

Installations

Real Property Master Planning for Army Installations

**Headquarters
Department of the Army
Washington, DC
16 May 2005**

UNCLASSIFIED

SUMMARY of CHANGE

AR 210-20

Real Property Master Planning for Army Installations

This major revision, dated 16 May 2005--

- o Changes the title of the Assistant Secretary of the Army for Installations, Logistics, and Environment to Assistant Secretary of the Army for Installations and Environment (para 1-4a).
- o Establishes the responsibilities and business relationships for real property master planning between the U.S. Army Corps of Engineers and the Assistant Chief of Staff for Installation Management, Installation Management Agency; the Installation Management Agency regions; the Army National Guard; the Army Reserve; senior mission commanders; garrison commanders; directors of public works, and other tenant units; and tenant organizations and supported activities (paras 1-4c through 1-4n).
- o Defines the responsibilities of the Director, Installation Management Agency (para 1-4g).
- o Identifies the 10 Federal Regions (para 1-4g(12)(a)).
- o Defines the real property master planning responsibilities of the Installation Management Agency regions (para 1-4h).
- o Defines the responsibilities of the senior mission commander (para 1-4j).
- o Defines the real property master planning responsibilities of mission commanders and commanders of other assigned units and supported activities (para 1-4m).
- o Establishes the requirement to address privatization of utilities and other base operations services during the master planning process (para 2-4a(3)).
- o Restores the responsibility for preparing and maintaining installation real property master planning maps, collecting, and analyzing other contributing information to the garrison director of public works real property master planning staff (para 2-4b(2)).
- o Establishes and defines the installation real property master plan digest (para 3-2a(1)).
- o Requires the use of automated planning tools and office automation applications (para 3-2a(2)).
- o Integrates the installation status report and the focused facility strategy with the real property master planning process (para 3-2a(2)(e)).

- o Introduces the concept of land use controls into the real property master planning process (para 2-2g).
- o Introduces and defines the concept of sustainable design and development into the real property master planning process (para 2-6e).
- o Introduces and defines the installation design guide (para 3-2c(1)).
- o Modifies the contents of the short-range component (para 3-2e).
- o Eliminates the requirement for the mobilization component (paras 3-3a).
- o Requires a formal environmental assessment of any real property master plan (para 3-5a).
- o Introduces force protection as a concern in real property master planning.
- o Changes installation commander to garrison commander.
- o Incorporates appendix C to establish and define sustainable design and development.
- o Rescinds DA Form 2369-R, DA Form 2369-1-R, and DA Form 2369-2-R.

Effective 16 June 2005

Installations

Real Property Master Planning for Army Installations

By Order of the Secretary of the Army:

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General, United States Army
Chief of Staff

Official:



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History. This publication is a major revision.

Summary. This regulation defines the real property master planning concept and requirement and establishes policies and responsibilities for implementing the real property master planning process for Army communities. These communities include Army installations and other off-post sites to include U.S. Army Accession Command units, Reserve Component activities, Army-owned research organizations, and significant leased sites and complexes. It specifies responsibilities for real property master plan development, approval, maintenance, update, and implementation and continues the requirement for installation to have real property planning boards and emphasizes the vital relationship between environmental planning, sustainable design and development, sustainable range planning and real property master planning. It defines the installation

real property master plan digest as a component of the real property master plan. It integrates real property master planning with the installation status report, the focused facility strategy, land use controls, and the core sustainable range program elements (the Range and Training Land Program and Integrated Training Area Management Program), the range and training land strategy, integrated natural resources management plan, and integrated cultural resources management plan processes.

Applicability. This regulation applies to the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

Proponent and exception authority. The proponent of this regulation is the Assistant Chief of Staff for Installation Management. The Assistant Chief of Staff for Installation Management has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The Assistant Chief of Staff for Installation Management may delegate this approval authority, in writing, to a division chief within the proponent agency or a direct reporting unit or field operating agency of the proponent agency in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity

and forwarded through higher headquarters to the policy proponent. Refer to AR 25–30 for specific guidance.

Army management control process. This regulation contains management control provisions but does not identify key management controls that must be evaluated.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from Assistant Chief of Staff for Installation Management, Headquarters, Department of the Army (DAIM–ZS), 600 Army Pentagon, Washington, DC 20310–0600.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Assistant Chief of Staff for Installation Management, Headquarters, Department of the Army (DAIM–ZS), 600 Army Pentagon, Washington, DC 20310–0600.

Distribution. This publication is available in electronic media only and is intended for command levels C, D, and E for the Active Army, the Army National Guard, and the U.S. Army Reserve.

*This publication supersedes AR 210–20, dated 30 July 1993, and AR 210–70, dated 31 December 1984, and rescinds DA Form 2369–R, DA Form 2369–1–R, and DA Form 2369–2–R.

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Chapter 1

Introduction

1–1. Purpose

a. This regulation establishes and prescribes the Army's real property master planning process. It establishes the objectives and purpose of real property master planning and its relationship to the Planning, Programming, Budgeting, and Execution (PPBE) process.

b. It assigns responsibilities and prescribes policies and procedures relating to the development, content, submission, and maintenance of a real property master plan (RPMP) at all levels of command.

c. It explains how the RPMP—

(1) Establishes the foundation for real property management and development.

(2) Reflects the goals, objectives, plans, and real property requirements of all units and organizations assigned to or supported by an installation.

(3) Provides the framework for analyzing and justifying real property sustainment (maintenance and repair) resource allocations.

(4) Helps justify real property construction, improvement, and development in accordance with Headquarters, Department of the Army (HQDA) programming guidance and focused investments (such as focused facility strategy (FFS) and the Range and Training Land Strategy).

