



Airport Experience Working Group Meeting #1

Establishing a Baseline

September 24, 2019, 4pm

Airport Experience Working Group Introduction

Housekeeping

Involvement:

- The Airport Experience Working Group is the deliberating body. Questions will be taken from attendees as deemed appropriate and timely.

Member participation:

- Use of name tents

Website: <https://www.asevision.com/aewg/>

- Other working groups have their own sites.
- Our, and other working group, meeting dates are posted so others and the public can attend, if desired.
- Data related to each meeting is placed on the working groups landing page.
- Support data (general) is on the web where it resides today.

Meeting Schedule



Meeting 1 - Establishing a Baseline and Goal Setting

September 24th, Pitkin County Library Dunaway Community Room, 4 – 7pm

Meeting 2 - What Does Success Look Like Part I: Exploring Terminal and Landside Options

October 2nd Aspen Meadows, Doerr-Hoiser, 4 – 7pm

Meeting 3 - What Does Success Look Like Part II: Exploring Terminal and Landside Options (*if needed*)

October 22nd, Pitkin County Building, Roaring Fork Room (location tentative), 4 – 7

Meeting 4 – Report: Finalize and Refine Recommendations

TBD, 4 - 7 pm

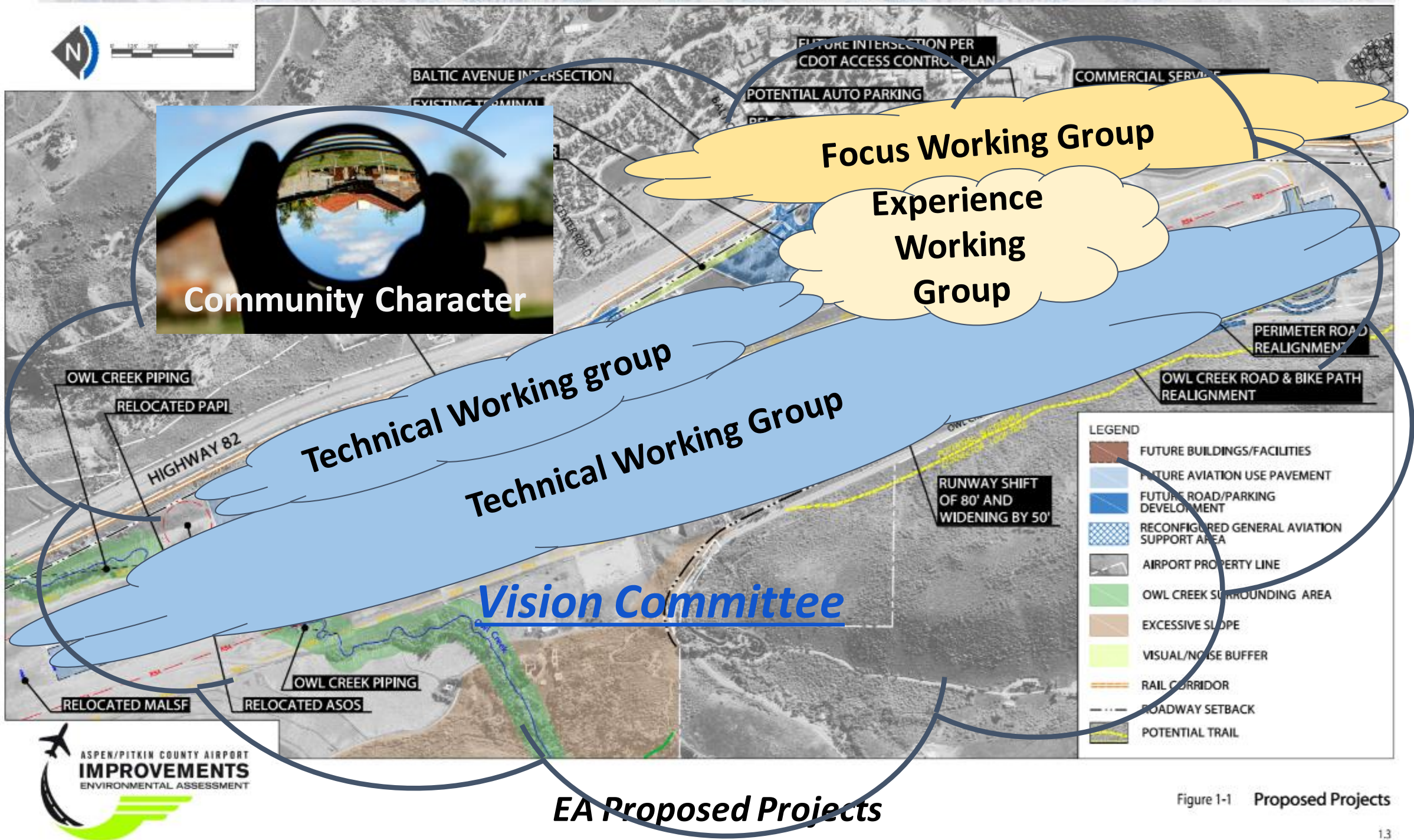


Figure 1-1 Proposed Projects

Airport Experience Working Group

Strategic Questions

Based on our values, our goals of limited enplanement growth, and our goal to reduce CO2 emissions, what would a warm, welcoming and comfortable terminal look like?

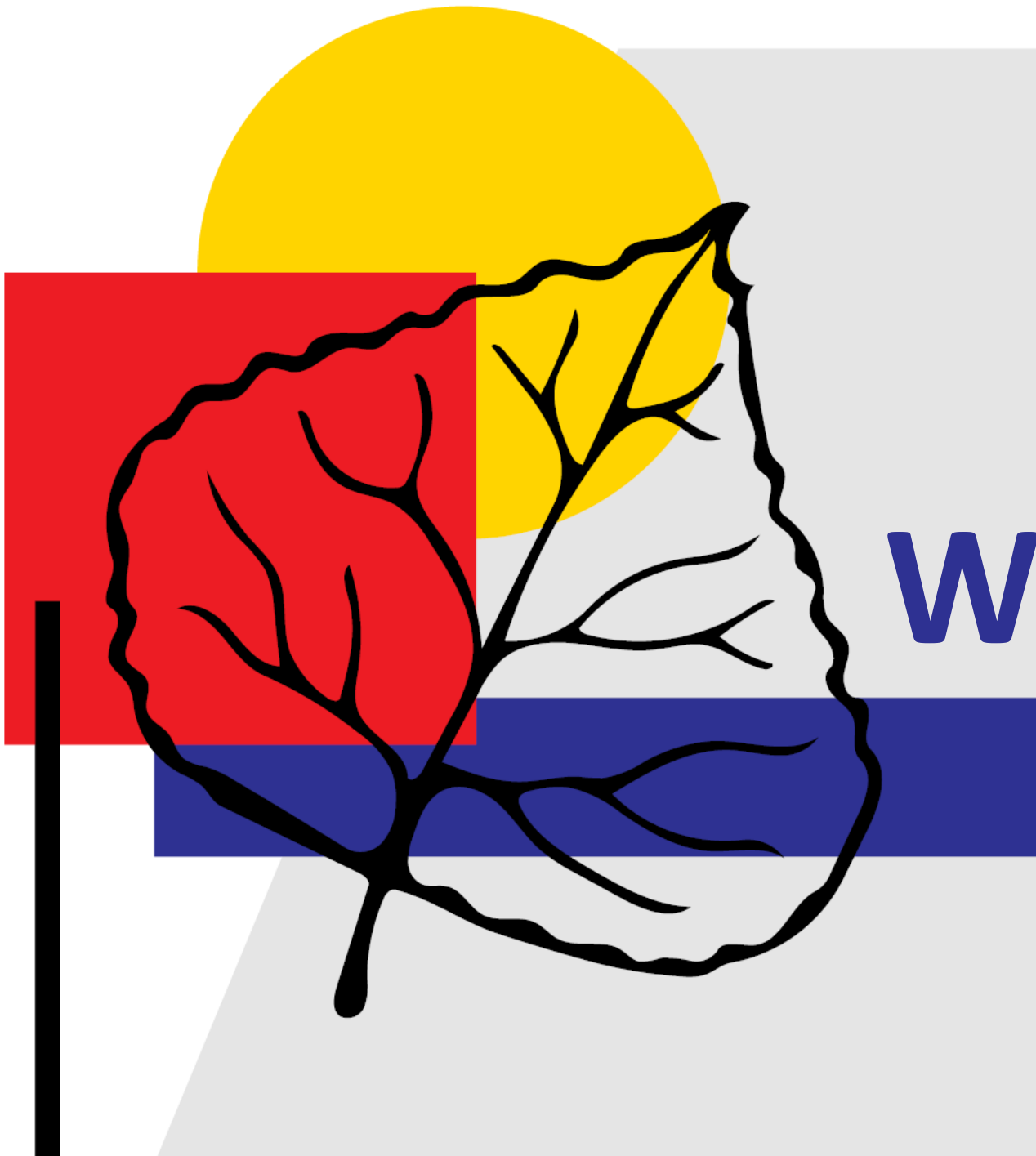
- *How could it best “fit” the community?*
- *What are our terminal and landside options?*
- *How could our building size, function, number of gates, etc. best reflect our values, planning directions, and goals?*

