

Chapter 5. Key State Focus Areas

5.1. Introduction

The 2022 Minnesota State Aviation System Plan (2022 MnSASP or MnSASP) offered the Minnesota Department of Transportation, Office of Aeronautics (MnDOT Aeronautics) a valuable opportunity to closely examine several issues of unique importance to the agency, Minnesota airports, and aviation stakeholders across the state. Referred to as key state focus areas, these issues are current – representing some of most pressing and complex topics being presented to MnDOT Aeronautics today. Each topic demanded careful analysis of associated pros and cons, as well as consideration of the multiple stakeholders that may be affected by the actions of MnDOT Aeronautics. The 2022 MnSASP offers additional context surrounding each focus area with the overarching goal of providing guidance and/or recommendations to support MnDOT Aeronautics’ ability to navigate decisions associated with these challenging issues.

In total, the 2022 MnSASP identified seven key state focus areas for analysis. Comprehensive guidance statements were developed for five of the seven issues, while recommendations for future implementation were identified for the remaining two. The key state focus areas falling into these two categories are identified in **Table 5.1**.

Table 5.1. MnDOT Key State Focus Areas by Type

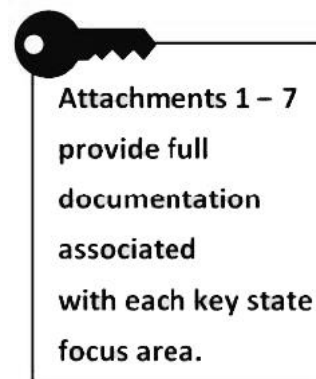
MnDOT Aeronautics Guidance Statements	Recommendations for Future Implementation
<ul style="list-style-type: none"> - Through-the-Fence (TTF) Operations - State Aviation System Exit and Airport Closure Processes - State Aviation System Entry Processes - Prioritization of State Funding for Crosswind Runways - Clear Zone Ownership and Compliance Requirements 	<ul style="list-style-type: none"> - Last-mile Connectivity and Courtesy Cars - Hangar Availability and State Funding Recommendations

Source: Kimley-Horn, 2022

For the MnDOT Aeronautics guidance statements, resulting deliverables take the form of explicit processes, responsibilities, and office-level policies that govern how these topics will be handled moving forward. Issue-specific guidance clarify MnDOT Aeronautics’ understanding of each issue; identify applicable Minnesota Statutes, Administrative Rules, and other requirements; and detail uniform processes for airports, their consultants, and MnDOT Aeronautics.

For the key state focus areas that fall into the latter category (i.e., recommendations for future implementation), the 2022 MnSASP conducted comprehensive analyses of existing conditions at Minnesota system airports. This is because – while hangars and ground transportation connectivity were identified as “issues” – the full breadth and scope of the concerns were not well understood prior to the MnSASP. These analyses were then applied to develop recommendations to address the primary concerns revealed. The 2022 MnSASP deliverables take the form of whitepapers that document existing conditions; review how other states’ handle similar topics; and offer recommendations and strategies to be implemented by MnDOT Aeronautics, airport sponsors, and other stakeholders.

The seven key state focus areas are summarized in **Section 5.3**. Each subsection provides an overview of the issue and highlights the key requirements associated with the first five issues (i.e., TTF operations, system exit/airport closure, system entry, crosswind runways, clear zones) and recommendations associated with the latter two (i.e., hangars and courtesy cars). **Table 5.3** at the end of the chapter summarizes the primary responsibilities of MnDOT Aeronautics, airport sponsors, and other potential stakeholders associated with implementing the MnSASP outcomes. **Attachments 1 – 7** of the 2022 MnSASP Technical Report provide full documentation for each key state focus area.



As noted previously, these issues do not simply affect MnDOT Aeronautics. Instead, the key state focus areas may involve airport sponsors, aircraft owners and pilots, land use planners, residents and businesses adjacent to airports, and others. Recognizing how its actions affect a variety of aviation stakeholders, MnDOT Aeronautics undertook a comprehensive public outreach process during Phase I of the MnSASP used to guide the work conducted during the scope of Phase II. **Section 5.2** discusses the public engagement processes used to identify the key state focus areas and inform the guidance statements and recommendations developed during Phase II.