(5) Provides management with the capability to ensure the efficient acquisition, utilization, and disposal of real property assets.

(6) Identifies requirements and alternatives for resolving real property deficiencies and excesses.

(7) Provides information for the orderly closure, disposal, and establishment of land use controls for installations.

(8) Provides the strategic capability for ensuring installation sustainability into the future through direct support of mission readiness and installation integration into regional planning. Through effective use of an RPMP, future challenges and requirements can be proactively identified and mitigated or solutions programmed well before they become problems, thus ensuring installation sustainability. The RPMP is an important element of the installation strategic planning process.

1–2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1–3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

1–4. Responsibilities

a. The Assistant Secretary of the Army for Installations and Environment (ASA (I&E)) is responsible for Army policy, program direction, and oversight for real property master planning at Army installations.

b. The Assistant Secretary of Army for Acquisition, Logistics, and Technology (ASA(ALT)) is responsible for assuring that vehicle and weapons systems design criteria are coordinated with and communicated to the Assistant Chief of Staff for Installation Management (ACSIM) and Commander, U.S. Army Corps of Engineers (USACE) to ensure full integration with facilities design criteria early in the concept phase and throughout the vehicle/weapons systems design phase.

c. The ACSIM will—

(1) Develop real property master planning guidance and procedures in accordance with Army policy.

(2) Program, budget, and distribute funds, track resources, and monitor program performance for all existing and future real property master planning and associated policies, programs, systems, and initiatives Army wide.

(3) Establish and conduct meetings of a real property planning and management steering committee to develop guidance, monitor the status, and measure the performance of both real property and RPMP programs and initiatives.

(4) Manage the FFS program.

(5) Provide policies and resources for RPMP training courses and workshops.

(6) Establish Geographic Information System (GIS) guidance, procedures, and standards for the development of master planning maps, tools, software applications, and data; coordinate all garrison GIS support efforts through the Installation Management Agency (IMA) and the National Guard Bureau (NGB); and program and fund resources for its implementation.

(7) Maintain a list of points of contact for real property master planning matters, including the name, grade, office address, telephone number, and e-mail address of the individuals.

(8) Publish and distribute the Army Stationing and Installation Plan (ASIP).

(9) Develop and publish real property allowance analysis guidance and procedures.

(10) Establish intergovernmental coordination guidance in accordance with Department of Defense (DOD) Directive 4165.61 to be executed by the IMA.

(11) Develop guidance on the real master planning aspects of force protection for design and construction of facilities and the development and operation of installations in order to ensure compliance with the Unified Facilities Criteria (UFC) 4-010-01. This applies to new construction and renovation projects and leased facilities. The Office of the ACSIM (OACSIM), Plans and Operations Division (DAIM-ZS) and Facilities Directorate (DAIM-FD) will be notified when criteria will not be met.

d. The Chief of Engineers (COE) will—

(1) Integrate Department of the Army (DA) real property master planning policy and procedures with COE real estate responsibilities and procedures.

(2) In coordination with ACSIM, establish and publish facility design criteria used during the preparation and update of RPMPs and real property master plan digests (RPMPDs) as requested.

(3) In coordination with ASA(ALT) and ACSIM, establish and publish facility designs and criteria for new Army equipment and vehicle/weapons systems.

(4) Publish and maintain master planning instructions (MPI) and associated technical guidance. MPI and guidance will be coordinated with the ACSIM and the Director, IMA.

e. The Commander, USACE will—

(1) Provide technical assistance in the development and maintenance of RPMPs and RPMPDs.

(2) Monitor the quality and timeliness of real property master planning support being provided by supporting USACE divisions and districts.

(3) Be prepared, if requested by IMA through a Memorandum of Agreement, to develop executing instructions for the USACE divisions to manage an intergovernmental coordination program.

(4) Provide guidance and procedures in accordance with Army policy to all USACE districts and divisions to ensure facility designs and sitings prepared by them comply with UFC 4-010-01 as prescribed in Military Standard (MIL-STD) 3007.

f. Commanders of major Army commands may, if desired—

(1) Review the RPMPs of installations on which their MACOM units are assigned to ensure unit and organization missions are adequately supported and provide feedback to the Army Staff proponent and to the appropriate garrison commanders, IMA regions, and designated IMA staff representative.

(2) Provide an associate member to the real property planning boards (RPPBs) of installations at which their units are located.

g. The Director, IMA will—

(1) Implement the Army real property master planning policies and guidance.

(2) Determine levels of detail requirements for RPMP components at each installation in the region. RPMPs will have all components unless otherwise approved by the IMA.

(3) Ensure IMA regions have adequate trained staffing to review and approve installation RPMPs, assure compliance with Army real property master planning policy and guidance, and provide garrison commanders with planning support.

(4) Serve as the HQDA clearing house for questions and inquiries on real property master planning.

(5) Review the RPMP program annually and provide a report to the ACSIM. The report will include the status of each Active Army and AR garrison's RPMP components, date next update is required, and resource/operating requirements.

(6) Conduct staff assistance visits.

(7) Provide assistance, if requested, to garrison commanders during the development or update of installation RPMPs by—

(a) Reviewing the scopes of work for RPMP contracts.

(b) Providing input to the architect-engineer contractor selection process for contracted RPMP work.

(c) Participating in in-process reviews of RPMPs during development.

(8) Provide guidance for preparation and perform reviews of planning and space utilization studies, facilities and real estate acquisition programming, facility reduction plans, base realignment or stationing actions, environmental cleanup, and base closure plans.

(9) Program and provide adequate resources for Active Army and Army Reserve (AR) garrisons to prepare and maintain RPMPs.