Airport Experience Working Group

Meeting #1 – Agenda (4-7pm)

Mission - To meet our community values and goals, what is our preferred passenger terminal?

- I. Review reference materials (EA, FAA design criteria, terminal planning guidelines, values summary, target goals, etc.)
- II. Airport terminal planning
- III. How can we improve the airport experience?
- IV. Identify shared goals and priorities
- V. Lighting Round and Discussion
 - Identify Shared Goals and Priorities
 - *What do we need to address and recommend the following considerations: terminal size, passenger amenities, and sustainability?*

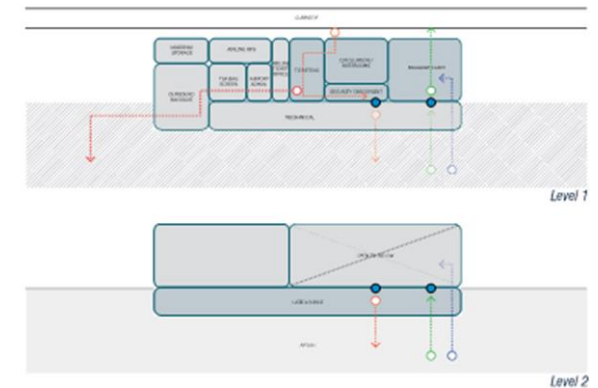


Airport Experience Working Group Deliverables

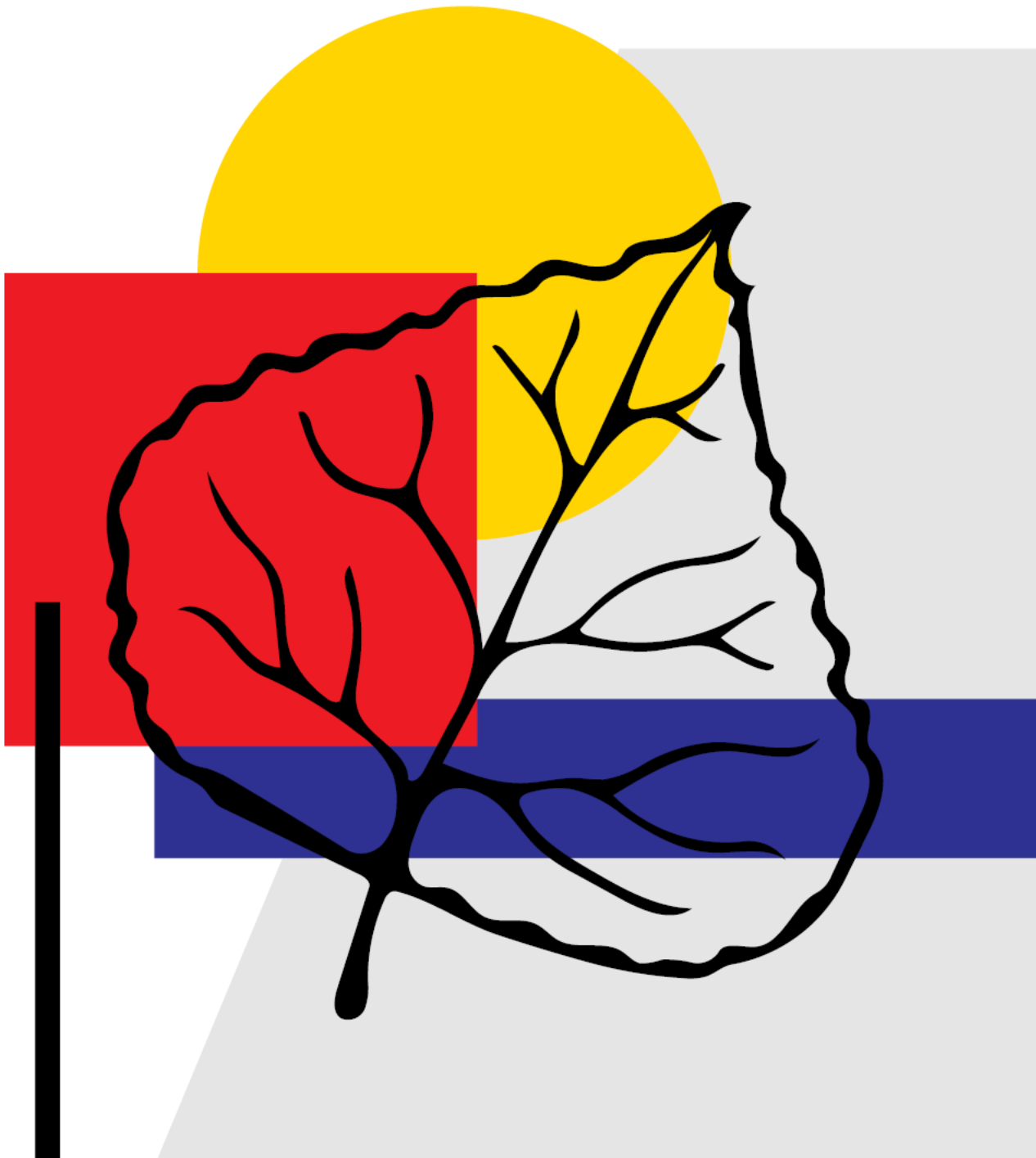
Deliverables by November to Report Back to the Airport Vision Committee

I. Recommendations on:

- I. Terminal building size and priorities
 - *No. of gates*
 - *Sterile boarding area*
 - *Ticketing/passenger space, etc.*
- II. Customer amenities
- III. Sustainability measures
- IV. Architectural/aesthetic treatment



Note: Deliverable could be graphical such as a layout plan.



