



# **ANC Airport Community Outreach Plan**

**September 2018**

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## **Acronyms and Abbreviations**

AACC	Anchorage Airport Communications Committee
Airport, ANC	Ted Stevens Anchorage International Airport
Coastal Trail	Tony Knowles Coastal Trail
DOT&PF	Alaska Department of Transportation and Public Facilities
FAA	Federal Aviation Administration
MOA	Municipality of Anchorage
NEPA	National Environmental Policy Act
SOA	State of Alaska

## SECTION 1 INTRODUCTION

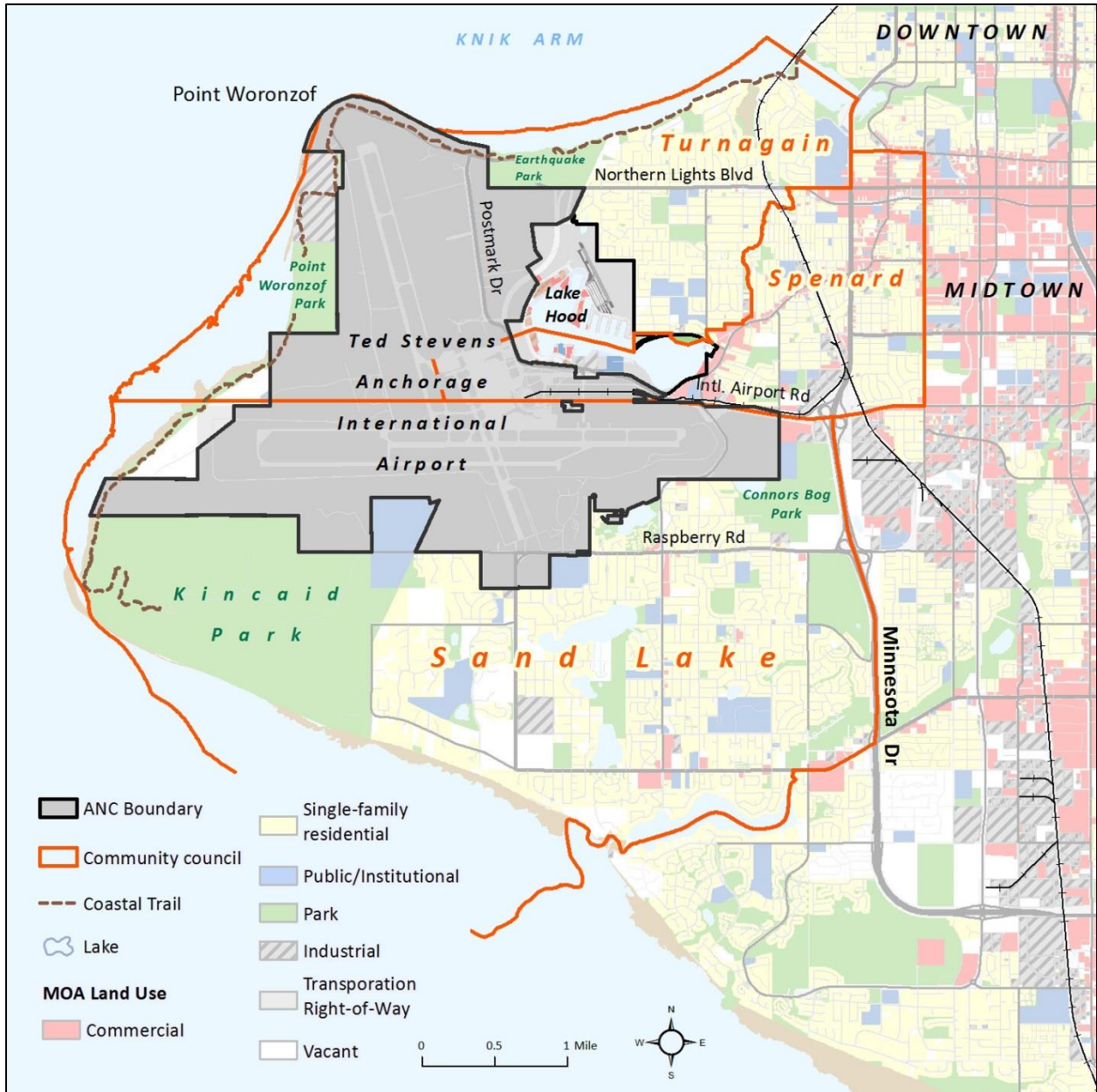
### **Ted Stevens Anchorage International Airport**

The Ted Stevens Anchorage International Airport (Airport) is among the most unique airports in the United States, serving as a vital transportation link to Alaska and as a vital cargo link between Asia and North America. The largest airport in the state, the Airport supports one in ten jobs in the Anchorage area and is an economic driver in Southcentral Alaska. The Airport ranks fifth in the world for landed cargo weight, handling over 5 million tons each year. Moreover, Alaska's limited ground transportation infrastructure makes air transport of the utmost importance to Alaska residents and visitors alike. The Airport serves almost 5 million passengers each year. Another unique element of the Airport is that it is home to Lake Hood, the world's largest and busiest seaplane base. The Airport is operated by the Alaska Department of Transportation and Public Facilities (DOT&PF).

