



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: SUBMITTAL APPROVAL ACTION ON CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) NOTICE OF EXEMPTION FOR THE CONSTRUCTION OF THE HANGAR 1 OFFICE AND SUBMISSION OF RELATED FAA DOCUMENTS

MEETING DATE: July 19, 2018

PREPARED BY: KEVIN SMITH, GENERAL MANAGER

RECOMMENDED ACTION: (Approve by consent) Staff recommends approval of the Notice of Exemption Submittal for the Hangar 1 Office and authorizes the General Manager to submit supporting documents to the Nevada County Clerk’s Office as well as NEPA CATEX documents to the Federal Aviation Administration (FAA).

DISCUSSION: The Board of Directors approved construction of a small office building to serve Sierra Aero next to Hangar 1 (Hangar 1 Office) and to remove the current office space in the hangar allowing more internal hangar space for the maintenance of aircraft. Staff has finalized building plans and submitted a building permit application to Nevada County. County staff indicated that the project appears eligible to be processed as an administrative action. In order to receive final approval of the project the District needs to comply with all CEQA and NEPA requirements for this structure.

Mead & Hunt is assisting the District to complete the CEQA process and initiate FAA review of the project. With Board approval, the District will seek Federal Aviation Administration (FAA) approval for a revision of the Airport Layout Plan (ALP) to show the proposed office. We will provide the FAA with a draft Categorical Exclusion (CATEX) to support that agency’s approval of construction of the office. We will also seek FAA airspace approval for the proposed structure.

THE CEQA PROCESS: The California Environmental Quality Act (CEQA) requires governmental agencies to consider the potential environmental effects of projects prior to approval. Although

this project was not specifically identified in the Airport Master Plan, the Mitigated Negative Declaration (MND) for the Airport Master Plan provides the data for evaluation of potential effects of this project.

The CEQA Guidelines include a list of projects that normally do not have a significant effect on the environment, and they are declared to be *categorically exempt* from the requirement for the preparation of environmental documents. A categorical exemption cannot be used for an activity where there is a reasonable possibility that this activity will have a significant effect on the environment due to unusual circumstances.

The Hangar 1 Office qualifies for an exemption under Guidelines Section 15303 – *New construction or conversion of small structures*. This project meets the criteria listed for this exemption because:

- The project fits within the threshold of 2,500 square feet of floor area for a new commercial use.
- The site is zoned for the proposed use.
- All public services and utilities are available.
- Based upon the data provided in the MND for the Airport Master Plan, the site is not environmentally sensitive.
- The extension of the sewage line is specifically mentioned in the exemption.

Because this project qualifies for a Categorical Exemption, additional environmental analysis is not required. The Master Plan's MND provides sufficient information on the project site for the District Board to conclude that there are no unusual circumstances that would disqualify the project from using a CATEX. For example, the MND document states that there are no endangered species or cultural artifacts located on the site.

As an exempt project, a *mitigation monitoring plan* is not required. However, in keeping with District general practices, staff is proposing to incorporate mitigation measures from the Master Plan MND related to construction impacts and building design into this project. These mitigations will include:

- Dust and sediment control.
- Checking for birds and bats, if trees are felled during nesting season.
- Use of low VOC architectural coatings on the structure.
- Use of energy efficient doors, windows, and lights.

The Board resolution supporting construction of the Hangar 1 Office includes implementation of these mitigation measures as a condition of approval.

THE FAA REVIEW PROCESS: The District agreed to a number of assurances as a condition of receiving FAA grants for planning and construction projects on the Airport. Among these assurances are requirements that the District keep the ALP current. Before the Hangar 1 Office can be constructed, the ALP must be updated to show the Hangar 1 Office. Additionally, for the FAA to approve construction of the Hangar 1 Office, the agency must comply with the provisions of the National Environmental Policy Act (NEPA). This requires preparation and approval of an appropriate environmental document. This project is expected to qualify for a *categorical exclusion* allowed for construction of assessor structures. Construction of the building also requires compliance with the Code of Federal Regulations (FAR) Part 77 – *Safe, Efficient Use, and Preservation of the Navigable Airspace*. This involves submitting information to support FAA review of the building for potential conflict with the airspace necessary for the Airport to function safely. All FAA approvals are expected to be received within the next few weeks.

SAMPLE MOTION(S): (Approve by consent) I move to approve the Notice of Exemption submittal for the Hangar 1 Office and authorizes the General Manager to submit supporting documents to the Nevada County Clerk’s Office as well as NEPA CATEX and ALP documents to the Federal Aviation Administration (FAA).

ATTACHMENTS:

- ALP Update Sheets 1 and 2
- CEQA Notice of Exemption
- NEPA Categorical Exclusion