Reference Materials

Reference Materials

How do these reference material documents help us guide a discussion and recommendation?

- I. Values Summary and Target Goals
- II. Constrained Forecast Impacts
- III. Gate Turn Information
- IV. 2018 Environmental Assessment
- V. FAA Airport Terminal Planning Advisory Circular
- VI. Terminal Planning Guidance

Values Summary and Target Goals

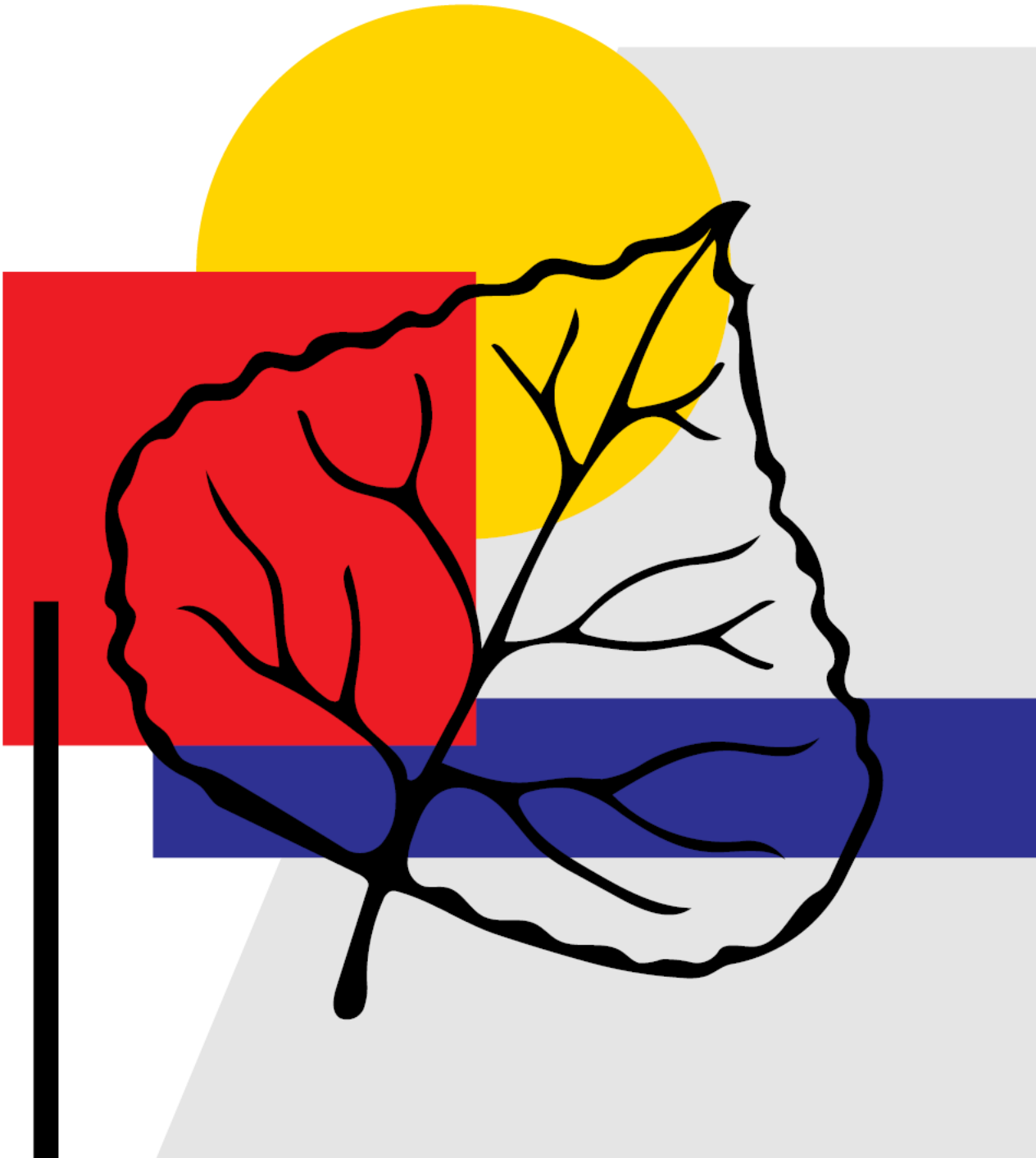
- Reduce overall airport emissions (aircraft & facilities) by 20-30% [Target for Overall Airport Emissions]
- Reduce noise levels by 20-30% [Target for Airport Noise Intensity]
- Accommodate limited growth [Airport Commercial Enplanement Target of 0.8%]



ASE COMMUNITY VALUES SUMMARY

- Safety in the Air and on the Ground
- Adaptable, Flexible, Future-Proof
- Environmental Responsibility
- Community Character – Reflect local culture and values
- Economic Vitality
- Warm and Welcoming
- Design Excellence
- Efficiency – an airport that works well
- Preserve High Quality of Life
- Convenient and Easy Ground Transportation