Located in west Anchorage, the Airport is situated in close proximity to residential neighborhoods (Turnagain, Spenard, and Sand Lake), Downtown and Midtown, and popular recreational lands within the Municipality of Anchorage (MOA). The Airport is surrounded by Knik Arm to the north and west. It is adjacent to several MOA-owned parks including Kincaid, Point Woronzof, and Earthquake parks. The MOA-maintained Tony Knowles Coastal Trail (Coastal Trail) is a popular multi-use trail in the Airport area that traverses Airport- and MOA-owned land (**Figure 1**).

The ANC Airport Community Outreach Plan was developed by the Airport in response to Anchorage communities' request for more comprehensive, formalized, and accessible outreach. This plan augments the Airport's community outreach currently regulated by SOA Statute. Development of the original plan included significant input from Anchorage elected officials, community council representatives, and members of the public who reviewed and provided comments. Their suggestions were considered and, if practicable, incorporated into the ANC Airport Community Outreach Plan.

**Figure 1**  
**Airport Vicinity Map**



Source: MOA Land Use 2010.

## SECTION 2

### AIRPORT CONTACT INFORMATION

**Airport Address:**

5000 West International Airport Road  
South Terminal, 4<sup>th</sup> floor Room C4987  
Anchorage, AK 99502

**Airport Web Addresses:**

Main website:

[www.anchorageairport.com](http://www.anchorageairport.com)

Contact us / comment link:

<http://www.dot.state.ak.us/anc/commentForm.shtml>

Airport Staff Contact Information:

<http://www.dot.state.ak.us/anc/about/contact.shtml>

**Airport Telephone Contacts:**

Airport General Information Line:  
(907) 266-2526

**Online Public Notice and GovDelivery:**

Sign up for an automatic email list serve to receive information about the Airport:

GovDelivery:

<https://public.govdelivery.com/accounts/AKDOT/subscriber/new?>

State of Alaska Online Public Notice:

<http://aws.state.ak.us/OnlinePublicNotices/>

***Airtimes* Airport Newsletter:**

Available online and distributed via GovDelivery:

<http://www.dot.state.ak.us/anc/business/communityRelations/newsletters.shtml>

**Monthly *Airport Update*:**

Available online and distributed via GovDelivery:

[www.anchorageairport.com](http://www.anchorageairport.com)

## **SECTION 3**

### **ANC AIRPORT COMMUNITY OUTREACH PLAN**

#### **3.1 AIRPORT COMMUNITY OUTREACH PHILOSOPHY**

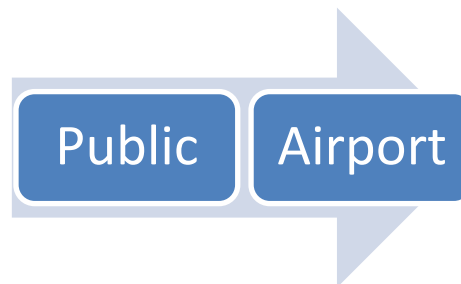
##### **Community Outreach Plan Mission: Inform, consult, and involve**

The Airport believes it has the responsibility to communicate information about both its operations and events that are of interest to travelers, Anchorage and State of Alaska residents, and other interested parties.

Leadership at the Airport is committed to maintaining lines of communication through press releases, online notifications, in-person meetings, and other methods informing interested parties about Airport events and actions that have an effect on their lives and livelihoods.

The Airport works with numerous community and government organizations on a regular basis and strives to maintain a transparent and positive relationship with businesses, neighborhoods, government officials, interest groups, and other interested parties. The ANC Community Outreach Plan documents the Airport's mission with regard to communicating with businesses, neighborhoods, government officials, interest groups, and other interested parties, and establishes guidelines for effective two-way communication between the entitees. The Airport will adhere to the ANC Community Outreach Plan to the greatest practical degree and encourages businesses, neighborhoods, government officials, interest groups, and other interested parties to adhere to the ANC Community Outreach Plan to the greatest practical degree.