(10) Ensure that major repair, minor construction, military construction, and real property acquisition, cleanup, and disposal projects are consistent with, and portrayed in, the installation RPMPs.

(11) Establish, implement, and maintain a GIS in compliance with the Army Enterprise Architecture, including hardware and software, down to the installation level, that will support RPMP management as well as comprehensive regional planning capabilities and HQDA strategic planning.

(12) Establish and maintain an Army intergovernmental coordination management program for coordinating Army

real property planning and construction projects with interested Federal, State, and local governmental agencies. The program includes—

(a) Assisting USACE and DOD Federal Region liaison representatives in preparing cooperative agreements with State and other governmental agencies.

(b) Executing intergovernmental coordination with applicable Federal Regions to ensure that issues among the services, States, other Federal agencies, or local authorities are resolved. Issues not resolved will be sent through IMA (SFIM-OP), Taylor Building, Crystal City, VA, to HQDA, ATTN: DAIM-ZS, 600 Army Pentagon, Washington, DC 20310-0600.

(c) Maintaining records of all intergovernmental coordination activities in accordance with Army Regulation (AR) 25-400-2. Refer to the Army Records Information Management System records retention schedule located at <https://www.arims.army.mil/rtsanew/rtsrch.asp> to determine the proper disposition. Records types include—

1. Federal, State, and local agency comments and requests for information.
2. Reviews.
3. Determinations, to include decisions to withhold information.
4. Recommendations.
5. Programs.
6. Memorandums of Understanding (MOUs).

(13) Ensure that adequate resources are available for garrisons to prepare and maintain RPMPs and that garrison commanders commit the resources to real property master planning.

(14) Provide a list of IMA and IMA Region real property master planning points of contact to the HQDA, ATTN: DAIM-ZS, 600 Army Pentagon, Washington DC 20310.

(15) Develop real property master planning technical criteria, guidance, and procedures.

(16) Development and conduct training courses and workshops on real property master planning.

(17) Establish and manage career mentorship, professional training, and development and certification programs for real property master planning personnel at all levels of command.

(18) Ensure all Force Protection policy and guidance are applied and enforced for design, development, and operations of installations. Notify OACSIM, Plans and Operations Division (DAIM-ZS) when compliance is not possible.

h. The Director, IMA Region will—

(1) Serve as the advocate for the garrison commander's real property master planning resource needs and support.

(2) Provide centralized Master Planning program execution to implement DA policies and programs.

(3) Approve real property master planning documentation as directed by the IMA.

(4) Develop and implement Region unique master planning policies and programs.

(5) Review and provide support for stationing/restationing analysis and studies.

(6) Review and approve or recommend changes to project siting or re-siting requests or land use change requests submitted by garrison commanders as designated by the IMA.

(7) Ensure that garrisons are responsive to tenant activities, real property master planning, and real property requirements.

(8) Assist garrisons in establishing, recording, and tracking Land Use Controls (LUCs) for contaminated land not restored to original condition, e.g., former firing ranges, munitions and chemical storage areas, and hazardous material sites.

(9) Provide an associate (nonvoting) member to the installation RPPBs of supported installations.

(10) Designate a point of contact for real property master planning matters. The name, grade, office, telephone number, and e-mail address will be sent to IMA (SFIM-OP), Taylor Building, Crystal City, VA.

i. The garrison commanders (includes area support group commander and Army Reserve Regional Readiness Command (AR RRC)), in consultation with the designated IMA staff, will—

(1) Budget for and ensure adequate staffing and/or contract support is available to prepare, maintain, and review the installation RPMPs.

(2) Establish, convene, chair, and maintain the records of the installation RPPB in accordance with AR 25-400-2.

(3) Ensure that real property acquisition, construction, facility reduction and disposals, and unit realignment actions are included in and are consistent with the installation RPMP.

(4) Submit the installation RPMP and prioritized military construction (MILCON) project list endorsed by the senior mission commander, to the designated IMA staff for approval. AR Regional Readiness commanders will submit the list to IMA-Army Reserve Division (ARD) for approval.

(5) Review the installation RPMP annually and provide the designated IMA staff a report of present status, required changes, updates, and resource requirements. AR Regional Readiness commanders will submit the report to IMA-ARD.

(6) Ensure that all real property needs, to include those of tenant units and supported activities, are known and

provided for in the installation RPMP. This requirement is particularly important for activities that prepare and submit planning, programming, and budgeting documentation through separate channels, utilize separate funding sources, or utilize private sector and contributed funds. This includes AR requirements on Active Component (AC) installations.

(7) Ensure RPMP documents comply with the requirements for intergovernmental coordination. For those installations within the National Capital Region, such coordination will be accomplished in accordance with procedures in AR 415-15 and the published submittal requirements of the National Capital Planning Commission and the U.S. Commission of Fine Arts.

(8) Ensure the garrison, or AR RRC, is GIS capable in accordance with the Army Enterprise Architecture.

(9) Maintain accurate regional, vicinity, and installation assets and planning maps in GIS format along with associated tabular data such as, but not limited to, the real property inventory (RPI), ISR data, and focused facility strategy input. Real property GIS data (such as spatial representations of buildings and the installation boundaries) will be stored in the Army RPI database of record.

(10) Participate in the architect-engineer selection boards for RPMP contracts.

(11) Implement and maintain automated GIS systems for mapping, drafting, and performing real property planning and programming tasks. This may be regionalized when more efficient and cost effective as determined by higher headquarters. All systems must comply with the Army Enterprise Architecture.

(12) Manage the assignment and utilization of space within facilities as it impacts real property master planning (see also AR 405-45 and AR 140-483).

(13) Manage installation land area usage including training lands.