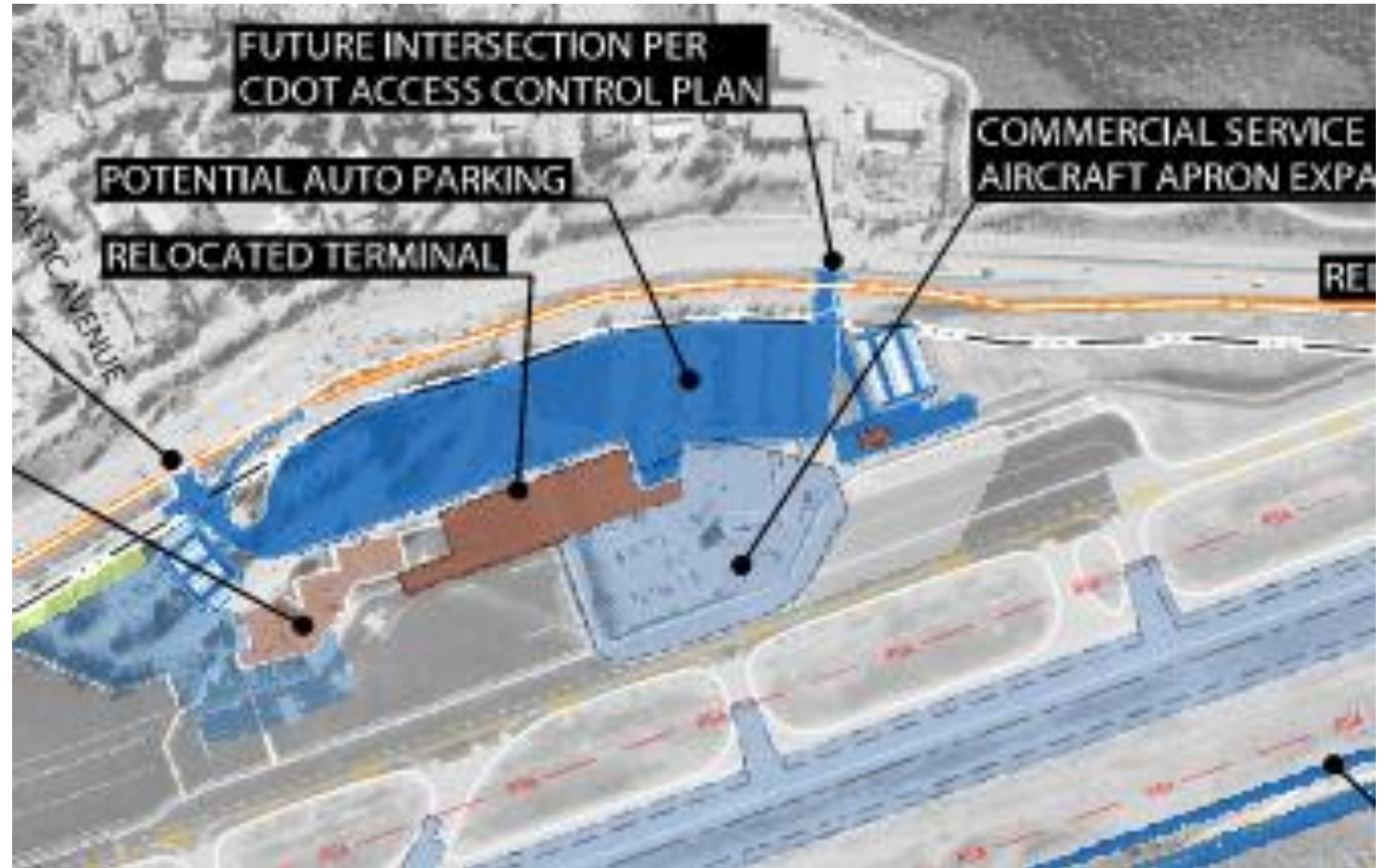
Airport Overview



2018 Environmental Assessment

Potential 10 gates
140,000 - 180,000 SF

Current terminal: 47K SF



FAA Airport Terminal Planning Guidance

- I. FAA Airport Terminal Planning Advisory Circular
- II. Passenger Terminal Planning Guidance

Terminal Planning "Rules of Thumb"

FAA Method 1: Gross Square Feet per Narrow-body Aircraft Gate

- Smaller Domestic Terminals = 15,000 SF (or smaller) to 18,000 SF per narrow body gate

Number of Gates	Recommended SF/Gate	SF Range*
6 gates	15,000 SF - 18,000 SF	90,000 SF - 108,000 SF
5 gates	15,000 SF - 18,000 SF	75,000 SF - 90,000 SF
4 gates	15,000 SF - 18,000 SF	60,000 SF - 72,000 SF

*ASE may want more space due to delays

Terminal Planning "Rules of Thumb"

FAA Method 2: Square Feet per Assessed

- FAA Gross Building Area using a ratio of .28 - .32 SF per Annual Enplanement

Annual Enplanements	Annual Enplanement Ratio	SF Range*
215,000 (2008 approx. yr. enplanements)	.28 - .32 SF	60,200 SF - 68,800 SF
284,000 (2018 approx. yr. enplanements)	.28 - .32 SF	79,520 SF - 90,880 SF
330,000 (2028 poss. yr. enplanements)	.28 - .32 SF	92,400 SF - 105,600 SF

*ASE may want more space due to delays

Terminal Planning & Programming

- I. Planning ratios are established by the International Air Transport Association
- II. “Level of Service” is an important concept
- III. Some terminal space is more prescribed (like security and safety) and **some spaces are at the discretion of the airport owner**

You have some choices to make

Terminal Planning & Programming

Security (mandatory)

Area	Guidelines	ASE	Notes
Screening	1,400 square feet per lane		Includes equipment and circulation
Queue	600 square feet per lane		Per TSA guidelines
Recomposeure	10 - 20 feet deep	15 feet	Area for passengers to sit and gather their belongings
Exit Corridor	10 - 20 feet wide	10 feet	Egress width must meet local building code
Offices	% of Queue & Screening Area	10%	Based on local TSA needs and requirements

Terminal Planning & Programming

Ticketing/Check-In (airlines pay for this)

Area	Guidelines	ASE	Notes
Ticketing Positions	Peak hour departing passengers	By airline	Total = number of agents + self-service kiosks
	Peak hour/Ratio equals # of positions needed Ratio (factors in wait time and average processing rate per passenger at check-in)	Ratio = 16.0 10 min wait 4 min/pax	Existing ratio can be maintained or changed based on staffing levels and efficiency
Position Length	5-6 linear feet per position	6	1 counter = 2 agent positions typical
Queue	20 - 25 foot deep X counter length	20 feet	Egress width must meet local building code
Airline Ticketing Office	25 - 30 foot deep X counter length	30 feet	Based on local TSA needs and requirements

Terminal Planning & Programming

Concessions

- What kind of retail do you like to see?
- What amount and type of restaurants, bars, etc. makes sense for Aspen?
- Concessions provide important amenities to the passengers and are also an important revenue source to help pay for the building
- Advertising

Terminal Planning & Programming

Secure hold room

- What kind of space is appropriate?
- How should the Airport plan for delayed flights (extra people hanging around)?
- Should this area feature mountain views?
- What about special zones for kids or business travelers?

Terminal Planning & Programming

Restrooms

- In addition to men's and women's, how should we plan for family and special need facilities?
- What do you think is most important about restrooms?
- Is this an amenity that should be above industry standards?

Terminal Planning & Programming

Circulation and queuing

- Is it OK to have lines go out the door?
- What is an acceptable amount of time to wait in line (ticketing, security screening)?