#### **3.2 PUBLIC COMMUNICATIONS TO AIRPORT**

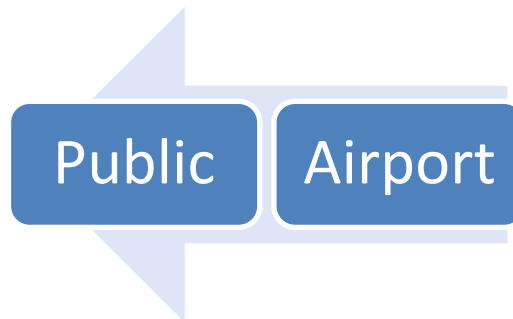


The Airport has established lines of communication designed to allow the public access to information about the Airport and the Airport to respond to reasonable inquiries that relate to Airport operations and development in a timely fashion.

The Airport asks that individuals and organizations with an interest in the Airport, or that have an inquiry or comment, use one or more of the following communication methods:

- Submit comments, complaints, and questions through recognized and established means and methods such as the online comment form, email, calling and/or visiting the Airport manager's office (see contact information in Section 2)
- Participate in the MOA's Community Council process (information about Community Councils is available at [www.communitycouncils.org](http://www.communitycouncils.org))

### **3.3 AIRPORT COMMUNICATION TO THE PUBLIC**



#### **3.3.1 REQUIRED COMMUNICATION**

- The Airport will respond to requests for meetings and/or information as requested by:
  - U.S. Congressional Delegation
  - State of Alaska Legislature
  - Municipality of Anchorage Mayor's Office
  - Municipality of Anchorage Assembly
  - Other elected officials



- National Environmental Policy Act (NEPA) – The Airport will comply with NEPA as needed to meet FAA requirements.

### 3.3.2 PUBLIC NOTICE

The Airport is responsible for complying with laws and regulations that establish the basic means for providing notice for public meetings per the Open Meetings Act (AS 44.62.310-312). Any Airport-related event that requires public notice pursuant to statutes or regulations will be published a minimum of 7 days in advance, with a goal of 10–14 days in advance. Public meetings will require:

- Publication on the State of Alaska Online Public Notice System
- Post in the ANC Airport Manager’s office

In addition to the regulation requirements, the Airport will provide additional public notice by:

- Emailing via GovDelivery

Public notices regarding only Lake Hood will be posted in both the ANC Airport Manager’s office and the LHD Manager’s office.

The Airport will comply with any changes in public notice regulations that may occur in the future.

With regard to leases and permits for Airport land, terminal space, and concessions, Alaska Administrative Code, Title 17 Chapter 42, regulates public notice. Float slip, tie down, and certain building permits are not required to be public noticed. When Airport land lease application information is ready for public review and comment, it will be public noticed via:

- Publication on the State of Alaska Online Public Notice System
- Posting in a public place on or near the Airport

In addition to the regulation requirements, the Airport will provide additional public notice by:

- Emailing via GovDelivery
- Posting on or near the physical location for new development that will occur within 500 feet of the ANC and LHD boundaries

The content of any public notice for leases is also regulated and, at a minimum, require notice of the applicant name, location of the lease, term length, lease rate, and authorized uses. Depending on the purpose of the lease (new, renewing, or making a material change) the notice either is to invite public competition or is for informational purposes only. These are regulated requirements that are subject to change when regulations are periodically updated.

Public notices for land leases posted on the SOA OPN system will include an exhibit for location identification purposes.

### 3.3.3 REGULAR COMMUNICATION WITH ORGANIZATIONS

The Airport regularly participates in meetings held by community organizations, aviation groups, and other entities.

To facilitate its regular meeting schedule, the Airport publishes a monthly *Airport Update* distributed via GovDelivery. This document shares information about Airport news, events, and noteworthy operations activity. The public can view the monthly *Airport Update* on the Airport's website, <http://www.anchorageairport.com>, or sign up for GovDelivery to receive the monthly updates.

### **Sand Lake, Spenard and Turnagain Community Councils**

Sand Lake, Spenard, and Turnagain communities are adjacent to the Airport. Airport responsibilities to these community councils include:

- Send the monthly *Airport Update* reasonably in advance of the Councils' meetings and post it on the Airport's main webpage
- Provide Airport-sponsored project updates as requested by the Community Councils or as desired by the Airport
- Attend each community council's monthly meeting
- Answer questions at Community Council meetings, including questions asked from the floor (Individual inquiries should be addressed at the same forum where asked.)
- Take comments from Community Council meeting attendees and follow-up as requested
- Consider Community Council input on specific proposals, developments and projects
- The Airport will require that applicants for land leases adjacent to residential areas meet with the associated community council to inform the community of their development plans.