5.2. Public Engagement

As discussed in **Chapter 1. Introduction and Design**, the MnSASP has been conducted in two phases (Phase I and Phase II). Phase I was designed to establish the framework of the MnSASP in alignment with Minnesota GO and identify the opportunities and challenges with the greatest potential to impact Minnesota’s airports in the coming decades. This effort included a comprehensive, statewide public engagement process conducted over many months. The Phase I outreach efforts culminated in the scope of Phase II, developed specifically to ensure the aviation system plan is “more relevant to more people more of the time.”

The key state focus areas represent the top issues identified by stakeholders during Phase I. Phase II guidance and recommendations were developed in coordination with several Focus Area Working Groups (Working Groups). These advisory committees offered insight into the scope of each issue; details regarding how they may affect MnDOT Aeronautics, Minnesota airports, and the air traveling public; and valuable feedback applied during the development of final recommendations. The presentations developed for each Working Group meeting are included in **Appendix B**.

5.3. State Focus Area Overviews

The MnSASP offers guidance to help MnDOT Aeronautics proactively plan for and address seven key state focus areas to support Minnesota’s ability to achieve its vision of a multimodal system that “maximizes the health of people, the environment, and our economy.” These issues, as well as the primary requirements and/or recommendations associated with each, are summarized in the following subsections. Full guidance/position statements and whitepapers are included as **Attachments 1 through 7** of the 2022 MnSASP Technical Report.

5.3.1. THROUGH-THE-FENCE OPERATIONS

TTF operations refer to aircraft that seamlessly transition from an airport’s airside facilities to land adjacent to – but not on – airport property. Establishing TTF operations can bolster airports’ economic impacts, enhance community relationships, and provide additional space for aviation-related development. TTF operations can also pose significant issues related to security, airport compatible land use, parity between traditional on-airport users and TTF operators, and other concerns. The **TTF Guidance Statement** establishes MnDOT Aeronautics’ official position on residential, commercial, and noncommercial aeronautical TTF operations. As its guiding principles, MnDOT Aeronautics established its TTF Position Statement to ensure all TTF operations in Minnesota:

- Comply with all applicable Minnesota State Statutes and Administrative Rules
- Provide a benefit to civil aviation
- Maintain or enhance the long-term viability, safety, security, efficiency, utilization, and economic well-being of the airport and airport sponsor

Attachment 1 of the 2022 MnSASP Technical Report provides a TTF Operations Introduction and MnDOT Guidance Statement. The key elements of the MnDOT TTF position are as follows:

- Because the Federal Aviation Administration (FAA) maintains strict policies associated with TTF access at federally-obligated airports, MnDOT Aeronautics shall limit its review and approval of TTF operations to non-federally obligated airports (referred to as state-only airports).
- MnDOT Aeronautics shall support the FAA’s decision to approve or deny proposed TTF operations at federally obligated facilities.
- State-only airports are required to prepare and submit a **TTF Assessment Report** for MnDOT Aeronautics’ approval. MnDOT Aeronautics’ approval is founded on ensuring the proposed TTF development is in the best interest of the airport; existing and potential future on-airport tenants, operators, and users; and the air traveling public.
- Access agreements, rates and charges, and other provisions established at federally obligated and state-only airports must meet or exceed the state-specific requirements established in the **MnDOT TTF Standards**. Airports in violation of these standards may lose eligible to receive state investment through the State Airports Fund.

5.3.2. HANGAR AVAILABILITY AND STATE FUNDING RECOMMENDATIONS

The 2022 MnSASP revealed that 94 percent of T-hangars and 97 percent of conventional box hangars in Minnesota are occupied. Additionally, some aircraft hangars are used for non-aeronautical purposes, further exacerbating capacity constraints experienced at many facilities. The 2022 MnSASP proposes several strategies to address the primary hangar issues in Minnesota related to availability, use, rates and charges, and funding.

