffic, or around fire hydrants so as not to obstruct access.

### **Fencing and Gates.**

Fences are to be confined to property leased by Lessee. Fences shall be provided, as needed, to prevent uncontrolled access from landside areas to airfield areas in compliance with FAA and TSA regulations. All fences shall be designated on any site plan as to the location and type.

1. Security fencing shall comply with FAA Specification F-162 for chain link fence including the concrete tie down strip beneath the chain link. The fence separating the airside and landside shall be chain link not less than seven (7) feet high and topped with three (3) strands of barbed wire on each side. The barbed wire shall be slanted away from the airside at



a forty-five degree (45%) angle. If landscaped screening is provided, it shall be located no closer than ten (10) feet from the fence and maintained in a manner to preclude overgrowth of the security fence.

2. All other leasehold fencing shall be chain link or concrete masonry. A ten (10) foot landscape border screening the chain link fence shall be placed on the public side of the fence. Other types of fencing (including wood) may be used within the lease area subject to the written approval of the Airport upon the documentation of satisfactory durability of the proposed material.
3. All gates shall have a minimum ten (10) foot clear opening. Any gate that is electrically or electronically operated shall have a manual back up system. Any key card operated gate shall have a standard key override. The Airport shall be provided with a means of access for emergency passage and access.

### **Outside Storage and Refuse Collection Areas.**

The location of outside storage areas and refuse collection areas and materials used for screening shall be a part of the site plan submitted by the Lessee to the Airport.

1. All outside storage of equipment or other materials shall be screened by an opaque screen utilizing materials that are the same as or similar to the main building or by installation of berms and landscaping acceptable to the Airport.
2. All outdoor refuse collection areas shall be visually screened from public view, adjacent properties and the airfield by an opaque screen utilizing materials that are the same as or similar to the main building it serves or by installation of berms and landscaping acceptable to the Airport.
3. Equipment and materials shall not be stored in areas fronting the landside access road.

### **Potable Water and Sanitary Sewer Facilities.**

Each Lessee shall coordinate its requirements for potable water and sanitary sewer service at the leasehold location with the Airport. Final details for the installation of the facilities required providing potable water and disposing of sanitary and industrial type wastes shall be subject to all applicable local, state and federal regulatory requirements.

1. A copy of all permits obtained by the Lessee at the date of site plan submission to the Airport for construction approval shall be submitted along with the site plan. Any permit that is pending approval shall be identified and submitted immediately upon issuance.
2. No septic tanks will be allowed.

### **Utility and Telecommunication Lines.**

All electric, natural gas, fiber optic cable and telecommunication lines on the Lessee's parcel shall be installed and maintained underground. All utilities, telecommunication and cable service shall be coordinated with the appropriate utility provider.

### **Exterior Lighting.**

Plans for lighting shall be submitted to the Airport for approval. Illumination levels shall be as required by applicable code and FAA regulations so as to not interfere with air traffic.

1. Lighting in parking areas shall be a uniform style throughout the development, as approved by the Airport. Lighting poles in parking lots shall be located within parking medians or islands. All lighting to be L.E.D. to be consistent with future changes. All fixtures to be full cut-off.
2. Where pedestrian walkways are not adequately illuminated by street lighting or parking lot lighting, uniform walkway lights shall be used consistent with the style and design of the street or parking lot system.
3. Any courtyard, terrace or other exterior pedestrian area adjacent to buildings or incorporated as part of the individual site plan shall use lighting compatible with the lighting styles of the walkway and parking area.
4. Architectural lighting shall be restricted to concealed up or down lighting. Such lighting shall be restrained in design and levels of illumination so as not to be a hazard to Airport operations or interfere with air traffic control tower (ATCT) operations. If requested by the Airport to resolve any question of interference, the Lessee shall submit a signed, sealed drawing from a registered lighting engineer.
5. All airfield lighting shall be designed in accordance with FAA Advisory Circular 150-5340-24, Runway and Taxiway Edge Lighting Systems and constructed in accordance with FAA Advisory Circular 150-5370-10, Standards for Specifying Construction of Airports.

