Port of Walla Walla
Walla Walla Regional Airport
Development Guidelines

GENERAL PROVISIONS FOR AIRPORT PROPERTY (NON-AERONAUTICAL AND AERONAUTICAL)

1. Land Lease Term. 5-year lease with (9) 5-year options for a total of 50 years. The Port of Walla Walla cannot sell the ground.

2. Lease Rate. Base rate per Port Commission Minimum Rate & Charge Guidelines for the first 5-years. Consumer Price Index (CPI) increase for each 5-year option.

3. Permitting Authority. Developer to work directly with and receive permit(s) from Walla Walla County Community Development prior to construction.

4. Port and Developer will determine general leased property boundaries. Once agreed, the Developer will obtain a survey to establish property corners and provide a drawing depicting the parcel size, which will be attached to the lease as Exhibit "A". If Port obtains survey the Developer will reimburse the Port for said survey costs.

5. The Developer, within 60-days of completion of improvements, shall provide the Port with a full and complete set of "As-Built" plans of improvements.

ADDITIONAL PROVISIONS FOR AIRPORT DISTRICT PARCELS (NON-AERONAUTICAL)

1. The Port requires of Developer the development of consistent and high-quality infrastructure and to protect and enhance the investment of all those locating on the airport.

2. A 30-foot public right-of-way and utility easement will be established from the centerline of all adjacent streets. Developers leased premises will start from the end of the 30-foot right-of-way.

3. All building construction will be set back 60-feet from the centerline of all adjacent streets in the Airport District.

6. Street access points into the leased parcel will be determined by the Port in consultation with the developer. All site access roads will be paved.

7. Drainage culverts will be installed on all entrance and exit roads from the leased parcel to maintain the Airport's stormwater swale system.

8. All utilities brought on site will be at the Developers cost and will be constructed underground.

9. Developer is required to install a backflow prevention unit on all new developments with water connections. Developer is responsible for the annual testing of the backflow prevention and is required to use a certified backflow prevention inspector. Developer is required to provide this annual backflow prevention report to the Port. All required repairs, maintenance and upkeep shall be at the sole cost and expense of Developer.

10. Sewer Service. The Port of Walla Walla charges a one-time Capital Connection Fee. The fee for 2026 is $2,668. In addition, the Developer will be responsible to reimburse the Port for actual labor and material costs to install the sewer service to the leased property line. The Port will identify the location of the existing sewer line. Port staff will make the sewer connection to the leased property line and the developer will extend the sewer line from the Port connection point into the Developer facility. Developer is required to install a 12-gauge locator wire on top of the sewer line.

11. Port will determine the location of all sewer clean outs on the leased premises.

12. Water Service. The Port of Walla Walla charges a one-time Capital Connection Fee. The fee for 2026 is $2,668. In addition, the Developer will be responsible to reimburse the Port for actual labor and material costs to install the water service to the leased premises. The Port will identify the location of the existing water line. Port staff will determine the minimum size and type of water meter to be installed. The Port will install the water service and meter to the leased property line and the developer shall extend the water line into the facility from the water meter. Developer is required to connect water service from meter to facility using solid bruiser pipe with no couplers and to install a 12-gauge locator wire on top of the water line.

13. All tenant signage will be installed on the building(s) and approved by the Port.

14. All parking lots will be paved and striped with designated parking areas.

15. All perimeter site lighting will be installed on the buildings.

16. All outside trash containers will be completely screened by slated fencing.

17. Building addresses will be installed on each building and easily seen and readable from the nearest public road.

18. Stormwater Service. All storm water will be retained on the leased premises through an approved system.

19. Developer will fill out a tenant information sheet on each tenant leasing space from the developer.

20. No hazardous materials or waste will be stored in the leased premises.

21. Mailboxes will be installed by developer with input from the Port and U.S. Postal Service.

22. No outside storage will be allowed on site unless storage is screened by slated fencing as approved by the Port. Any fencing projects on the leased parcel will be installed per the Port fencing specification guidelines. In no event shall non-business related items be stored within the fenced area including, but not limited to, cars, boats, motor homes, et.al.

23. Fire Hydrants. If additional fire hydrants are required by Walla Walla Fire District 4, Developer will be required to install and pay for such improvements.

24. Developer will be required to develop a landscaping plan for the Port's approval. To encourage a healthy landscape and to encourage water conservation, landscaping shall be supported by underground sprinkler systems and a water timer. Developer will be required to install a double-back check valve on all irrigation sprinklers.

25. Specific to a development with an exterior drain system (ie. winery crush pad or similar) Developer required to install a valve that allows for drainage into the sewer system or to an approved stormwater retention site depending on the activity at the time of use.

26. Specific to winery production developments, Developer required to install an approved drain system to collect grape skins prior to entering into the sewer line or stormwater retention site.