(14) Review DD Forms 1391 that are prepared for MILCON or other-funded facility construction/acquisition projects on the installation for conformance with the RPMP, FFS, and ISR and facility criteria, and approve and release the electronic forms to higher headquarters.

(15) Verify that the ASIP properly reflects authorized force structure for all assigned units, organizations, and activities.

(16) Name a point of contact for the intergovernmental coordination management process and provide the designated IMA staff with the name, office symbol, telephone number, address and e-mail address. AR Regional Readiness commanders will furnish the information to IMA-ARD.

(17) Implement an intergovernmental coordination management process in accordance with IMA guidance. Using the established intergovernmental coordination management process, communicate with MACOMs and appropriate USACE engineer divisions to provide and obtain current information on activities that may affect the installation and its tenant organizations. Obtain or include in the communications, any MOUs with the State(s) involved, State review processes, and other pertinent documentation.

(18) Cooperate with local community planning groups by providing information, policy, and position statements on unclassified installation programs and activities to concerned agencies in accordance with AR 25-55 and AR 360-1.

(19) Participate in meetings of the appropriate Joint Services Reserve Component Facility Review Board (JSRCFRB) (see also para 2-8e).

(20) Communicate, coordinate, and execute reasonable efforts to limit encroachment both inside and outside the installation.

(21) Ensure compliance with all policy and guidance for force protection to include UFC 4-010-01.

(22) Establish a strategic real property master planning team with the garrison real property master planner as the lead. The team will assure that real property and population data used in preparation of the installation RPMP or the conduct of studies and analyses dealing with unit stationing or realignment, mission changes and their impacts on installation real property requirements and resources, and installation management are accurate. Sources for these data are the ASIP, Real Property Planning and Analysis System (RPLANS), Integrated Facilities System (IFS), and, for the NGB, Planning Resource for Infrastructure Development and Evaluation. The team will also assist in the preparation of the ISR and Strategic Readiness System. Team oversight and guidance will be provided by, and the team will provide support to, the installation RPPB.

Note. The garrison commander responsibilities listed above may be modified as directed by the Chief, Army Reserve (CAR) and IMA, subject to the Active Army concurrence, to allow for AR organizational, policy, and operational variations.

j. The senior mission commander will—

(1) Review the installation RPMP and the recommendations of the installation RPPB to ensure all tenant units' organization missions are adequately supported and projects are properly prioritized.

(2) Endorse both the installation RPMP and prioritized list of both Operations and Maintenance, Army (OMA) funded projects requiring higher headquarters approval and garrison support MILCON projects for submission to the designated IMA staff for approval.

(3) Approve and submit the prioritized list of mission support MILCON projects to the designated IMA staff.

(4) Chair the installation executive planning board, which oversees and provides guidance to the installation RPPB.

k. The CAR will advise the Army Chief of Staff on AR matters and serve as the Commander of the U.S. Army Reserve Command. For the purposes of this regulation, the CAR is also considered a MACOM commander with

responsibilities similar to those in paragraph 1–4g, subject to modification as the CAR and the IMA deem necessary to allow for organizational, policy, and operational variations. The CAR will develop and execute AR plans, policies, and programs and administer AR personnel, operations, and construction funds. The CAR, through the IMA–ARD, will identify all land and facility requirements to support inactive duty for training and active training.

l. The Chief, NGB will establish National Guard priorities and policies to support the commanders of the unified combatant commands, services, and states/territories. The Chief will also—

(1) Determine requirements, timelines, and resources for real property development plans (RPDPs) and assign responsibilities for their preparation.

(2) Ensure that adequate staffing is available at NGB state and national headquarters to review RPDPs prepared by states, territories, and the District of Columbia. Ensure RPDPs are prepared in compliance with prescribed policies and guidance.

(3) Ensure adequate resources are provided to support state-level planning efforts and monitor how the states, territories, and the District of Columbia utilize such resources to prepare and maintain RPDPs.

(4) Validate RPDPs and long-range construction programs submitted by States, territories, and the District of Columbia.

(5) Ensure that real property acquisition, construction, and disposal projects of States, territories, and the District of Columbia are consistent with and included in the RPDPs.

(6) Assist states, territories, or the District of Columbia when necessary during the development of the RPDPs.

(7) Establish facility criteria for all Army National Guard (ARNG) requirements (see National Guard Regulation (NGR) 415–10 and NG Pamphlet (Pam) 415–12).

(8) Coordinate automated real property systems with those of HQDA to assure data compatibility and transferability.

(9) Ensure that states, territories, and the District of Columbia are utilizing GIS to perform real property master planning and are compatible with the Army Enterprise Geographic Information System (EGIS) by following Army policies, standards, and guidance.

m. The mission commanders and commanders of other assigned units and supported activities will—

(1) Provide input and ensure that the installation RPMP will support assigned missions and functions.

(2) Identify all real property requirements to support their missions to the garrison master planner. This action is particularly important for tenant activities that prepare and submit planning, programming, and budgeting documents and receive resources through separate channels or for organizations that utilize private sector and contributed funds to acquire and operate their facilities.

(3) Provide a voting member to the installation RPPB.

n. The RPPB will—

(1) Monitor development of the installation RPMP and make recommendations to garrison and senior mission commanders.

(2) Ensure all real property master planning requirements for all missions, organizations, and activities on the installation and within the supported area are addressed and recorded. Ensure the installation RPMP is maintained accordingly.

(3) Ensure that installation architectural and design themes comply with the installation design guide (IDG) and adjudicate variances and conflicts. The installation RPPB will review and forward requests for waivers of IDG standards to the IMA region director for approval.

(4) Recommend the priorities for garrison project funding to the garrison commander and senior mission commander as appropriate.