## **5. Building Development Standards**

Colors, finishes, textures and other details must be approved by the Airport's Design Review Committee as a part of the plans submitted by the Lessee. The Airport is under no obligation to approve any proposed material. Building materials that produce glare or other effects that are hazardous to aircraft operation shall not be permitted.

### **Approved types of construction.**

1. Fractured fin or fractured face concrete masonry units.

2. Precast concrete.
3. Metal buildings.

### **Building Orientation and Profile.**

1. The building, or any component thereof, shall be oriented to preclude it from becoming an obstruction to a clear line of sight from the ATCT to any portion of the air operations area. The Lessee shall submit a scaled plan that depicts the impact on the ATCT's clear line of sight for approval by the Airport and the FAA.
2. The building on each site shall be oriented to minimize public view of service docks and overhead doors.
3. Building footprints shall be presented on the site plan.
4. Distinct entrances for airfield and landside users shall be provided.

### **Mechanical and Electrical Service.**

1. All Mechanical equipment shall be housed within the building when possible. When roof mounted equipment is required, it must be concealed by parapet walls taller than the tallest piece of roof mounted equipment. Plumbing vents are the only non-screened roof penetrations allowed.
2. Any exterior equipment shall be enclosed or screened so as to be an integral part of the architectural design and not in public view. Large pieces of equipment shall be located at ground level.
3. All electrical installations will conform to national, state and local building codes.

### **Roof Appearance and Construction.**

Roofs shall not be constructed of materials that are reflective or create glare. Signs, lettering, designs or other graphics shall not be placed, painted or otherwise located on roofs.

### **Sound Attenuation.**

Since the leaseholds are subject to noise levels associated with the Airport, noise abatement building construction techniques are required for office buildings and other buildings where people are located inside for a substantial portion of the workday.

### **Graphic and Sign Standards.**

Signage and graphics will be designed in harmony with the architecture of the leasehold improvements and other development on the Airport. Only those signs that conform to these standards will be approved. No sign will be erected until plans, elevations, sections, details and specifications have been reviewed and approved.

1. Standard Airport Directional Signs: These signs will be installed and maintained by the Airport.
2. Tenant Identification Signs: Tenants leasing or constructing a building may display their company names or other identification on a building mounted sign. If a building houses several businesses, additional signs will be allowed for identification of each business. Each sign will be considered on an individual basis.
3. Temporary Signs and Locations: Each parcel may have one (1) sign designated for leasing or contractor identification, as applicable.
4. Manufacturing and Installation Standards: All signs will be manufactured and installed by competent professionals. Graphics will be accomplished in a professional manner. Under no circumstances will conduits, ballasts, transformers, and manufacturer labels be located within public view. Upon completion and installation, the affected construction site will be restored to a finished condition.
5. Maintenance: All signage will be maintained in a safe and attractive condition so as to preserve the aesthetic qualities established for the Airport.

## **6. Security**

The Lessee, contractors, and all persons must comply with the TSA Part 1542 and 1544 regulations while working on the Airport property. Security fencing and all access points must meet the standards of the Airport's Security Plan at all times.

## **7. Miscellaneous Development Requirements**

The Airport's interest in reviewing proposed development is to ensure a high quality of compatible development. Plans will be reviewed for the quality of the specific proposal, as well as, the developments effect and impact on existing tenants, the Airport's development plans and on the general existing and/or planned surroundings.

In order to meet special or unforeseen situations, the Airport may allow variances of certain requirements so long as they are not in conflict with any TSA, FAA or ARC law, regulation or ordinance. Any variance granted is made with the overall development in mind and is not to be considered precedent setting.

All issues not covered specifically by these Standards will be resolved by the AAC on a case-by-case basis.