



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

AGENDA TITLE: Hangar Revitalization Program Concept Review
MEETING DATE: Wednesday, September 27, 2023
PRESENTED BY: Robb Etnyre, General Manager
STRATEGIC PLAN: Focus Area 2.A.6. Develop a Hangar Revitalization Plan to address long standing deficiencies, winter damage, safety zones and procedures, including non-conforming or non-permitted internal hangar structures.

RECOMMENDED ACTION: Board guidance on a comprehensive approach to hangar revitalization in keeping with the Strategic Plan identified goals, and desire to maintain existing hangar infrastructure in exceptional condition and for aeronautical use only.



Background: The Board and management have identified many District hangars being used for non-aeronautical purposes, or with significant safety hazards. Additionally, many hangars, and hangar rows have reached the end of their useful life or have experienced significant weather structural impact. The District has established Strategic Plan Goals to address this. Also, the FAA has recently conducted a land use inspection of District hangar use, identifying several hangars designed for aeronautical use housing non-aeronautical equipment and items while the District has a waiting list for individual with aircraft needing hangars.

DISCUSSION: Truckee Tahoe Airport has 227 hangars. They vary in size and original construction from 1963 to 2018. Hangars are leased month to month for locally based aircraft. Each hangar and hangar row are inspected both monthly and quarterly by Operational and Maintenance Staff

for repair, maintenance, and safety. There are various board and staff policy instructions on maintaining and use of hangars, including the operation of hangar doors. Winter 2022/2023 resulted in significant damage to several of the hangar rows, which will require extensive repair and impact availability of hangars until addressed. Additionally, there are various internal storage conditions by tenants, and many with legacy or unpermitted internal structures both attached and free standing within the hangar buildings creating additional stress during significant weather events in which the hangars were not designed, or create safety / fire hazards. To address these many factors, along with the ongoing desire to maintain and improve hangars to maximize their useful life and our customer enjoyment of the hangars, while ensure the primary use of hangars is for aviation purposes, the follow is proposed.

PROPOSAL:

- 1) Develop a comprehensive plan to address the follow elements of a hangar revitalization program.
 - a. Maintenance
 - i. Identify reserve replacement and facility maintenance inspection plan & work schedule, and funding plan.
 - ii. Repair of winter damage to individual hangars / hangar rows.
 - iii. Review turnover process to minimize hangar turnover time.
 - iv. Develop a hangar improvement plan to improve their existing condition, seal concrete and asphalt, upgrade light fixtures, etc.
 - v. Review hangar row paint color and schedule to explore opportunities to add color to the community.
 - b. Hangar Tenants
 - i. Update lease agreement with all tenants and integrate with the Districts online Civix customer engagement system.
 - ii. Updated engagement tools with tenants to keep them informed of appropriate hangar & District information.
 - iii. Establish appropriate definitions for hangar tenants of allowable uses of hangar facilities, including annual inspection and deficiency correction plans. See Exhibit 1 of non-conforming uses.
 - c. Safety
 - i. Create safety zones within each hangar to address hazardous material storage, fire suppression, and emergency egress. See Exhibit 2.
 - ii. Reinforce established policy on operation of hangar door.
 - iii. Identify non-conforming or permitted structures within hangars, including corrective action plans.
 - d. Rates
 - i. Conduct a Rent Study to address appropriate rates and fees in 2025.
 - ii. Coordinate with Fly Quiet & Safety discount program development to offer reduced hangar rent for participation in those programs.
 - iii. Review hangar waitlist to validate true customers interested in aircraft hangars to better understand the demand.

- e. Primary Management Compliance Documents (PMCD)
 - i. Update PMCDs to address District hangars, hangar storage, and appropriate aeronautical use, including clear non-compliance timelines for corrective action and if necessary, lease termination. This update should also address the routine movement of aircraft to appropriately sized hangars. PMCDs to be updated 4th Quarter 2023.
- f. Communication
 - i. Develop a communication plan to engage hangar tenants in the development of the hangar revitalization planning process.
 - ii. Integrate ongoing communications with tenants and waitlist individuals with the Civix customer engagement program.
- g. Timeline
 - i. Develop a timeline to complete a hangar revitalization plan in accordance with the strategic plan goals.
 1. May – November 2023: Communicate draft plan with hangar tenants.
 2. November 2023: Update PMCDs.
 3. November 2023 – Board approves final plan.
 4. 1st Quarter 2024
 - a. Issue updated and standardized hangar lease agreement to all hangar tenants, with appropriate details and references to hangar facility requirements.
 - b. Ensure all tenants are informed of the requirements of hangar occupancy focused on storage of aircraft and aviation support equipment.
 5. 2nd & 3rd Quarter 2024
 - a. TTAD staff conduct inspections of all hangars to identify necessary corrective action of the most out of compliance hangars.
 - b. Tenants not in compliance will be given notice of required corrective action with an appropriate and approved cure period of 30-60 days.
 - c. Reinspection for corrective action will take place in accordance with established individual notifications.
 - d. Incomplete corrective action can result in tenant lease termination.
 6. 2nd & 3rd Quarter 2025
 - a. TTAD staff conduct inspections of all hangars to identify necessary corrective action for out of compliance hangars.
 - b. Tenants not in compliance will be given notice of required corrective action with an appropriate and approved cure period of 30-60 days.
 - c. Reinspection for corrective action will take place in accordance with established individual notifications.

- d. Incomplete corrective action can result in tenant lease termination.

Exhibit 1

Examples of non-compliant, non-aeronautical equipment being stored in hangars, and shelving not properly secured creating safety and fire hazards for tenants, District employees, and the structure.





Exhibit 2

Sample of newly upgraded hangar with epoxy floor and stripping for designated safety and no storage areas.