Attachment 2 of the 2022 MnSASP include the **Hangar Availability Evaluation and State Funding Recommendations**. Key recommendations associated with hangar development and funding are as follows:

- MnDOT Aeronautics should:
 - Include provision in the terms of the Hangar Revolving Loan Program requiring all existing publicly owned hangars be used for aeronautical purposes prior to offering state loans for the development of new hangar facilities
 - Establish a requirement that airport sponsor justify need for additional aircraft storage in conjunction with state funding requests for the development of new hangar facilities
 - Establish a formal prioritization structure for the award of Hangar Revolving Loans in lieu of the existing process of distributing loans on a “first-come, first-serve” basis
- Airport sponsors should:
 - Establish minimum standards that address airport-owned hangars, the enforcement of which should be a requirement to receive a Hangar Revolving Loan
 - Establish appropriate hangar lease rates per the guidance provided by the ACRP Report 213: *Estimating Market Value and Establishing Market Rent at Small Airports*, the assessment of which should be a requirement to receive a Hangar Revolving Loan

5.3.3. STATE AVIATION SYSTEM EXIT AND AIRPORT CLOSURE PROCESSES

The **Airport Closure Guidance Statement** provides a uniform procedure for airports to exit the state aviation system and/or close while complying with all applicable statutes and regulations. An associated **Vulnerability Assessment** identified Minnesota airports susceptible to closure based on a quantitative evaluation. Airports scoring less than 30 points in the assessment are eligible for a “fast-track” closure process. Nineteen Minnesota system airports are currently considered vulnerable to closure and thus eligible for this expedited process.

Attachment 3 of the 2022 MnSASP provides the Airport Closure Guidance Statement. The key elements of the guidance statement are as follows:

- MnDOT Aeronautics can allow some airports to follow an expedited closure process by receiving a score of less than 30 in the Airport Vulnerability Assessment.
 - “Fast-track” airports are permitted to close without additional MnDOT Aeronautics review if the provisions of Minnesota Statutes section 360.046, *Requirements for Closure of Municipal Airport*, are followed.
 - MnDOT Aeronautics may release “fast-track” airport sponsors from active state grant assurances at its discretion and upon legal review.
- The **Airport Closure Standard Operating Procedure (SOP)** provides uniform requirements for all other airport sponsors and MnDOT Aeronautics to follow when requesting to exit the state aviation system and/or close.
 - These requirements include the development an **Impact Evaluation** and hosting of a public hearing.
 - Data used to develop the Impact Evaluation are compiled by the airport sponsor, while MnDOT Aeronautics is responsible for the development of the actual report.

- The Commissioner of Transportation (Commissioner) is responsible for issuing a final determination for an airport to be released from the state aviation system and/or close.

5.3.4. STATE AVIATION SYSTEM ENTRY PROCESSES

According to Minnesota Statutes, airports must be included in the state aviation system to be eligible to receive financial assistance through the State Airports Fund. The **State Aviation System Entry Guidance Statement** outlines a detailed process for MnDOT Aeronautics and airport sponsors to gain entry into the state aviation system compliant with all licensure and statutory requirements.

Attachment 4 of the 2022 MnSASP Technical Report includes the State Aviation System Entry Guidance Statement. The key requirements of the guidance statement are as follows:

- Airports must be owned by a public sponsor in accordance with Minnesota Statutes Chapter 360.031 and open for public use for inclusion in the state aviation system.
- An airport requesting entry into the state aviation system must meet one of the following eligibility criteria:
 - Located at least 30 nautical miles (nm) from an existing state system airport
 - Provides at least two of the following aircraft services: fuel (Jet A and/or Avgas [100LL] provided by the sponsor or a third-party); maintenance, repair, and overhaul (MRO) services; fixed-base operator (FBO); de-icing; on-site weather reporting
 - Airport catchment area increases the percent of Minnesota population with access to an airport within 30 nm by at least two percent
 - Serves a Tribal community
- Airport sponsors must prepare an **Entry Request** for the Commissioner that confirms the airport meets at least one eligibility criterion, details the surrounding catchment area and anticipated users, documents the airport sponsor's business plan for a minimum five-year period, and identifies known airport deficiencies based on Minnesota's airport licensure requirements.
- MnDOT Aeronautics is responsible for preparing an **Evaluation Report** based on data submitted in the Entry Request and supplemental sources, as required. The Commission is responsible for reviewing the Evaluation Report and issuing an Order should the airport be approved for inclusion in the system.
- Airports that have received preliminary approval to enter the state system from the Commissioner are eligible to receive an Airport Planning Grant for planning purposes only. These funds may not be expended for any other purpose.
- An airport is permitted to enter the state aviation system when the following four criteria have been met:
 - Complies with all licensure requirements in accordance with Minnesota Administrative Rules Part 8800.1600, *Public Airport Licensing*
 - Owns 100 percent of clear zones off all runway ends based on ultimate build-out conditions
 - Has an Airport Layout Plan (ALP) approved by MnDOT Aeronautics
 - Is zoned in accordance with Minnesota Administrative Rules Part 8800.2400, *Airport Zoning Standards*, and Minnesota Statutes Chapter 360.061 through 360.074, *Airport Zoning*

5.3.5. PRIORITIZATION OF STATE FUNDING FOR CROSSWIND RUNWAYS

Crosswind runways enable airports to provide continuous support of aviation demand through variable weather conditions. The **Crosswind Runway Guidance Statement** guides MnDOT Aeronautics in the prioritization of state support for existing and proposed new crosswind runways. The **Minnesota Crosswind Runway Eligibility Model (MCREM)** is a key element of the state prioritization methodology. The model evaluates airports' need for a crosswind runway based on standard criteria. Airports must receive a threshold score to be eligible for state support. Airports must also submit a **Crosswind Runway Justification Report (CRJR)** to justify funding requests. The Crosswind Runway Guidance Statement is only applicable to airports requesting state-only support for crosswind facilities.

Attachment 5 of the 2022 MnSASP Technical Report includes the Crosswind Runway Guidance Statement. The key provisions of the guidance statement are as follows:

- To be eligible for state funding, an airport must receive a score greater than or equal to 1.5 using the MCREM.¹
 - Airports not meeting this eligibility threshold may submit an **Exception Request** to waive this requirement.
 - The Exception Request documents how or why the MCREM does not adequately reflect current or forecasted conditions at the airport.
- To be justified to receive to state funding, an airport must demonstrate that the presence of a crosswind runway meaningfully enhances the airport's ability to safely and efficiently accommodate the type and frequency of aviation activities typically occurring there or provides significant public benefit. MnDOT Aeronautics will evaluate if an airport's funding request is justified based on the documentation provided in the CRJR.

5.3.6. CLEAR ZONE OWNERSHIP AND COMPLIANCE REQUIREMENTS

The airspace in and around airports must be clear of obstructions to maintain a safe and navigable environment for aircraft operations. The MnDOT Aeronautics **Clear Zone Guidance Statement** confirms that airport sponsors must acquire 100 percent of clear zones based on ultimate build-out conditions in fee simple or complete a MnDOT-approved **Clear Zone Acquisition Plan (CZAP)** be eligible for state funds.

Attachment 6 of the 2022 MnSASP Technical Report provides the Clear Zone Guidance Statement. The key requirements elements with this guidance are as follows:

- An airport must be in full compliance with the Clear Zone Guidance effective at the time when its ALP was or is signed and approved by MnDOT Aeronautics to be eligible for state funding.
 - Compliance with the current (2022) Clear Zone Guidance is required for all new or updated ALPs signed on or after the effective date of 01 June 2022.

¹ Attachment 5b of the 2022 MnSASP Technical Report provides the MCREM scores as prepared during the plan period. The data used to generate the results were obtained in the late spring 2021, with the final scores produced in July 2021. The least favorable wind coverage is based on two years of data (2019 – 2020) in all weather conditions.

- Clear zone dimensions are based on runway category,² visibility minimums (as applicable), and most critical approach type. The MnDOT clear zone dimensions are provided in **Table 5.2**.