Terminal Planning & Programming

Airport workers

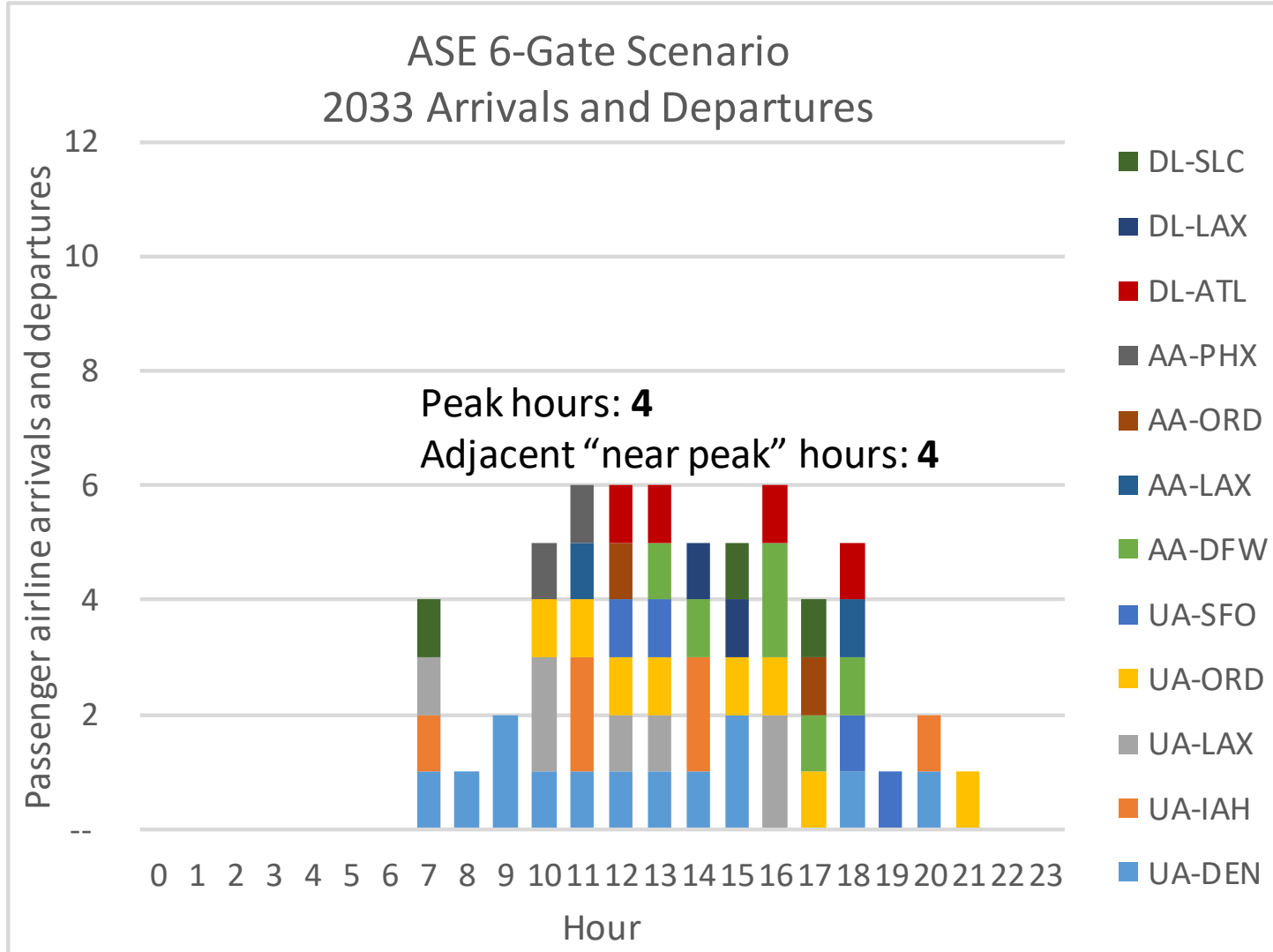
- How should we treat the workers at the Airport?
 - Space to do their jobs
 - Training and break rooms
 - Amenities



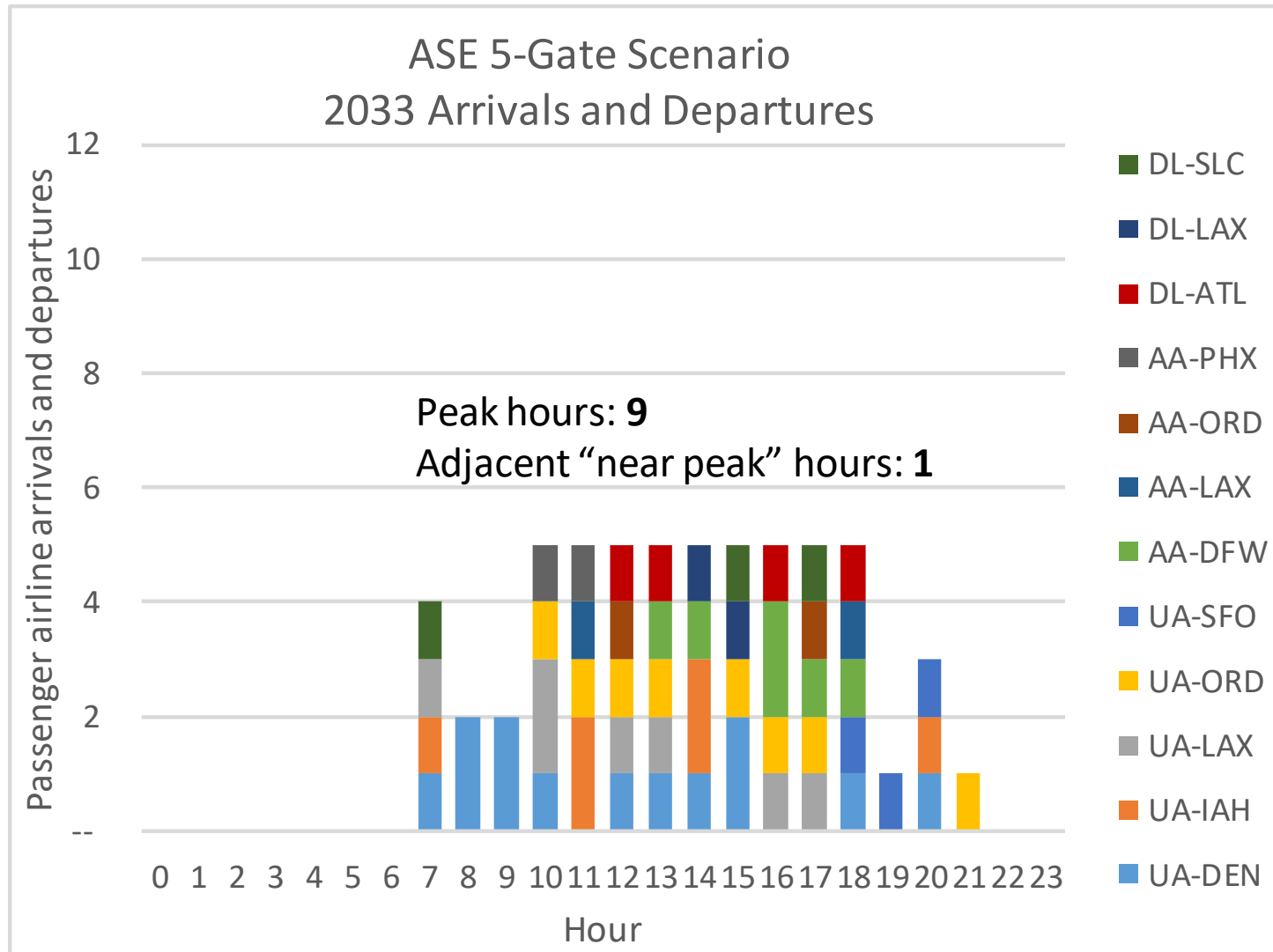
Peaking Schedule for 6 Gates

How fast can you turn a gate?

The amount of time it takes to “turn” a gate (unloading passengers and baggage and then loading the next flight) varies by airport but 5-8 turns per day is a normal range for ASE



