

**CITY OF TAMPA/MACDILL AFB
JOINT LAND USE STUDY
WORK PROGRAM
(REVISED 01-17-06)**

ELEMENT 1: Committee Formation and Process Initiation

- Task 1.0 Select Policy Committee (PC), Technical Working Group (TWG), Project Sponsor(s), and JLUS Project Coordinator.
- a) Compile list of participating chief elected officials and other policy makers who will serve on the PC. – **COMPLETED**
- *Policy Committee:* Mayor Pam Iorio, Wing Commander Margaret Woodward, Councilman John Dingfelder, Commissioner Kathy Castor
- b) Compile a list of those who will serve on the TWG. – **COMPLETED**
- *Technical Working Group:* Robert Rowen (Chair), Beth Alden (Vice-Chair), Al Steenson, Cliff Fernandez, Bob Dikman, Margaret Hamrick, Paula Harvey, Melanie Higgins, David Cohen (MAFB), Tom Kester, Monty Perry (MAFB)
- c) Schedule initial meetings of PC and TWG to elect officers, approve the work program and project outline, and delegate scheduling of initial public workshops. – **COMPLETED**
- *Public workshop dates:* December 1, 2005
January 5 or 9, 2006
January 30, 2006
- d) Task JLUS Project Coordinator to manage project on behalf of the City of Tampa, make periodic update presentations to interested parties, and monitor/delegate work assignments. - **COMPLETED**
- *JLUS Project Coordinator:* Catherine Coyle, Planning & Development Coordinator (City of Tampa)
- e) Task Project Sponsor(s) to implement JLUS recommendations, as necessary.
- *Project Sponsor(s):* Department of Defense – Office of Economic Adjustment, City of Tampa Administration, Tampa City Council, Hillsborough County Board of County Commissioners,
- Task 1.1 Identify and collect existing information, studies, and reports.
- a) MacDill AFB APZ and Noise Contour maps, hard copy and DXF computer file copy. **IN PROGRESS – JLUS PROJECT COORDINATOR**
- b) Existing MacDill AFB noise study maps. **IN PROGRESS – JLUS PROJECT COORDINATOR**

- c) Hillsborough County MPO Transportation Improvement Program material and Transportation Plan. **IN PROGRESS - CONSULTANT**
- d) State of Florida Transportation Improvement Program **IN PROGRESS – CONSULTANT**
- e) MacDill AFB Master Plan. **COMPLETED**
- f) Available air space studies from the FAA, MacDill AFB, USAF, and USCG. **IN PROGRESS - CONSULTANT**
- g) Available equipment and safety records from any pertinent aircraft. **IN PROGRESS - CONSULTANT**
- h) Comprehensive plans of local airports. **IN PROGRESS – CONSULTANT**
- i) Special studies from FDOT relevant to the topic. **IN PROGRESS – CONSULTANT**
- j) Minimum of USGS base maps for study area, to include information on roads, municipal boundaries, and surface waters. **IN PROGRESS – CONSULTANT**
- k) Relevant noise standards and guidelines. **IN PROGRESS – CONSULTANT**
- l) Current local Land Development regulations relating to study area. **COMPLETED**
- m) Current local zoning maps relating to study area. **COMPLETED**
- n) Current local comprehensive plans relating to study area. **COMPLETED**
- o) Available wetlands and floodplain maps (digital shape files) for the study area (incorporate new data when available). **IN PROGRESS – CONSULTANT**
- p) Available water quality control guidelines. **IN PROGRESS – CONSULTANT**

Task 1.2 Prepare public information pamphlet.

- a) Describe study, purpose, intent, goals, and benefits. **JLUS PROJECT COORDINATOR – COMPLETED**
- b) Obtain approval from PC. **JLUS PROJECT COORDINATOR – COMPLETED**
- c) Prepare 500 copies for future distribution. **JLUS PROJECT COORDINATOR – COMPLETED**
- d) Press Releases. **JLUS PROJECT COORDINATOR – COMPLETED**
- e) Create MacDill Website with links. **JLUS PROJECT COORDINATOR – IN PROGRESS**

Task 1.3 Initiate public involvement. **CONSULTANT/JLUS PROJECT COORDINATOR – IN PROGRESS**

- a) Hold public workshops in affected areas.
- b) Distribute pamphlets describing study.
- c) Review study goals and objectives.
- d) Explain steps in process.
- e) Explain the role of MacDill AFB within the region.
- f) Solicit input on existing attitudes, through Citizen Surveys, towards MacDill AFB and impacts of air operations.
- g) Respond to questions and concerns.

Task 1.4 Create GIS coverages for base map layers.