Table 5.2. MnDOT Clear Zone Dimensions

Approach Type (Runway Category) – Visibility Minimum, as applicable	Length of Surface (feet)	Length Beyond Runway End	Inner Width	Outer Width
Turf	1,000	End of the primary surface as prescribed by surface type	Width of primary surface as prescribed by the runway’s most precise approach for either end of the runway	Outer width of approach surface at clear zone length of surface
A(V)	1,000			
B(V)	1,000			
NP(A)	1,000			
NP(C) – Visibility minimums greater than ¾ mile	1,700			
*NP(D1) – Greater than or equal to ¾ - mile visibility	1,700			
*NP(D2) – ½ - mile visibility	2,500			
PIR	2,500			

**Note: Clear zone dimensions differ from those established by FAR Part 77 for airports with a non-precision instrument approach (NP) by providing separate dimensions for runway ends with visibility minimums greater than ¾ mile (referred to as D1) and visibility minimums of ½ mile (referred to as D2). FAR Par 77 only provides one dimensional standard for NP(D) for visibility minimums as low as ¾ mile. Definitions: A = Utility runways. B = Runways larger than utility. C = Visibility minimums greater than ¾ mile. D1 = Visibility minimums greater or equal to ¾ mile. D2 = Visibility minimums of ½ mile. V = Visual approach. NP = Non-precision instrument approach. PIR = Precision instrument approach. Sources: MnDOT Aeronautics, 2022; Federal Aviation Regulations (FAR) Part 77*

- The **CZAP** is an alternative compliance mechanism for airports that do not own 100 percent of clear zones off all runway ends based on ultimate build-out conditions.
- The CZAP achieves the following objectives:
 - Documents the proposed clear zone property interest to be acquired in fee (if any)
 - Provides justification regarding why some or all clear zones cannot be acquired in fee
 - Identifies existing or proposed alternative land use control mechanisms enacted or pursued to enhance safety and reduce nuisances associated with aircraft operations
- The MnDOT Aeronautics Planning Director is responsible for reviewing and approving CZAPs in based on if the proposed clear zone exception provides for a reasonable level of safety for airport users and surrounding populations in consideration of airport-specific constraints and requirements.

² Runway categories are defined in terms of surface type (i.e., turf versus paved) and utility versus other-than-utility.

5.3.7. LAST-MILE CONNECTIVITY AND COURTESY CAR EVALUATION

The usability of many airports is affected by the availability of ground transportation options for pilots, passengers, and cargo. The **Last-mile Connectivity and Courtesy Car Evaluation** reviewed the multimodal options provided by all Minnesota state system airports. Because the availability and condition of airport courtesy cars was identified as a key concern at many general aviation (GA) airports by aviation stakeholders during Phase I, the 2022 MnSASP offers prioritized recommendations for addressing the availability, maintenance, and funding of courtesy cars at Minnesota’s GA airports.

Attachment 7 of the 2022 MnSASP Technical Report provides the Last-mile Connectivity and Courtesy Car Evaluation. The key recommendations identified by this task are provided below.

- MnDOT Aeronautics should:
 - Add courtesy car maintenance as an eligible expense for Maintenance and Operations (M&O) Grant funding
 - Require that airport sponsors establish trip agreements prior to offering state assistance for the acquisition and maintenance of courtesy cars
- Airport sponsors should:
 - Acquire vehicles through MnDOT’s used fleet equipment program or the Minnesota Department of Administration Fleet and Surplus Services
 - Partner with local businesses to sponsor courtesy cars vehicles to cover operating expenses
 - Leverage the insurance offerings provided by governmental trusts in Minnesota
 - Require airport users to hold their own auto coverage to serve as the primary policy during use
 - Establish a trip agreement with courtesy car users for detailing the terms of use and documenting driver information
 - Promote and educate community partners about the economic activity generated by courtesy car users (e.g., allowing transient GA pilots and passengers to visit local businesses)
 - Request that courtesy car users complete a trip tracker to document the business(es) supported during their visits

5.4. MnSASP Key State Focus Area Summary Table

Table 5.3 summarizes the key state focus area by area of responsibility, with most elements assigned to MnDOT Aeronautics or airport sponsors.