(5) Monitor potential surrounding community encroachment on the installation and integrate into the RPMP real property planning alternatives to mitigate the impacts. Advise the garrison commander of actions that may be taken to avoid or minimize the impacts of encroachment such as fostering a joint land use study (JLUS).

Chapter 2

Real Property Master Planning Process

2–1. Overview

a. Army installation garrison commanders are the mayors of small cities. As such, they are the directors, influencers, and implementers of present challenges and future change. They must create a vision and a blueprint that enable their installations to respond to future Army missions and community aspirations, while providing and maintaining the capability to train, project, sustain, and support today's force.

b. The garrison commander must develop business practices to build enduring, sustainable, and continually improving quality communities and training lands that support mission readiness. They must establish their installations as valued neighbors and trusted partners with surrounding communities. Installations must be recognized as examples of excellent environmental stewardship enhancing the environment for future generations through sustainable design and

development. Such quality installations can be achieved by effective use of resources that are guided by the near-term and long-range real property investment goals and objectives of HQDA, the MACOMs, the IMA, and local mission commanders.

c. The Army must have a physical plant (to include its ranges and training lands) that fully supports the mission of the tenants and provides an overall environment of quality and protection for the force necessary for national security. The garrison commander's instrument for unifying planning and programming for installation real property management, development, and associated services is the master planning process. This process will be recorded in an installation RPMP. Properly developed, an RPMP will chart a long-term investment strategy for achieving the garrison commander's goals for providing excellent installation physical plants and training lands while supporting the Army's vision for current and future missions.

d. A well-prepared RPMP expresses a long-term commitment to provide high-quality, sustainable, enduring installations. It covers a 20-year planning horizon and provides the map to executing that commitment. It is a major describer of the garrison commander's Installation Sustainability Program and Sustainable Range Program venues to identify and accomplish long-term goals that ensure future mission accomplishment with the least impact on the installation and regional communities. Additionally, the RPMP provides the garrison commander's strategy for meeting the challenges of operating under changing paradigms. These paradigms include antiterrorism and force protection; reduced manpower and resources; executing base realignments and closures; and shifting appropriate base operations (BASOPS) functions from the government to the private sector.

2-2. Real property master planning and the Planning, Programming, Budgeting, and Execution process

Installation real property master planning is based on the assigned installation missions and guidance contained in a variety of plans and other documents. These references, many of which are elements of the Planning, Programming, Budgeting, and Execution (PPBE) process, establish trends, strategies, force structure, programs, and resource requirements upon which planners base long-range and short-term plans. Typical guidance documents are:

- a.* Commander's Guide: Installation Standards.
- b.* AR 210-14.
- c.* AR 200-1.
- d.* AR 200-2.
- e.* AR 200-3.
- f.* AR 200-4.
- g.* The Army Strategy for the Environment.

2-3. Purpose

An RPMP is the roadmap to ensure installation real property master planning is proactive to long-term mission requirements. The purpose of real property master planning and an RPMP is to—

- a.* Establish a vision and future direction for efficiently managing, acquiring, or reducing real property at Army installations in order to support the current mission, transformation, and management processes.
- b.* Establish a mission-oriented installation, which may be in the battle space of the future, that can react effectively to contingencies and still present a secure, high-quality environment.
- c.* Provide soldiers, their families, civilians, retirees, and other users of an installation with the highest quality facilities attainable.
- d.* Establish a framework for installation management to review allocation of limited resources that affect, or are affected by, the use of real property assets. This allows the review of alternatives such as privatization, enhanced use leasing, land swaps, or public/private ventures.
- e.* Determine real property deficiencies and identify priorities and potential solutions.
- f.* Coordinate real property master planning activities with local community development.
- g.* Identify sustainability issues, activities, and actions that may have significant mission or environmental impacts.
- h.* Minimize turbulence in resource programming by coordinating and integrating all real property related plans and proposals with approved departmental and command plans and initiatives creating one comprehensive decision support document.
- i.* Support PPBE process programs and other DOD and non-DOD funding initiatives that deal with acquiring, managing, maintaining, privatizing, cleaning up, closing, and disposing of real property facilities, infrastructure, and land. This support is provided by comparing existing real property to projected real property needs and other developmental or operational activities.
- j.* Ensure that installations have the carrying capacity to support assigned missions and have the capabilities to accommodate mission expansion or installation reconfiguration/realignments within existing boundaries.
- k.* If required, ensure that garrison commanders are capable of executing well-planned, orderly, base realignment, cleanup, and closure activities to include establishing LUCs.

2-4. Real property master planning process

a. Real Property master planning is a continual, collaborative, and integrated process, primarily performed at the installation level, reflective of mission requirements, yet strongly influenced by the plans, guidance, and initiatives of higher headquarters. An installation RPMP is, therefore, the principal real property management tool in support of overall installation real property operation, management, development, privatization, realignment, cleanup, and disposal.

(1) The process involves collecting, mapping, and evaluating planning information; integrating mission requirements; performing a set of analyses; and conducting extensive coordination, staff reviews, and deliberations.

(2) The process culminates with approval by the designated IMA staff, or IMA-ARD for AR facilities, as recommended by the installation RPPB and endorsed by the senior mission commanders. The execution of this process will be recorded and illustrated in an installation RPMP (see fig 2-1).

(3) The process provides a means for effective and orderly sustainable facility design and installation development that support the mission, real property management, local community/installation land use zoning, privatization, base realignment, and cleanup and disposal of Army installation land and real property facilities.

(4) The results of the process are the analyses and integration of real property master planning interests of tactical mission and BASOPS functional areas, other garrison staff and tenant organizations, higher headquarters, and surrounding civilian communities in an installation RPMP.