ADDITIONAL PROVISIONS FOR AIRPORT PARCELS (AERONAUTICAL)

1. Aircraft hangars shall only be used for the parking and storage of registered and airworthy aircraft and associated aircraft equipment and supplies. The Developer and/or the ultimate tenant of the hangar shall be bound by all federal, state, county, municipal rules, including the Port's Airport Rules & Regulations and Commercial Minimum Standards.

2. Hangars may only be constructed in areas that are identified on the Airport's FAA approved Airport Layout Plan (ALP). The ALP depicts current and future development plans derived from the Airport Master Plan. **See Airport Layout Plan.**

3. Developer to work with Port to identify best location on the ALP for hangar development. Developer to provide Port the size of hangar, height of hangar, funding, and the number of aircraft planned to be stored in hangar.

4. Port to submit a FAA Section 163 Determination letter to the FAA for the proposed hangar project. The FAA Section 163 considers the following:

    - Planning: is the proposed hangar project identified on the approved ALP? If so, submit an ALP "pen & ink" amendment to the FAA for approval prior to commencement of project. FAA retains legal authority to approve or disapprove changes to the ALP for proposed hangar project.

    - Land use: Due to proposed hangar project being sited on aeronautical property the FAA retains the authority to regulate the use of the land associated with the proposed project as it may affect the safe and efficient operation of aircraft or safety of persons and property related to aircraft operations.

    - Environmental Considerations: The FAA's ALP approval authority for the proposed hangar project is a federal action subject to the National Environmental Policy Act (NEPA). The Port will be required to perform an appropriate environmental review consistent with NEPA. Any associated costs the Port incurs will be invoiced to the Developer. Construction may not occur until the FAA approves the NEPA.

5. Developer is required to submit Form 7460-1 to the FAA (through the Obstruction Evaluation/Airport Airspace Analysis OE/AAA) website. The 7460-1 is a "Notice of Proposed Construction or Alteration" on the airport for the FAA to promote air safety and efficient use of the navigable airspace. An aeronautical study is conducted based on the information provided. Hangar construction may not occur until the FAA approves the 7460.

6. Developer is required to apply for building permit and submit building plans to the local permitting authority, Walla Walla County Community Development prior to hangar construction. Hangar construction may not occur until the local authority provides the building permit. Any associated costs the Developer incurs is their sole responsibility.

7. Size of land parcel: Developer and Port to work cooperatively on size of parcel for proposed hangar project. A parcel shall include a maximum of 5-feet of ground required on 3 of the 4 sides of the hangar. The leased ground in front of hangar shall abut the existing apron. Developer shall design hangar within IBC and NFPA 409 regulations to fit on leased parcel.

8. Hangar Construction:

    - The Port requires the Developer to construct a hangar with a minimum construction type of at least a Type IIB. Non-combustible type with no wood frame stairs or mezzanines. All structural members have to be non-combustible material.

    - Developer is required to meet International Building Code (IBC) and National Fire Protection Association (NFPA) 409 codes.

    - The Port requires of Developer the development of consistent and high-quality infrastructure and to protect and enhance the investment of all those locating on the airport.

    - Developer and Port to work cooperatively on setback of proposed hangar from existing apron. Placement will be dependent on parcel location, hangars in vicinity and line-of-sight.

- Developer to construct and maintain apron access into the leased parcel. The Developer's pavement shall, at a minimum, meet Washington State Department of Transportation (WSDOT) concrete and/or asphalt mix specifications.

9. All utilities brought on site will be at the Developers cost and will be constructed underground.

10. A backflow prevention unit is required to be installed on all new developments with water connections. Developer is responsible for the annual testing of the backflow prevention unit and is required to use a certified backflow prevention inspector. All required maintenance and upkeep shall be at the sole cost and expense of Developer. Developer is required to provide the annual backflow prevention unit report to the Port.

11. Sewer Service. The Port of Walla Walla charges a one-time Capital Connection Fee. The fee for 2026 is $2,668. In addition, the Developer will be responsible to reimburse the Port for actual labor and material costs to install the sewer service to the leased property line. The Port will identify the location of the existing sewer line. Port staff will make the sewer connection to the leased property line and the Developer will extend the sewer line from the Port connection point into the Developer facility. Developer is required to install a 12-gauge locator wire adjacent to the sewer line.

12. Port will determine the location of all sewer clean outs on the leased premises.

13. Water Service. The Port of Walla Walla charges a one-time Capital Connection Fee. The fee for 2026 is $2,668. In addition, the Developer will be responsible to reimburse the Port for actual labor and material costs to install the water service to the leased premises. The Port will identify the location of the existing water line. Port staff will determine the minimum size and type of water meter to be installed. The Port will install the water service and meter to the leased property line and the developer shall extend the water line into the facility from the water meter. Developer is required to connect water service from meter to facility using solid bruiser pipe with no couplers and to install a 12-gauge locator wire on top of or adjacent to the water line.

14. All perimeter site lighting will be installed on the hangar.

15. Developer shall retain all storm water on the leased premises through an approved system.

16. No outside storage will be allowed on leased premises.