Table 5.3. Summary of Responsibilities Associated with Key State Focus Area Elements and Recommendations

Key Focus Area	MnDOT Aeronautics	Airport Sponsors	Other
TTF Operations	<ul style="list-style-type: none"> - Review and approve TTF Assessment Reports for state-only airports - Review TTF access agreements for compliance with MnDOT TTF Standards 	<ul style="list-style-type: none"> - Federally-obligated airports: Coordinate with the FAA to determine ability to establish TTF operations - State-only airports: Prepare TTF Assessment Report for MnDOT Aeronautics review and approval - All airports: Prepare TTF access agreements in compliance with MnDOT TTF Standards 	<ul style="list-style-type: none"> - FAA: Review and approve proposed TTF operations at federally-obligated airports
Hangar Availability Evaluation and State Funding Recommendations	<ul style="list-style-type: none"> - Require that airport sponsors establish and enforce airport minimum standards specifying that all publicly owned hangars are used for aeronautical-related purposes as a term of receiving state support for new hangar development - Require that airport sponsor establish appropriate hangar lease rates as a term of receiving state support for hangar development - Require that airport sponsors demonstrate the need for additional hangar storage via a formal justification request - Establish a uniform prioritization methodology for the distribution of Hangar Revolving Loans and Airport Development Grants 	<ul style="list-style-type: none"> - Establish and enforce airport minimum standards specifying that all publicly owned hangars must be used for aeronautical-related purposes - Establish appropriate hangar lease rates in accordance with ACRP Report 213: <i>Estimating Market Value and Establishing Market Rent at Small Airports</i> - Prepare hangar funding justification request for submission in conjunction with hangar funding requests 	<ul style="list-style-type: none"> - None
State Aviation System Exit and Airport Closure Processes	<ul style="list-style-type: none"> - Prepare Impact Evaluation based on data received from airport sponsor and other supplemental sources, as required 	<ul style="list-style-type: none"> - Provide a written notice to the Commissioner requesting intent to be released from the airport system and/or close 	<ul style="list-style-type: none"> - MnDOT Legal Team: Determine if an airport can be released from its state grant assurances based on request from MnDOT Aeronautics Planning Director

Key Focus Area	MnDOT Aeronautics	Airport Sponsors	Other
	<ul style="list-style-type: none"> - Release draft Impact Evaluation for public comment at least 30 days prior to public hearing - Incorporate public comments into the draft Impact Evaluation as warranted - Submit final Impact Evaluation to the Commissioner of Transportation (Commissioner) 	<ul style="list-style-type: none"> - Submit all data required to prepare an Impact Evaluation - Schedule a public hearing - Summarize public comments received after the public hearing and submit to MnDOT Aeronautics - Address as federal and state grant assurances, as applicable, prior to closure - Upon receiving Commissioner approval for closure, file FAA Form 7480-1 - Notify the Commissioner of final closure and return state operating license to MnDOT Aeronautics - Comply with all closure requirements provided by the FAA, including those outlined in Advisory Circular (AC) 150/5340-1, <i>Standards for Airport Markings</i> 	<ul style="list-style-type: none"> - Commissioner: Review final Impact Evaluation as prepared by MnDOT Aeronautics - Commissioner: Determine if an airport's closure or release from the state aviation system will have an unreasonable impact in terms of safety, access, and mobility to Minnesota residents, visitors, and/or businesses
State Aviation System Entry Processes	<ul style="list-style-type: none"> - Prepare Evaluation Report based on data provided in the Entry Request and other supplemental sources, as required - Award an Airport Planning Grant to airport sponsors that have received preliminary approval for system inclusion (to be expended on planning projects only) - Award Airport Development and M&O Grant once the Commission issues a public airport license 	<ul style="list-style-type: none"> - Prepare Entry Request for submission to the MnDOT Aeronautics that confirms airport meets at least one of the four entry criteria and provides other important information used to develop the Evaluation Report - Obtain 100 percent of clear zones in fee simple based on maximum build-out conditions - Develop MnDOT-approved ALP - Zone airport in accordance with Minnesota State Statutes and Minnesota Administrative Rules 	<ul style="list-style-type: none"> - Commissioner: Issue an Order to indicate that the airport is preliminarily approved for system inclusion - Commissioner: Issue a public airport license when all state requirements are met, including those associated with public airport licensure, clear zone ownership, zoning, and MnDOT-approved ALP