The Community Councils' responsibilities include:

- Schedule the Airport update on the monthly Community Council meeting agenda at a consistent time
- Schedule all additional Airport-related agenda items as close as possible to the monthly update such that Airport-related matters can be addressed uniformly
- Include the monthly *Airport Update* with distribution of the agenda, if received in time
- Circulate Airport responses and follow up to questions posed during Community Council meetings to membership
- Encourage all persons interested in Airport issues to sign up for GovDelivery
- Communicate to the Airport the Community Council's Bylaws Mission Statement, as well as council positions on specific Airport-related items

- Coordinate public requests for meetings and/or information through the Community Council

Note: The Airport will respond to requests for meetings and / or information from other area Community Councils on a case-by-case basis.

### **Lake Hood User Group**

The Airport will meet with the Lake Hood User Group semi-annually, or more often as needed, to address specific issues.

The Airport will:

- Discuss Lake Hood issues with the User Group
- Recommend actions to appropriate Airport staff
- Follow up with information as needed

The Lake Hood User Group will:

- Provide feedback to the Airport
- Communicate meeting topics to the Airport

### **The Anchorage International Airport Stakeholder Group**

The Airport meets regularly with the Stakeholder Group, a group of business, community, industry and aviation interested parties. Meetings are organized by the Airport.

The Airport's responsibilities consist of:

- Discussing Airport-related matters with the Stakeholder Group, answering participants' questions and following-up with pertinent information as necessary
- Taking Stakeholder Group comments

The Airport Stakeholder Group responsibilities consist of:

- Providing feedback to the Airport and its representatives

- Communicating matters for discussion at meetings to the Airport and its representatives

### **Other Interest Groups**

The Airport will respond to communications requests from other interest groups on a case-by-case basis. Examples of other interest groups that may seek communications from the Airport include:

- Homeowner associations
- Freight Advisory Committee
- Lake Hood Pilots Association

#### **3.3.4 COMMUNICATION REGARDING AIRPORT SPECIAL PROJECTS, MANAGED BY CONTRACTORS**

The Airport participates in various required or voluntary studies and planning processes.

The following are special projects that are subject to FAA regulations regarding public participation and NEPA and are managed by contractors who also collect public input and conduct communications follow-up directly:

- Part 150 Noise Study
- Plans (i.e., Anchorage Airport Master Plan Updates, Lake Hood Master Plan Updates)

In the case where such special projects are being managed by contractors, the Airport will work with those contractors to follow these public comment requirements.

- The Airport will communicate how public comments can be submitted to the Airport in a timely manner consistent with established regulations, guidelines, and deadlines.

The Airport will make public comments and responses it receives reasonably accessible and available.

Information regarding the Annual Airport Construction Plan will be published as it is available in the Airport's monthly Airport Update, and presented at the appropriate time each spring at Community Council meetings.

### 3.3.5 AIRPORT RESPONSE TO PUBLIC QUESTIONS/COMMENTS

Regarding comments and questions from the public, the Airport will follow these communications guidelines:

- Comments and questions can also be submitted by visiting the following website:  
<http://dot.alaska.gov/anc/commentForm.shtml>.
- When necessary, inquiries will be directed to Airport subject matter experts according to topic. These experts will respond either directly or through a representative.

### 3.3.6 AIRPORT PUBLIC INVOLVEMENT ACTIVITIES

In addition to the communications activities outlined in this plan, the Airport is also an active participant in the following organizations:

- Anchorage Economic Development Corporation
- Visit Anchorage
- Alaska Travel Industry Association
- Anchorage Chamber of Commerce
- Alaska Chamber of Commerce
- World Trade Center Alaska

The Airport holds the following public events each year:

- Alaska Aviation Careers and Airport Job Fair (spring)
- Stand Down for Veterans (fall)
- Airport Clean-Up (spring)

## 3.4 MEDIA INQUIRIES

All media inquiries shall be made to the Public Information Officer at (907) 266-2545.

### **3.5 OUTREACH PLAN REVIEW AND RENEWAL**

In January of even-numbered years, the monthly *Airport Update* will include notice that the Airport is seeking comments and recommendations for modifications to the ANC Community Outreach Plan, and will accept comments and recommendations for 30 days thereafter for consideration. In the January and/or February *Airport Update*, the Airport may include any updates it recommends to the ANC Community Outreach Plan. The Airport or the Community Councils may request the Community Councils and other interested parties to form a committee to review communications between the Airport and the community and make recommendations. The Airport may update the ANC Community Outreach Plan based on both the public comments and recommendations and its own recommendations.

If you have any comments, edits or suggestions to this update, please send them to [teri.lindseth@alaska.gov](mailto:teri.lindseth@alaska.gov), or call (907) 266-2544.