Peaking Schedule for 5 Gates

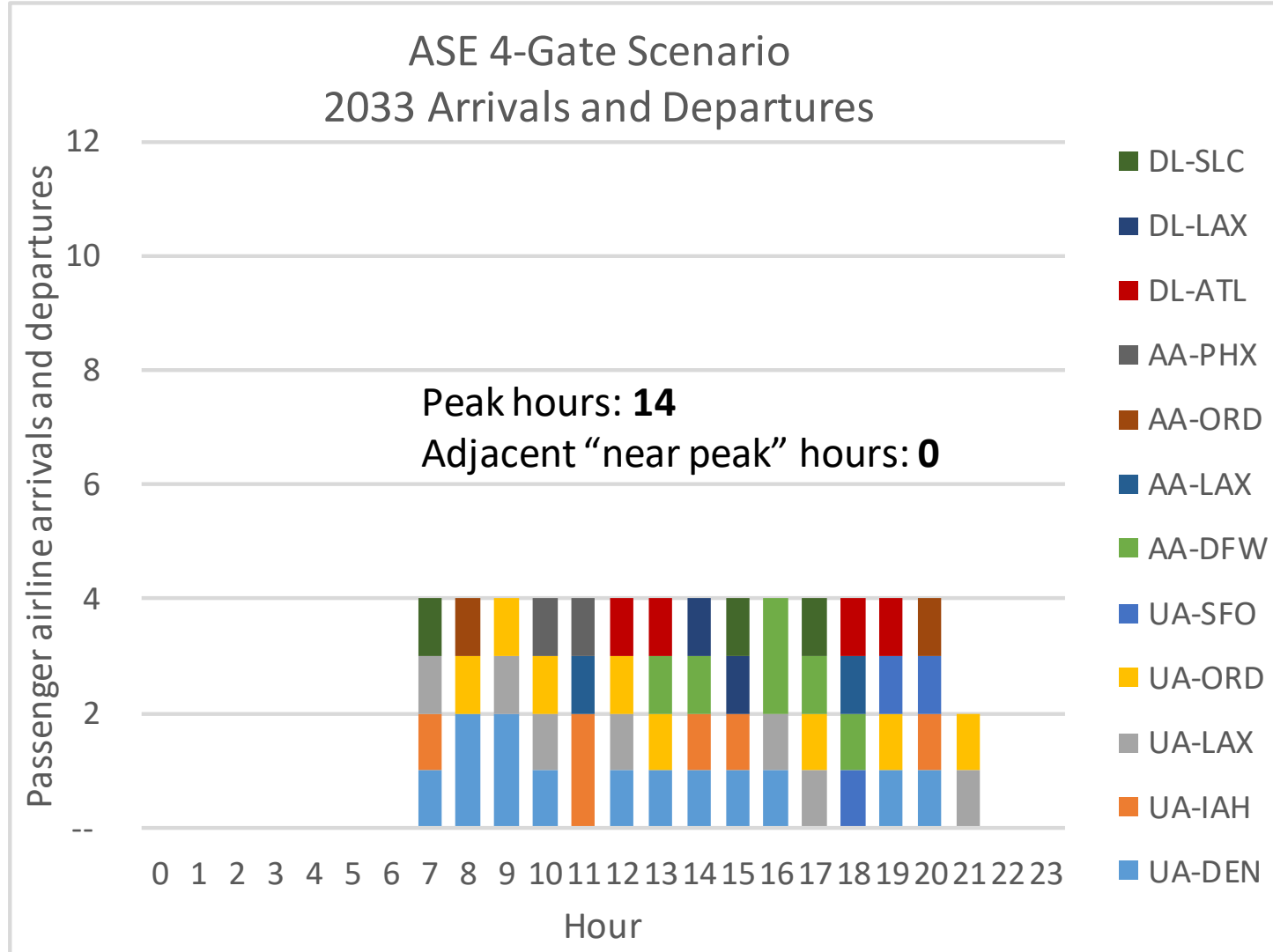


How fast can you turn a gate?

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Peaking Schedule for 4 Gates

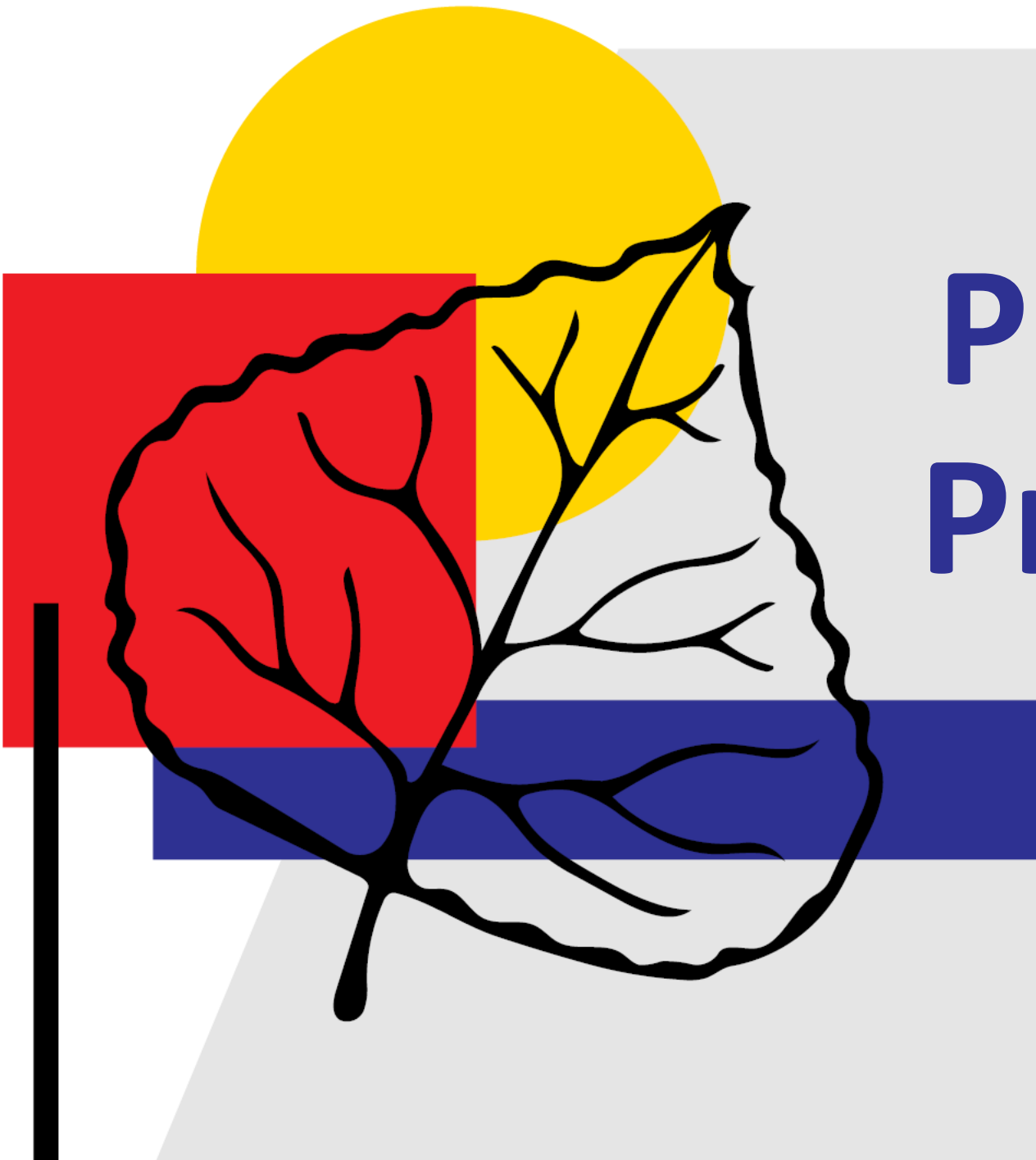


How fast can you turn a gate?

The amount of time it takes to “turn” a gate (unloading passengers and baggage and then loading the next flight) varies by airport but 5-8 turns per day is a normal range for ASE



Terminal Planning and Programming



What Does “Warm, Welcoming, and Comfortable” Look Like?



