



**1 MAY 1998**

**Civil Engineering**

**AIR FORCE COMPREHENSIVE PLANNING**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: CECP (Ms. Vicki Williams)  
Supersedes AFI32-7062AFSPC1, 5 May 95.

Certified by: CEC (Mr. Michael D. Bratlien)  
Pages: 8  
Distribution: F

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This supplement implements and extends guidance of AFI32-7062, *Air Force Comprehensive Planning*. The AFI is published word-for-word without editorial review. Air Force Space Command (AFSPC) supplemental material is indicated in bold face. This supplement describes AFSPC's procedures for use in conjunction with the basic AFI. It applies to HQ AFSPC, its subordinate units and to all organizations supported by the Headquarters Civil Engineering Directorate (CE), 150 Vandenberg St., Ste 1105, Peterson AFB CO 80914-4150. This supplement does not apply to Air Force Reserve Command nor Air National Guard units. The reporting requirement in this directive is exempt from report control symbol (RCS) licensing in accordance with AFI37-124, The Information Collections and Reports Management Program; Controlling Internal, Public, and Interagency Air Force Information Collections. Upon receipt of this integrated supplement discard the Air Force basic publication.

**SUMMARY OF REVISIONS**

This publication is intended to support AFI32-7062 and specifies additional responsibilities and requirements for the General Plan, Five-Year Plan, Facilities Excellence Program, and Facility Utilization Study. The requirement to develop and maintain the Comprehensive Planning Framework is superseded. General Plan approval authority is delegated to the Wing Commander. The installation Base Layout Map must be updated annually. AFSPC11, (Request for Facility Siting/Land Use Change) is rescinded. A bar (|) indicates revisions from the previous edition.

**1.3.5.1. (Added) Additional MAJCOM Responsibilities:**

**1.3.5.1.1. Establish and maintain standard automated formats for the General Plan, Facility Utilization Study, Facilities Excellence Plan, and Five-Year Plan to facilitate consistency among AFSPC plans.**

**1.3.5.1.2. Ensure the installations listed in Attachment 8 establish and implement Comprehensive Planning and Facilities Excellence Programs.**

**1.3.5.1.3. Coordinate on the 65 percent submittal (or equivalent) of the installation General Plan.**

1.3.5.1.4. Ensure the AFSPC installations and tenant units listed in Attachment 8 incorporate elements of the Facility Utilization Study into the Comprehensive Planning Process.

1.3.5.1.5. Ensure all Wings in AFSPC develop and maintain the Five-Year Plan. The Five-Year Plan is the execution plan for the Wing, presenting a 5 year look at the Military Construction (MILCON) Program and 5 years of the Real Property Maintenance by Contract (RPMC) Program.

1.3.6.1. (Added) Additional Installation Commander Responsibilities:

1.3.6.1.1. Ensure all development actions are IAW the installation General Plan.

1.3.6.1.2. Revalidate the General Plan annually as an action of the installation Facilities Board.

1.3.6.1.3. Ensure the host wing's future land use and transportation planning, site planning, and mapping for Geographically Separated Units takes into account future needs and requirements.

1.3.6.1.4. Develop and maintain a Comprehensive Planning Program Action Plan as defined in paragraph 2.9. Update and annually submit a copy of the Plan to HQ AFSPC/CE Engineering Division (CEC) NLT 1 Dec.

1.3.6.1.5. Ensure the installations listed in Attachment 8 annually update installation Base Layout Map, and related spatial information. Forward an electronic copy of the Base Layout Map annually to HQ AFSPC/CEC NLT 1 Dec.

1.3.6.1.6. Ensure installations listed in Attachment 8 develop and maintain the Composite Constraints and Opportunities and Land Use and Transportation Component Plans as defined in Attachment 4.

1.3.6.1.7. Ensure installations listed in Attachment 8 establish a Facility Utilization Study process to ensure facilities and infrastructure are effectively used and managed. Refer to Appendix 4 of the Master Statement of Work for Preparation of Base Comprehensive Plans for Air Force Installations for a description and recommended outline of the Study.