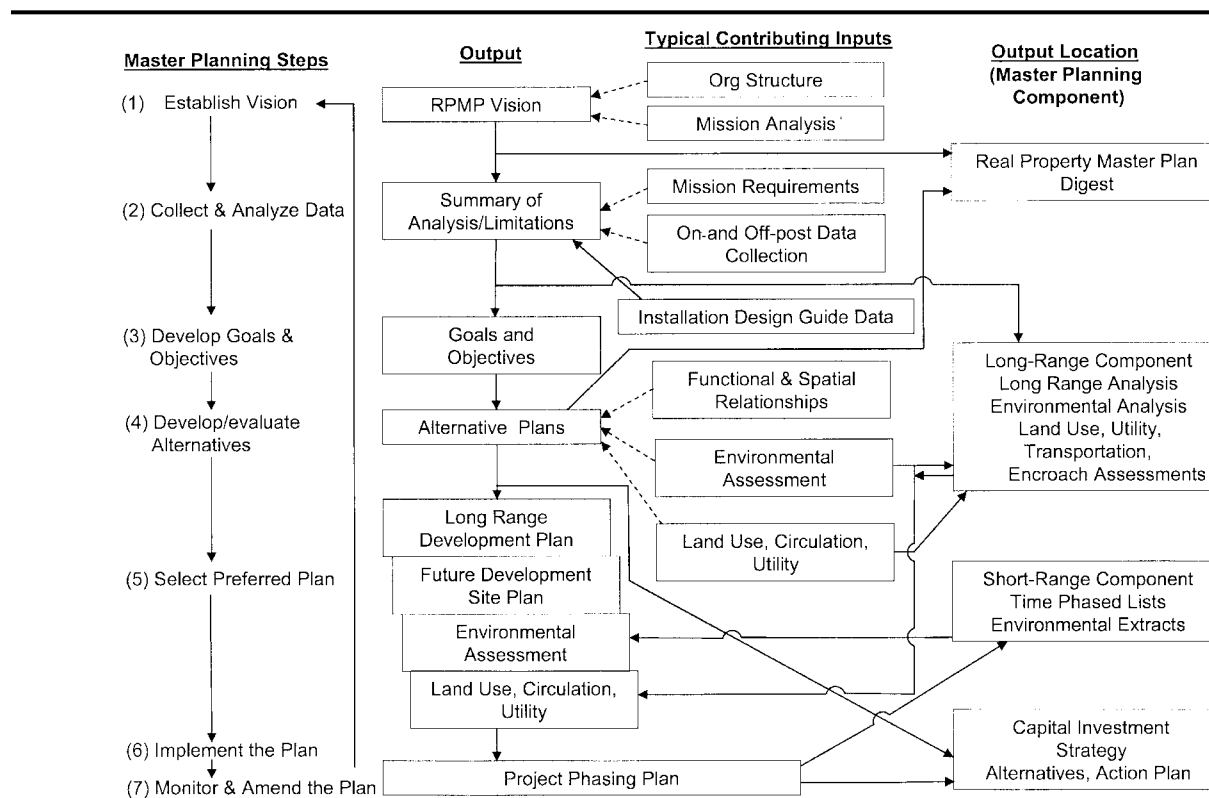


Figure 2-1. Real property master planning process

b. The general steps or procedures that will be followed in the real property master planning process are—

(1) *The commander's vision for operating, maintaining, and developing the installation.* Establishing and understanding the commander's vision/mission statement is the first step in the real property master planning process. The commander's vision statement defines how the installation's mission will be supported currently and in the future. Understanding the installation mission is required to identify principal mission objectives and activity types, such as the support, training, administration, and production necessary to carry out the mission. Installations units and organization and their relationship to installation missions will be identified. The ASIP database will be consulted to determine planning strengths and to identify and quantify the supported population, including assigned troop units, tenant

activities, community support organizations, and supported populations (for example, military dependents and retirees and contractors authorized Government space). Desired end-state results will be identified that will make the installation a quality living and working environment providing the necessary support to accomplish assigned missions while complementing surrounding communities planning and development objectives. The vision/mission statement must also address functional relationships among activities and facilities to be reflected in the installation RPMP. From this information, issues and opportunities for operating and developing the installation will be identified. The commander's vision/mission statement must be clearly spelled out in an RPMPD.

(2) *Data collection and analyses.* Data collection and analyses are sequential steps. Three major types of data are collected and analyzed: off-post data, on-post data, and mission requirements.

(a) Off-post data collection and analyses will be collected and analyzed to identify regional and vicinity conditions that affect the installation. Existing regional and vicinity maps and data will be reviewed for impacts. Regional transportation systems (roads, railroads, commuter mass transit systems, airports) socioeconomic conditions, demographic patterns, and community land use and planning will be analyzed. Assessments of community services, land leases/easements, and Federal support services will be included.

(b) On-post data consisting of existing natural and manmade conditions, including potential limitations to future development, will be collected and analyzed. The natural environment, particularly those elements that may create significant limitations on operation or construction of buildings, roadways, utility systems, runways, training ranges, or other facilities, will be evaluated, along with geology, soils, topography, hydrology, vegetation, and wildlife. The human environment, including the historical and archaeological setting, current and forecasted demographics, military community services, outdoor recreation areas, training ranges, and maneuver areas, will be analyzed. Elements that contribute to safety and health on the installation will be identified, and existing land use patterns to identify spatial relationships and land availability will be analyzed. Land use areas according to principal activities will be categorized.