Oslo



Jackson Hole



Cheyenne



International Falls, MN

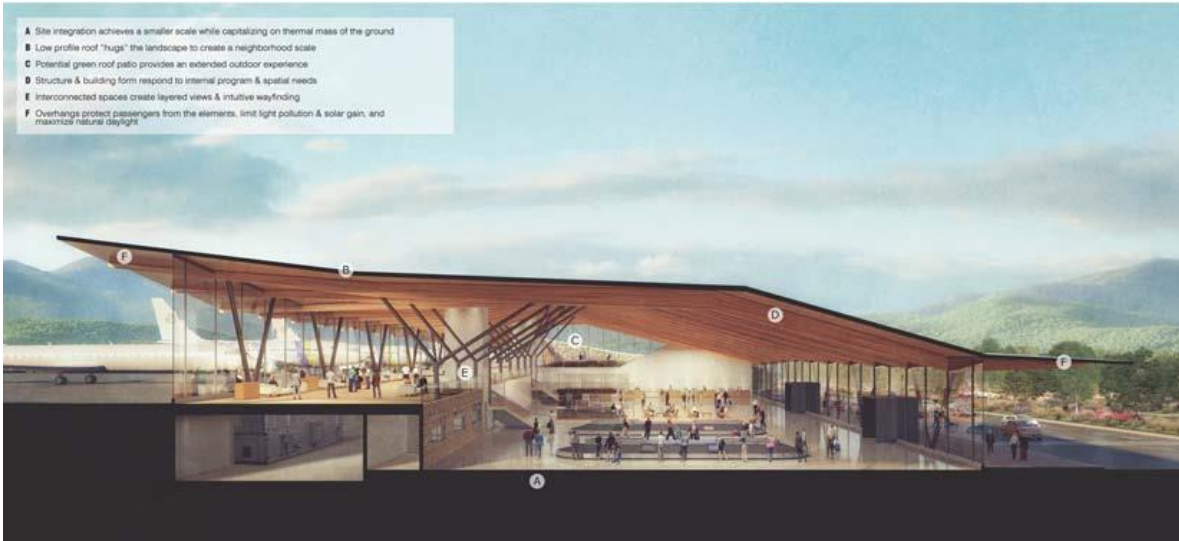
Fort McMurray,
Canada





EA's Pavillion Concept





EA's Ridge Concept

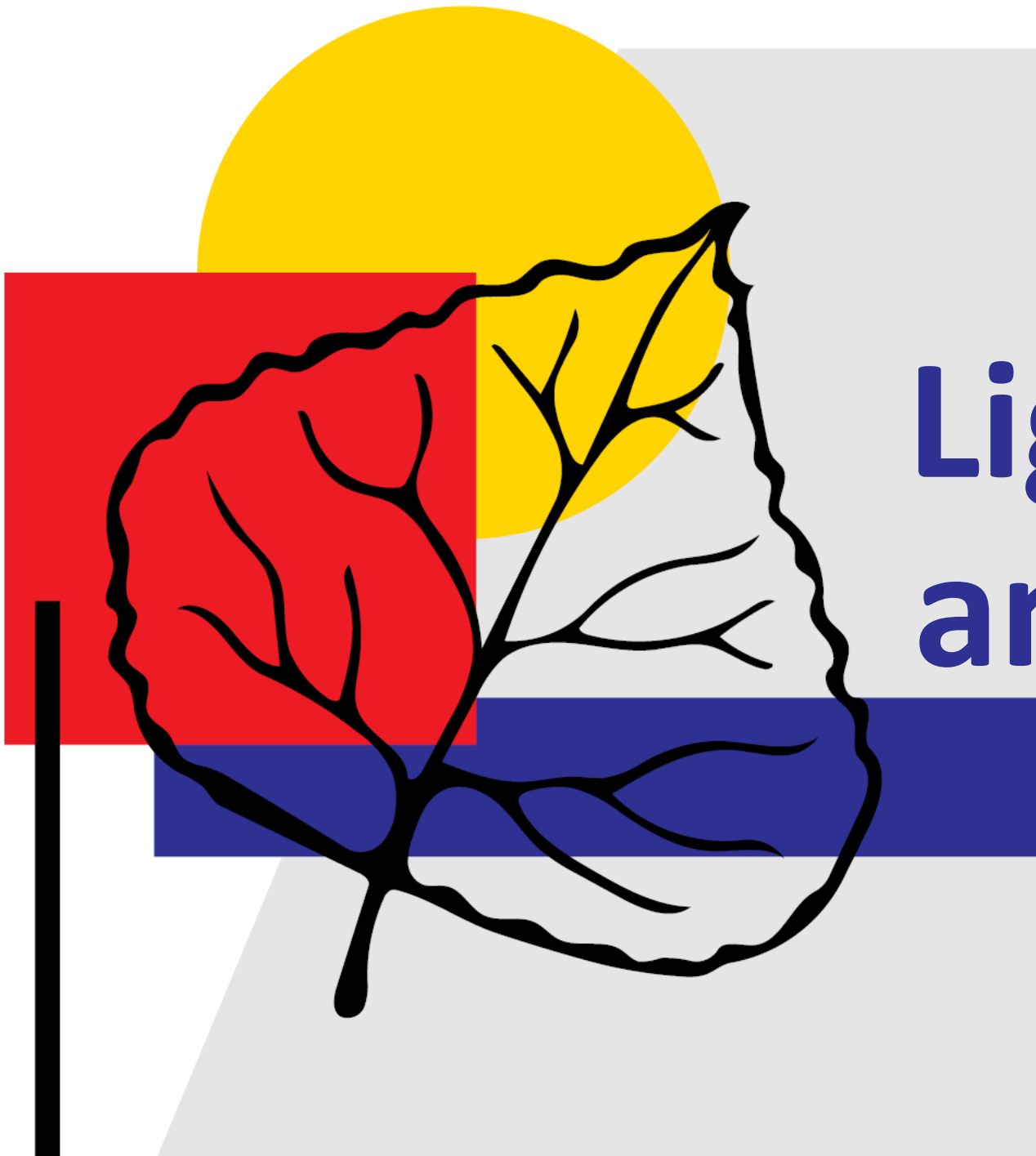




Setting the Stage...for a deeper discussion on terminal layouts

Examples of Warm, Welcoming, and Comfortable Airport Terminals

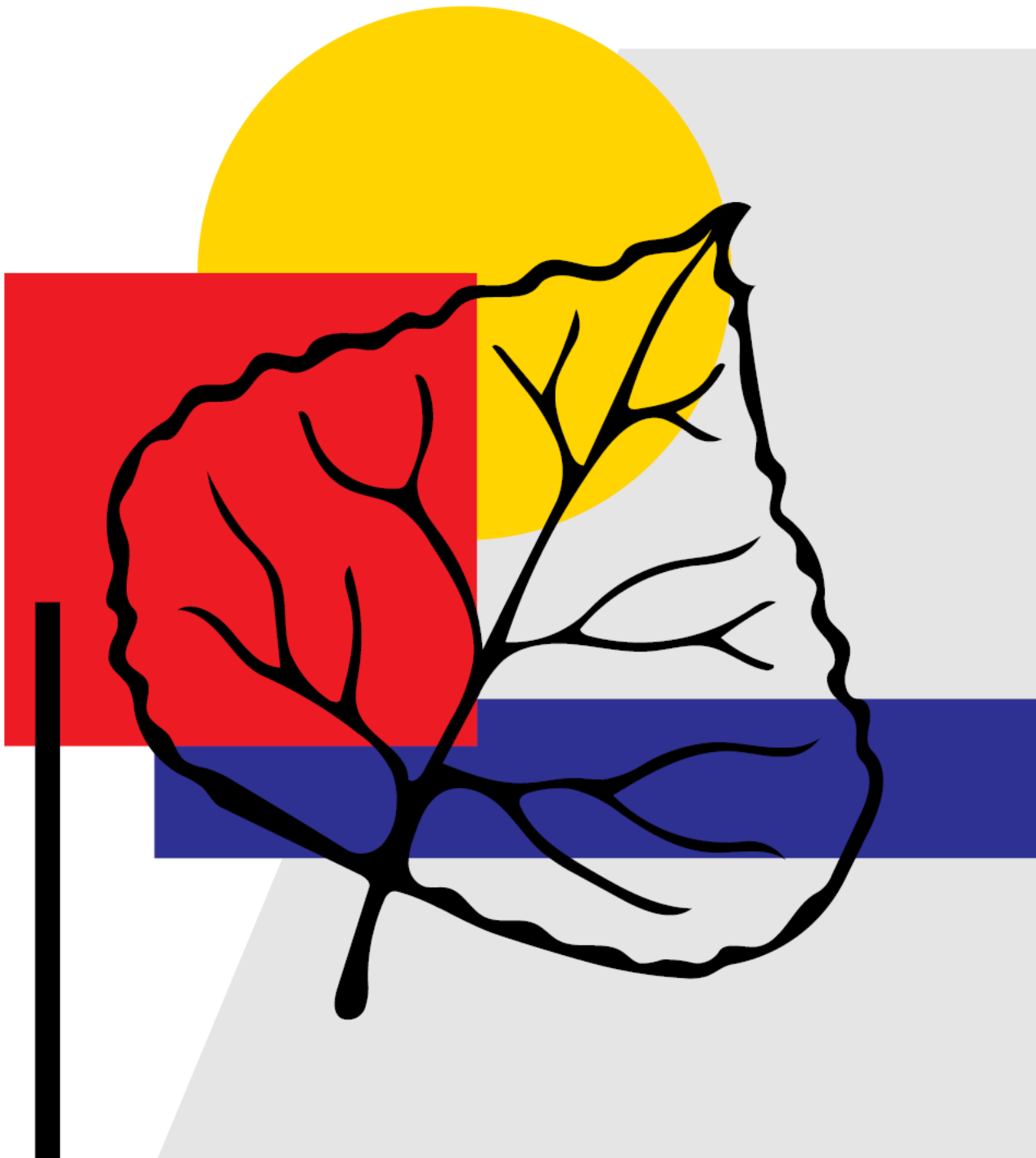
- Gather ideas from your travels for the next meeting.
- Look at space usage and feelings of crowdedness or spaciousness.
- What customer amenities do you see that you like?
- Observe things like daylighting (lighting in general); the “feeling” you get walking into a terminal.
- What sort of architectural styles or aesthetics are appealing/welcoming?