1.3.6.1.8. Develop and maintain the Wing Five-Year Plan. Forward a copy of the approved plan annually to HQ AFSPC/CEC NLT 1 Dec.

2.7. (Added) Additional AFSPC Requirements. Each Wing is required to implement an Integrated Facility Planning Process for their installations as described in Chapter 4 and depicted in Attachment 9.

2.8. (Added) Additional General Plan requirements. In addition to basic plan structure described in Attachment 3, the AFSPC General Plan will include a discussion of the following topics as applicable: Alternative Growth Scenarios; Regional Planning Concepts; Outsourcing and Privatization; Facility Utilization; Area Development Plans; Relationship of the Plan to the installation Facilities Excellence Plan; and, Integration of the Comprehensive Planning Program with the Environmental Impact Analysis Process.

2.9. (Added) Comprehensive Planning Program Action Plan. The Action Plan is a consolidated Wing list of individual installation Comprehensive Planning Program requirements. The Action Plan should include the overall approach, schedule, phasing, personnel, budget, funding sources, and deliverables required to develop and maintain the installation Comprehensive Plan Component Plans, Special Plans and Studies, Maps, associated Computer Aided Drafting and Design (CADD) and Geographic Information System (GIS) Databases, Facility Utilization Studies, and General Plan.

2.10. (Added) Updating the installation AFSPC General Plan. Validate the General Plan annually as an action of the installation Facilities Board. Update the General Plan narrative and graphics on an as needed

basis, a minimum of once every 3 years. Approve revisions to the General Plan as an action of the installation Facilities Board.

2.11. (Added) Relationship of the installation Comprehensive Planning Program to the Facilities Excellence Program. The Facilities Excellence Program has two primary functions: to provide efficient, fully functional facilities that support the mission and represent a wise investment of public funds; and to assure optimum use of existing facilities to minimize new Military Construction requirements. The installation Comprehensive Plan Capital Improvements Program (CIP) Component Plan provides the foundation for the Facilities Excellence Program. The Plan also provides the framework for decisions related to new construction and renovation. The installation Facilities Excellence Plan builds on the CIP Component Plan as it defines standards for elements such as interiors, exteriors, architectural design, landscape development, and signage. The Facilities Excellence Plan also guides priorities for improvements.

2.11.1. Facilities Excellence Plan. Every AFSPC installation, regardless of size, is required to develop, implement and annually revalidate a Facilities Excellence Plan. The Installation Commander must:

2.11.1.1. Fully develop and consistently apply specific standards within the installation Facilities Excellence Plan.

2.11.1.2. Coordinate the 65 percent submittal or its equivalent of the Facilities Excellence Plan with HQ AFSPC/CEC.

2.11.2. Facilities Excellence Guidance. Additional guidance for preparation of the Facilities Excellence Plan and specific standards is included in the AFSPC Facilities Excellence Guide and AFSPCH32-1004, Facilities Excellence Program and Standards Handbook.

3.3. (Added) Facility Siting Approval Guidelines.

3.3.1. Facility siting requests require approval by the Installation Commander and installation Facilities Board.

3.3.2. Facility sitings should be limited to proposed facilities or additions to existing facilities programmed for construction within the next 6 years. Site approval expires 6 years after the date of approval if no construction has occurred. An exception may be made when site location is critical and must be reserved for a particular type of facility or when a sizable area is required for the facility.

3.3.3. Facility sitings that require HQ AFSPC/CEC coordination:

3.3.3.1. Facility sitings located outside the appropriate land use category as depicted in the approved General Plan.

3.3.3.2. Any project requiring a waiver of airfield or airspace criteria, quantity distance criteria or other special waiver or permit action.

3.3.3.3. Any project sited in a flood plain or wetland.

3.3.3.4. Any project requiring an environmental impact statement.

3.3.3.5. Any project proposed for siting on or near an Installation Restoration Program site where no practicable alternative exists.