(c) Mission requirements data to establish land and facility support requirements will be collected and analyzed and compared against on- and off-post data analyses to establish limitations and conditions that directly affect the installation's ability to carry out its missions. Real property inventories or surveys establishing both gross and net square footage of facilities will be collected or conducted. Existing land use and land use restrictions will be analyzed. Installation-specific and headquarters driven plans and planning guidance will be collected and analyzed. This information is integral to an RPMP and provides the basis for developing future development plans. The information will be maintained as part of the long-range component (LRC) either by direct incorporation or by reference.

(3) *Goals and objectives.* Specific goals and objectives for future installation development to provide guidance for developing planning alternatives and standards for the evaluation of those plans will be identified. Rational for selection of specific goals and objectives is based on consideration of installation mission and analysis of on- and off-post conditions, as follows:

(a) Installation design themes and standards, including defined land use and sustainable development considerations, will be defined.

(b) Developmental opportunities and constraints will be identified, described, and mapped, to include infrastructure assurance, force protection environmental attributes and constraints, and encroachment considerations in coordination with community planning agencies, groups, businesses, and affected individuals. These will be defined in the installation RPMPD.

(c) By means of frequent and extensive coordination, site visits, integration of mission requirements described in other contributing documents, and staff reviews, actual real property requirements will be identified, quantified, and tabulated to resolve deficiencies and excesses and to meet nonstructural needs. (Some examples of nonstructural needs include ranges and training areas, privatization of various BASOPS functions; land and natural resources management practices; improved facility utilization; installation cleanup actions; LUCs; actual or potential land/maritime encroachment; cross boundary environmental issues such as air or noise pollution).

(d) Departmental and other headquarters guidance and official facility allowance criteria (quantified in the Army Criteria Tracking System (ACTS)) will be applied to the force structure and supported population to determine and tabulate facility, land, and other real property allowances to support the installation population and assigned missions.

(e) All collected or computed data will be analyzed and goals and objectives adjusted appropriately to establish a viable RPMP. The goals and objective will be recorded in the installation RPMPD.

(4) *Alternatives.* Functional and spatial relationship concepts, tempered by the reality of existing facility locations and the off-post and on-post environment, will be reviewed. Alternatives depicting the long-range development of the installation, including arrangement of functional land use areas, circulation, and utility systems, will be developed.

(a) Alternatives will address new mission requirements; improvements to, replacement of, or relocation of existing mission support facilities; and implementation of installation design standards.

(b) Alternatives must evaluate projects for impacts on conditions, installation support capabilities and environmental impacts.

(c) Each alternative may be based on a theme or point of emphasis to allow comparisons and tradeoffs.

(d) Various alternatives will be defined and evaluated to satisfy deficiencies, eliminate excesses, and satisfy structural and nonstructural needs.

(e) Nongovernmental construction or shared cost/benefit alternatives, such as privatization, enhanced use leasing, public/private ventures, and so on, should be considered first, before introducing military construction as the solution. Leasing facilities (off-post or brought on-post) may be a cost-effective option particularly for short-term requirements. The alternatives will be presented to the installation RPPB for discussion and decision before the recommended solution becomes part of both the LRC and the RPMPD.

(5) *The preferred plan.* The preferred long-range development plan will be selected from the alternatives. The long-range future development site, land use, circulation, and utility service plan elements of the LRC will be refined to reflect all physical systems that support the installation. The various facility requirements will be translated into building “footprints,” utilizing appropriate siting considerations. Short-term stopgaps and recommended long-term solutions will be identified to satisfy land use and real property requirements. These solutions will be reflected in the area development plans of the installation RPMPD and the LRC. The Environmental Assessment will be revised as necessary, to include analysis of the anticipated environmental impacts of implementation of the long-range plan; identification of appropriate mitigation measures; and documentation of the results. From the site plan, a project phasing plan will be developed that shows short-range facility requirements. The project phasing plan will be reflected in the short-range component (SRC) of the installation RPMP and the Capital Investment Strategy (CIS).

(6) *Plan implementation.* Utilizing the project phasing plan as a primary reference, programming documentation for individual projects and other actions will be prepared for prioritization by the garrison commander/RPPB for garrison support projects and by the senior mission commander for mission specific projects, and for approval by the IMA designated staff representative and HQDA. (Specific approval procedures are covered in AR 415–15). Necessary project special approvals will be obtained when required before making regular program submissions (see para 3–8d for special approval procedures). The major projects resulting from the planning process are submitted through channels to HQDA for prioritization and programming as part of the Program Objective Memorandum (POM).

(7) *Monitoring and amending the plan.* The installation RPMP will be revised and updated as installation change dictates, as it is a living document. As the world political situations change and the Army evolves, so will our installations. The challenge will be to maintain them as excellent deployment platforms. The semiannual meetings of RPPBs will be used to introduce new ideas and make adjustments to existing RPMPs. All components of an RPMP will also be thoroughly reviewed and updated at least every 5 years.

c. AN RPMP will be submitted for senior mission commander endorsement and forwarded by the garrison commander to the designated IMA staff for approval.

d. An RPMP will be maintained and updated as changes occur; revisions and amendments will be submitted as required.

e. Higher headquarters, affected units, organizations, individuals, and off-post agencies and interest groups will be involved throughout the entire process, in accordance with AR 25–55 and AR 360–1.

2–5. Spatial data and real property master planning

a. Spatial data are required to perform functions within real property master planning. Much of these data are created by other functional areas and accessed by the real property master planner. Data collected and/or created while doing real property master planning consist of data required across multiple functional areas and spatial data documenting the installation regional physiographic, demographic, and political setting. Typical spatial data themes supported by real property master planning are listed in appendix B.

b. Spatial data collected and/or created while doing real property master planning must adhere to common standards. Data must follow the Spatial Data Standards for Facilities, Infrastructure, and Environment and be documented with metadata according to Federal Geographic Data Committee standards and Executive Order (EO) 12906, as amended by EO 13286.

c. Spatial data and applications developed and used by the garrison master planner must be shared and integrated into an installation EGIS in accordance with Army guidance.

d. Spatial information access and capabilities are the core to performing master planning at all DA levels. Spatial information will be made available to installations for land use planning; management and installations will share all spatial data through the IMA to HQDA for regional and strategic planning.