- a) Obtain minimum of USGS base map layers (roads, municipal boundaries, and surface waters) for scanning. **CONSULTANT**

- b) Convert scanning raster files to GIS vector coverage using CADCore software. **CONSULTANT/JLUS PROJECT COORDINATOR**
- c) Generate draft base map to establish desired presentation scale and map layout for both presentation-sized maps and report-sized maps. **JLUS PROJECT COORDINATOR – COMPLETED**
- d) Create AML to generate future map layouts in accordance with desired presentation formats. **JLUS PROJECT COORDINATOR**
- e) Obtain orthophotography map of study area. **CONSULTANT**
- f) Obtain other GIS information as appropriate and as it becomes available. **CONSULTANT**

DELIVERABLES (PRODUCTS):

JLUS Project Coordinator

Final work program. Pamphlet describing the MacDill program. A base map for study area produced by GIS.

Consultant

Summary table of initial public workshops outlining public awareness of MABF, concerns, suggestions, and general comments.

ELEMENT 2: Inventory and Mapping

- Task 2.1 Prepare GIS coverages for Air Installations Use Zones **JLUS PROJECT COORDINATOR**
- a) Convert MacDill AFB digital noise and air hazard zone DXF files to GIS coverages.
 - b) Digitize or scan and convert local airport noise and air hazard zone maps to GIS coverages.
 - c) Overlay all noise and air hazard zone coverages on base map of study area to determine where overlaps exist and to identify areas where potential competition for air space occurs.
- Task 2.2 Create existing and conceptual future land use maps for study area **JLUS PROJECT COORDINATOR**
- a) Transfer existing and future land use maps from local comprehensive plans onto USGS map base
 - b) Digitize or scan and convert existing and future land use maps to digital format.
 - c) Create associate database containing land use categories.
- Task 2.3 Create zoning district maps for study area **JLUS PROJECT COORDINATOR**
- a) Review existing zoning district standards to develop aggregated districts for analysis. TWG must review and approve aggregated zoning district classifications and standards.

- b) Transfer zoning districts boundaries from zoning maps to USGS map base.
 - c) Digitize zoning district boundaries.
 - d) Create associated data base containing aggregated zoning district names and dimensional standards.
- Task 2.4 Map recent development activity within the study area during the past five years.
- a) Collect building permit data and subdivision approval data from each local government. **CONSULTANT**
 - b) Map all new construction and subdivision approvals on tax map. **JLUS PROJECT COORDINATOR**
 - c) Transfer recent development activity information onto USGS maps. **JLUS PROJECT COORDINATOR**
 - d) Digitize recent development activity. **JLUS PROJECT COORDINATOR**
 - e) Create associated database containing land use category, date of permit/construction, scale or size of development. **JLUS PROJECT COORDINATOR**
- Task 2.5 Map environmental constraints to development within study area **JLUS PROJECT COORDINATOR**
- a) Copy existing GIS wetland coverages to study area base map coverage.
 - b) Transfer floodplain boundaries from FEMA maps onto USGS maps.
 - c) Digitize floodplains.
- Task 2.6 Identify existing local codes, ordinances, and regulations adopted that control or reduce potential conflicts between land uses and air operations. **CONSULTANT**
- a) Review existing local zoning ordinances for special air hazard zoning districts, height limits, use restrictions, buffer requirements, etc.
 - b) Review existing local building codes for sound attenuation standards.
 - c) Identify any special local regulations or ordinances adopted to address conflicts between land uses and air operations.
 - d) Compile a table of existing compatible use standards/regulations by community and zoning district. Use consolidated zoning district classifications developed under Task 2.3a.
- Task 2.7 Estimated resident population within study area. **CONSULTANT**
- a) Select desired estimation methodology. Options include: compiling 1990 census data by tract or block group or applying 1990 population per household size to number of units in area as determined by windshield survey. (Incorporate 2000 Census data when available.)
 - b) Generate estimated population using methodology selected by TWG.
- Task 2.8 Identify any infrastructure or community facility improvements proposed within the study area. **CONSULTANT**

- a) Review the local comprehensive plan and list all proposed community facility, water, and sewer extensions within the study area.
- b) Review all applicable Transportation Improvement Plans to identify all highway improvements proposed within study area.

DELIVERABLES (PRODUCTS):

JLUS Project Coordinator

GIS map coverages for existing and future land use, aggregate zoning districts, recent development activity, and environmental constraints to development within study area.

Consultant

Beginning JLUS Draft with Introduction and Statement of Goals and Needs; draft table of data collected, research completed, and recommendations.

ELEMENT 3: Analysis of Land Use and Air Facility Conflicts

Task 3.1 Identify existing land uses located within current noise and air hazard zones.