3.3.3.6. Any project requiring acquisition of real estate.

## Chapter 4

### INTEGRATED FACILITY PLANNING PROCESS

**4.1. Definition.** The Integrated Facility Planning Process is the continuous process of facility planning. Attachment 9 graphically depicts the AFSPC integrated facility planning process, further described as follows:

**4.1.1. Standards.** Comprehensive Plan Component Plans and Special Plans and Studies establish standards from which the condition of the installation's facilities and infrastructure may be evaluated. Functional and reliability standards and the recommendations in the Land Use and Transportation Component Plan, Facilities Excellence Plan, Space Utilization Study, Environmental Plans, are examples of standards used to assess existing conditions.

**4.1.2. Existing Conditions.** The outcome of applying standards to the installation's existing facilities and infrastructure is a baseline from which requirements may be developed. The General Plan also presents a summary of this baseline and installation's ability to support the mission with its facilities and infrastructure.

**4.1.3. Requirements.** Once requirements have been established, project justifications are built. The Demolition Plan and the Facility Investment Metric are examples of plans that capture facility needs and requirements for the installation's operating sites and tenant units.

**4.1.4. Prioritized List.** The installation Facilities Board prioritizes all (MILCON, RPMC, Environmental, Non-Appropriated Fund (NAF), Military Family Housing (MFH), etc.) facility and infrastructure projects.

**4.1.5. Execution Plan.** The Five-Year Plan is a comprehensive Wing document that aligns planning, programming, budgeting, and execution of facility requirements with long-range goals and objectives. It prioritizes and consolidates all facility project programs such as Demolition, RPMC, MILCON, Housing, Environmental, Medical, etc., into one report.

4.1.5.1. Responsibilities. Each Wing will develop and maintain a Five-Year Plan. Civil Engineering has the primary responsibility for development of the Plan.

4.1.5.2. Plan Content. The Plan will cover projects at all main operating bases and should include all supported sites and geographically separated units within the Wing. The plan will present a 5-year look at the MILCON and RPMC programs.

4.1.5.3. Plan Update. The Five-Year Plan should be validated and approved at least annually as an action of the Facilities Board. Each Wing will forward a copy of the approved plan to HQ AFSPC/CE NLT 1 Dec.

4.1.5.4. Plan Table of Contents. Attachment 10 is an outline of the Five-Year Plan.

## Attachment 8

### SUMMARY OF REQUIRED PLANS

**A8.1.** The following installations are required to develop and maintain the Composite Constraints and Opportunities and Land Use and Transportation Component Plans and publish the General Plan summary document. All tenant units should provide detailed input to their host installation during preparation and update of the Comprehensive Plan Component Plans and General Plan.

**A8.1.1.** Buckley Air National Guard Base, Colorado.

**A8.1.2.** Cape Canaveral Air Station, Florida.

**A8.1.3.** Cape Cod Air Force Station, Massachusetts.

**A8.1.4.** Cavalier Air Station, North Dakota.

**A8.1.5.** Cheyenne Mountain Air Station, Colorado.

**A8.1.6.** Clear Air Station, Alaska.

**A8.1.7.** Falcon Air Force Base, Colorado.

**A8.1.8.** F.E. Warren Air Force Base, Wyoming.

**A8.1.9.** Malmstrom Air Force Base, Montana.

**A8.1.10.** Maui Space Surveillance Site, Hawaii.

**A8.1.11.** New Boston Air Station, New Hampshire.

**A8.1.12.** Onizuka Air Station, California.

**A8.1.13.** Patrick Air Force Base, Florida.

**A8.1.14.** Peterson Air Force Base, Colorado.

**A8.1.15.** Thule Air Base, Greenland.

**A8.1.16.** Vandenberg Air Force Base, California.

**A8.2.** All AFSPC installations and tenant units, regardless of size, are required to develop and maintain a Facilities Excellence Plan.