Lighting Round and Discussion

Airport Experience Working Group Discussion

- I. After the discussion today, let us know what you need to address and make recommendations.
- II. How do our community values align with characteristics of a warm, welcoming, and comfortable terminal?
- III. How will this Group define success when we consider an approach to the strategic questions.



Next Steps

Meeting Schedule

Meeting II: What
Does Success Look
Like Part I

Meeting III: What
Does Success Look
Like Part II
(if needed)

Meeting IV:
Report/
Recommendations

Meeting 2 - What Does Success Look Like Part I: Exploring Terminal and Landside Options

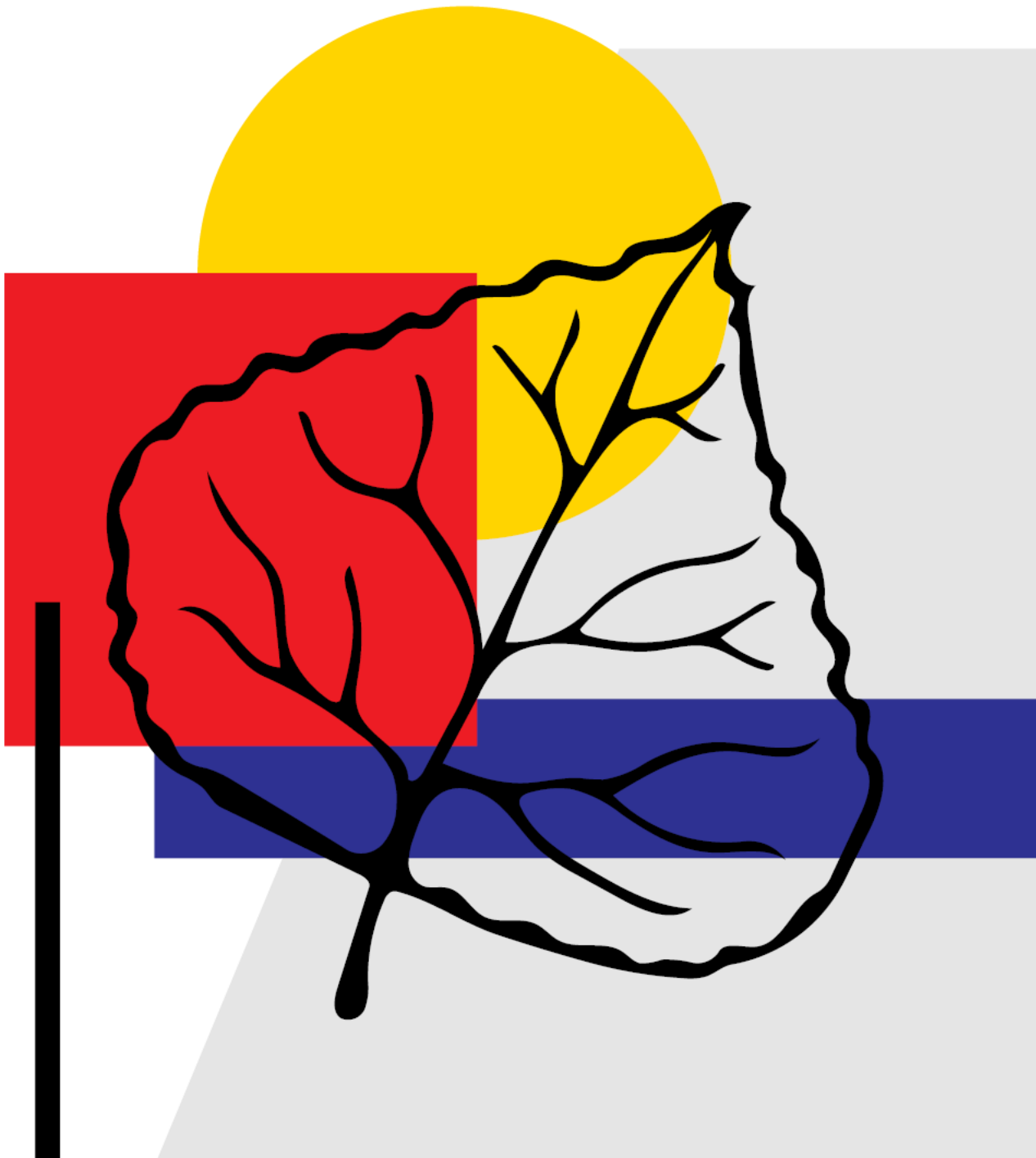
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Thank You
Are we missing
anything?