- a) Overlay noise and air hazard zone coverages on existing land use coverage. **JLUS PROJECT COORDINATOR**
- b) Classify uses located in the overlay zones in terms of their compatibility with air operations. **CONSULTANT**
- c) Identify the types of conflicts present and determine their impacts on air operations and civilian concerns. **CONSULTANT**
- d) Determine the feasibility of updating the Noise Profile for MacDill AFB and incorporate information accordingly. **CONSULTANT**

Task 3.2 Compare MacDill AFB Air Field plan with, Tampa International, and Peter Knight Air Field plans.

- a) Identify growth objectives for the different air facilities. **CONSULTANT**
- b) Evaluate the impact of growth objectives on air traffic patterns and volumes. Review findings with the Technical Working Group (TWG), TIA, Peter Knight, and FAA. **CONSULTANT**
- c) Compare airport growth evaluations with GIS mapping analysis of overlapping noise and air hazard zone (see Task 2.1-c) to determine where growth objectives may cause increased air space competition. Review findings with the TWG, TIA, Peter Knight, and FAA. **JLUS PROJECT COORDINATOR**
- d) TWG to discuss how study should address potential future air space conflicts. **CONSULTANT**
- e) PC must approve any TWG recommendations to consider the impact of potential flight corridor changes before such changes can be incorporated into study. **CONSULTANT**
- f) Make adjustments to current noise and air hazard zone maps to reflect changes approved by PC. **JLUS PROJECT COORDINATOR**

- Task 3.3 Evaluate Standards Operating Procedures for MacDill AFB as to how MacDill operations impact the surrounding communities and what, if anything, may be done to limit the impacts. **CONSULTANT**
- a) Evaluate altitude, pattern speed, maneuvers and hours of operations.
 - b) Enhance the process for continuing dialogue between USAF officials, local governments, and concerned citizens.

DELIVERABLES (PRODUCTS):

JLUS Project Coordinator

GIS produced maps showing the locations of noise and air hazard zones for MacDill AFB.
GIS produced maps showing the locations of noise and air hazard zones for MacDill AFB in relation to Peter O'Knight & Tampa International.

Consultant

Draft description of Air Installations Compatible Use Zones.

ELEMENT 4: Analysis of Future Development Potential

- Task 4.1 Evaluate impact of infrastructure expansion on development potential in study area. **CONSULTANT**

- a) Determine areas where water and sewer connections are not available.
- b) Identify any existing plans to extend water and sewer service to properties in the study area not currently served.
- c) Evaluate the potential development impacts of new community facilities proposed within the study area.

- Task 4.2 Identify vacant and undeveloped lands in study area. **JLUS PROJECT COORDINATOR**

- a) Create a new GIS map coverage by selecting all undeveloped and vacant lands from the existing land use map and loading them into a separate coverage.
- b) Overlay all noise and air hazard zones onto map of vacant and undeveloped lands. Clip and remove all external vacant and undeveloped lands.
- c) Compare new coverage with recent development activity map to identify any vacant and undeveloped lands that have been converted to developed uses since the existing land use maps were prepared. Remove any lands classified as vacant and undeveloped that have been since developed.

- Task 4.3 Determine which vacant and undeveloped lands cannot be developed due to infrastructure limitations or environmental constraints. **CONSULTANT (JLUS PROJECT COORDINATOR)**

- a) Overlay environmental constraints map onto map of vacant and undeveloped lands. Remove all vacant and undeveloped lands overlapped by wetlands and floodplains.
- b) Identify any vacant and undeveloped lands located within 100 feet of the navigable bodies of water. Such lands are subject to special consideration.
- c) Identify any vacant and undeveloped lands that will not be served by necessary infrastructure (water and sewer). Such lands may have less future development potential than lands fully served by urban infrastructure.

Task 4.4 Identify potential future land uses for remaining vacant and undeveloped lands.
JLUS PROJECT COORDINATOR

- a) Overlay future land use maps from local plans to identify desired future land uses for all vacant and undeveloped lands.
- b) Overlay recent development activity maps to determine desired future land uses as dictated by the prevailing real estate market. This analysis will indicate where the potential for rezoning exists in the study area.
- c) Identify areas where recent development patterns support the projected future land use patterns and estimate the potential intensity of future development.

Task 4.5 Determine future growth potential within the study area.

- a) Overlay current zoning districts onto coverage of remaining vacant and undeveloped lands. **JLUS PROJECT COORDINATOR**
- b) Estimate potential future development intensity for projected future land uses.
CONSULTANT
- c) Project future population by applying population per household factor to residential development intensity projections. **CONSULTANT**

DELIVERABLES (PRODUCTS):

JLUS Project Coordinator

A series of GIS work maps identifying potential future development areas within the vicinity of MacDill AFB.