**A8.3.** All AFSPC assets are highly encouraged to develop and maintain a FUS. The following AFSPC installations and tenant units are required to establish a Facility Utilization Study (FUS) process:

**A8.3.1.** Buckley Air National Guard Base, Colorado.

**A8.3.2.** Cape Canaveral Air Station, Florida.

**A8.3.3.** Clear Air Station, Alaska.

**A8.3.4.** Falcon Air Force Base, Colorado.

**A8.3.5.** F.E. Warren Air Force Base, Wyoming.

**A8.3.6.** Malmstrom Air Force Base, Montana.

**A8.3.7.** Patrick Air Force Base, Florida.

**A8.3.8.** Peterson Air Force Base, Colorado.

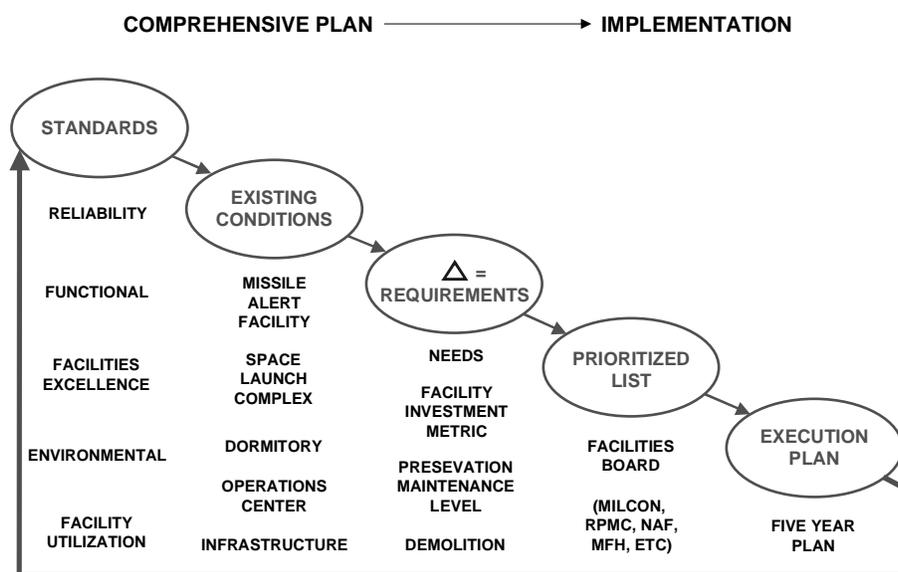
**A8.3.9. Vandenberg Air Force Base, California.**

## Attachment 9

### INTEGRATED FACILITY PLANNING PROCESS

**A9.1.** The diagram below depicts the continuous process of facility planning. Specific standards are used to determine existing conditions, or baseline. With the baseline established, needs and requirements are developed for each of the Wing's installations and tenant units. These projects are then prioritized by the Facilities Board. The Five-Year Plan is the execution plan for the Wing, presenting a five-year look at the MILCON and RPMC programs.

**Figure A9.1. Integrated Facility Planning Process.**



**Attachment 10**

**OUTLINE OF A FIVE-YEAR PLAN**

**A10.1.** Section I: Executive Summary.

**A10.1.1.** Overall Summary.

**A10.1.2.** Planning Philosophy and Process Used.

**A10.2.** Section II: Graphic Locations of Major Installation's 5-year MILCON Program and 5-year RPMC Program projects.

**A10.2.1.** Composite Plan (FY XX-XX).

**A10.2.2.** FY XX.

**A10.2.3.** FY XX + 1.

**A10.2.4.** FY XX + 2.

**A10.2.5.** FY XX + 3.

**A10.2.6.** FY XX + 4.

**A10.3.** Section III: Consolidated Wing MILCON (5 years) and RPMC (5 years) PCMS Report.

**A10.3.1.** FY XX.

**A10.3.2.** FY XX + 1.

**A10.3.3.** FY XX + 2.

**A10.3.4.** FY XX + 3.

**A10.3.5.** FY XX + 4.

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