Key Focus Area	MnDOT Aeronautics	Airport Sponsors	Other
Prioritization of State Funding for Crosswind Runways	<ul style="list-style-type: none"> - Update the MCREM on a two-year cycle - Maintain a current list of airports eligible to receive state funding support for the development of a new or maintenance of an existing crosswind runway based on receiving a score of 1.5 or greater in the MCREM - Award eligible and justified projects state funding based on the statewide prioritization methodology (a project's inclusion on the statewide Capital Improvement Plan [CIP] does not guarantee funding will be available or approved) 	<ul style="list-style-type: none"> - Work with the FAA Airports District Office (ADO) to determine proposed project's eligibility for federal support through the AIP - Contact MnDOT Aeronautics to determine project's eligibility for state support based on MCREM score - Prepare and submit an Exception Request if project receives a MCREM score of less than 1.5 - Once eligibility has been established, prepare and submit a CRJR for Commission review - If justified for state support, include proposed project on MnDOT-approved ALP and statewide CIP 	<ul style="list-style-type: none"> - Commissioner: Review Exception Requests to determine if the MCREM inadequately reflects the airport's need for an existing or new crosswind runway - Commissioner: Evaluate CRJR to determine if the proposed project meaningfully enhances the safety, security, access, or mobility within Minnesota or provides another public benefit - Commissioner: Issue a written recommendation to MnDOT Aviation Planning Director indicating if the project is justified for public support
Clear Zone Ownership and Compliance Requirements	<ul style="list-style-type: none"> - Maintain a list of grant-eligible airports based on compliance with clear zone guidance statement (i.e., 100 percent ownership based on ultimate build-out conditions in fee simple or having a CZAP on-file with MnDOT Aeronautics) - Evaluate CZAPs to ensure proposed plan provides for a reasonable level of safety for aircraft and surrounding populations in consideration of airport-specific constraints and requirements - Issue a written record of determination documenting approval or denial of proposed CZAP 	<ul style="list-style-type: none"> - Acquire 100 percent of clear zones in fee simple based on ultimate build-out conditions - If 100 percent fee simple ownership is infeasible, develop a CZAP for submission to the MnDOT Aeronautics Planning Director 	<ul style="list-style-type: none"> - None

Key Focus Area	MnDOT Aeronautics	Airport Sponsors	Other
Last-mile Connectivity and Courtesy Cars	<ul style="list-style-type: none"> - Add courtesy car maintenance as an eligible expense for M&O Grant funding - Require that airport sponsors establish trip agreements prior to offering state assistance for the acquisition and maintenance of courtesy cars 	<ul style="list-style-type: none"> - Acquire vehicles through MnDOT’s used fleet equipment program or the Minnesota Department of Administration Fleet and Surplus Services - Partner with local businesses to sponsor courtesy cars vehicles to cover operating expenses - Leverage the insurance offerings provided by governmental trusts in Minnesota - Require airport users to hold their own auto coverage that will serve as the primary policy during use - Establish a trip agreement with courtesy car users for detailing the terms of use and documenting driver information - Promote and educate community partners about the economic activity generated by courtesy car users (i.e., visiting GA pilots and passengers) - Request drivers complete a trip tracker to document the business(es) supported during their visits 	<ul style="list-style-type: none"> - None

Sources: Kimley-Horn, 2022; MnDOT Aeronautics, 2022

5.5. Summary

The key state focus areas of the 2022 MnSASP represent some of the most complex issues facing MnDOT Aeronautics today. These concerns have very real implications for aviation stakeholders across the state, and the decisions made around them can affect how people and goods can move into, out of, and within the state – both in the air and on the ground. The guidance and recommendations offered by the 2022 MnSASP are designed to provide context and clarity around these concerns to enhance the system’s ability to serve its constituents.