Consultant

Update draft tables of data collected, research completed, and recommendations, including infrastructure improvements and population projections.

ELEMENT 5: Assess Magnitude of Potential Land Use Conflicts

Task 5.1 Identify potential conflicts. **CONSULTANT**

- a) Identify and quantify existing incompatible land uses as determined in Task 3.1
- b) Assess the types of future land uses likely to be developed within the study area and the potential conflicts they represent.

- c) Assess the potential future development intensity within the study area, both in terms of development and population density.
- d) Evaluate existing development controls identified in Task 2.6 and determine to what extent they may reduce potential future conflicts.

Task 5.2 Develop land use compatibility maps. **JLUS PROJECT COORDINATOR**

- a) Prepare map of noise and air hazard zones highlighting existing land use conflicts.
- b) Prepare map of noise and air hazard zones highlighting potential future land use conflicts.

DELIVERABLES (PRODUCTS):

JLUS Project Coordinator
Land use compatibility maps.

Consultant
Draft land use analysis and assessment of Air Installation Compatible Use Zone Study.

ELEMENT 6: Development of Land Use Compatibility Recommendations

Task 6.1 Identify existing codes, ordinances, and regulations that may reduce potential future conflicts between land uses and air operations. **CONSULTANT**

- a) Identify which communities have adopted such measures.
- b) Determine where such measures could be improved or adopted by other governments in the study area.

Task 6.2 Identify potential new measures, both regulatory and non-regulatory, to encourage land use compatibility within the study area. Organize and publish draft copy of recommendations for JLUS utilizing the data, in-house work already completed, and public input.

- a) Consider options such as noise attenuation standards, land exchanges, development incentive programs, transferable development rights program, performance standards, special overlay zones, and special procedures for reviewing Developments of Regional Impact (DRI) within study area. **CONSULTANT/JLUS PROJECT COORDINATOR**
- b) Develop model disclosure/disclaimer form to be used with property transfers in the identified impact areas and consider ordinances requiring such. **CONSULTANT**

Task 6.3 Develop specific implementation strategies. These strategies may include, but are not limited to: drafting of policy statements, ordinances, land use controls to present to Tampa City Council and Hillsborough County City-County Planning Commission. **CONSULTANT/JLUS PROJECT COORDINATOR**

- a) Upon completion and acceptance of the JLUS Final Draft, an Implementation Committee will be formed to take action on the JLUS recommendations. Progress reports will track completion of each action and be forwarded to all concerned parties and/or agencies.
- b) Implementation of JLUS recommendations will be a coordinated effort between City of Tampa Administration, City staff, MacDill AFB, Tampa City Council, Planning Commission staff, and the public at large. This will be a long-term process that may include changes to both the land development regulations and comprehensive plan, all of which must be coordinated through the public hearing process and be approved by the Tampa City Council.

Task 6.4 Compile final JLUS report.

- a) Schedule and conduct meeting where TWG will review options, consider viability in light of comments received from initial public input forums, and forward recommendations to PC for approval. **CONSULTANT**
- b) Schedule and conduct PC meeting to review TWG recommendations and make additional recommendations on land use compatibility measures for publishing. **JLUS PROJECT COORDINATOR**
- c) Make revisions to JLUS Draft based on PC/TWG recommendations. **CONSULTANT**
- d) Compile full draft copy of JLUS. **CONSULTANT**
- e) Present draft JLUS to TWG for discussion, approval, and transmittal to PC. **CONSULTANT**
- f) Present draft JLUS to PC for discussion, approval, and transmittal to Tampa City Council. **CONSULTANT**
- g) Schedule public workshop with Tampa City Council for presentation of draft JLUS for discussion, recommended changes, and motion for draft resolution approving transmittal of study to OEA. **CONSULTANT/JLUS PROJECT COORDINATOR**
- h) Tampa City Council to read and approve resolution allowing transmittal of final draft JLUS report to OEA to meet grant requirements.
- i) Produce hard and digital copies (.pdf and Microsoft Word) of JLUS Final Draft. **CONSULTANT**
- j) Transmit final JLUS (seventy-five (75) hard copies and ten (10) CD copies) to JLUS Project Coordinator. **CONSULTANT**
- k) Transmit final JLUS to OEA. **CONSULTANT**

DELIVERABLES (PRODUCTS):

Consultant

Transmit final JLUS Report copies to OEA (one (1) hard copy and four (4) CD copies).
 Deliver final JLUS Report copies to JLUS Project Coordinator for distribution internal to the City of Tampa (seventy-five (75) hard copies and ten (10) CD copies).