2–6. Results

Performing the real property master planning process creates a coordinated and well thought out implementable plan to achieve a desirable military community in which to live and serve that will meet functional mission and future operational requirements. It also results in—

a. Providing timely and correct planning information and real property support for installation missions, thus facilitating informed decision making at all levels of command.

b. Promoting cooperative and interactive interservice and intergovernmental relationships.

c. Observing and incorporating infrastructure assurance, antiterrorism, and force protection principles, criteria, and considerations.

d. Identifying, protecting, and enhancing natural, cultural, and environmental resources while supporting mission

requirements; identifying environmental compliance issues and environmental consequences of actions; and demonstrating good stewardship of the environment. This will embody the systematic consideration of current and future environmental impacts of an activity, product or decision, energy use, natural resources, the economy, and quality of life.

e. Supporting and encouraging sustainable design and development. It is Army policy that the concept and principles of sustainable design and development will be incorporated into installation planning and infrastructure projects. Planning should promote the "greening of Government" concepts outlined in EOs 13101, 13123, 13148, and 13149. The goal is to satisfy mission requirements while maintaining a safe, healthy, and high quality environment for current and future generations. Each Army garrison will protect and enhance the installation environment, its natural resource base, and the functions and viability of natural systems without impairing mission accomplishment. Use of nonrenewable resources must be minimized while use and development of renewable resources promoted.

f. Providing justification and scoping for all programs involving real property acquisition, design, and construction; real property management; real property sustainment (maintenance and repair); and disposal of land and facilities.

g. Maintaining an accurate audit trail of real property master planning and real property decisions, decisionmakers, and installation development.

h. Ensuring efficient and compatible land use and maximizing facility utilization.

i. Ensuring effective management and cleanup/disposal of actively used or excess real property, to include establishment, recording, and tracking of land use controls.

j. Accomplishing the privatization of family housing, utilities, and services where appropriate.

k. Sustaining ranges and training areas to meet training and testing missions consistently and for the long term.

2-7. Considerations for the environment, sustainable design and development, historic preservation, and natural resources

a. The real property master planning process will embody the goals and objectives of the National Environmental Policy Act (NEPA) section 4321, Title 42, United States Code (42 USC 4321), with emphasis on environmental awareness, public review of planning proposals that do not compromise security, sustainable design and development, historic sites and buildings, and archeological and natural resources. The RPMP planner will conduct a formal environmental assessment in accordance with NEPA in conjunction with developing an RPMP. All planning proposals that are reflected in the installation RPMP will be analyzed for potential environmental effects. Optimally, planning proposals should be "tiered" (footnoted or referenced) to the RPMP NEPA documentation. An RPMP Environmental Assessment (EA) or Environmental Impact Statement (EIS) will serve as the basis for all subsequent environmental assessments for the installation. The installation RPMP and the environmental documentation will take into account the cultural and historic resources of the installation. When historic properties are involved, planning will comply with the requirements of the National Historic Preservation Act (16 USC 470) and will consider the economic feasibility of renovation or reuse of the historic properties.

b. Sustainability means "Lasting." Sustainable development is that which meets the needs of the present without compromising the ability of future generations to meet their own needs. Sustainability will be incorporated into real property master planning thought process and plan development. Master planners will strive to maximize sustainability in their planning process. Appendix C provides further discussion on the concepts of sustainable development. Sustainability is addressed in Army policies and procedures covering—

- (1) Alternative performance-based management.
- (2) Information management and accessibility.
- (3) Science/Technology programs.
- (4) Environmental accountability.
- (5) Community-driven strategic planning.
- (6) Collaborative regional planning.
- (7) Building design and rehabilitation.
- (8) Ecosystem integrity maintenance.
- (9) Natural resources management.
- (10) Range modernization, management, operations and training land maintenance.

c. Real property master planning actions involving installations outside the United States will conform to Army policy, criteria, guidance addressing antiterrorism and force protection, sustainable design and development, range complex master plans, the Range Development Plan (RDP), and environmental, archeological, historic preservation, and natural resources management, except where host nation guidance or law takes precedence.

2-8. Intergovernmental coordination

a. Garrisons will work with local and regional planning agencies to build close and harmonious planning relations. These include host nation (foreign) governments, Federal agencies and other DOD departments, federally recognized Indian tribes, federally recognized Alaskan native entities, and native Hawaiian organizations, state and local governments, and nongovernmental organizations. These relations are instrumental to establishing regional compatible land

use, influencing surrounding communities and landowners, and demonstrating the garrison commander's commitment to being a good neighbor. RPMPs for installations within the United States will be submitted for intergovernmental review to the agencies, groups, organizations, and persons that are affected by RPMPs, in accordance with the process established by the IMA. Any RPMP will be coordinated with communities surrounding the installation to—

- (1) Minimize impacts of installation operations and development or base realignment actions on those communities.
- (2) Maintain awareness of, and respect for, the future growth patterns and development of the surrounding communities.

- (3) Seek mutual compatible land uses and zoning considerations to maintain the operational capability and future viability of the installation.

b. Garrison commanders located in the National Capital Region (NCR) will coordinate their RPMPs with Federal activities and agencies per the special procedures for planning and project programming prescribed in AR 415–15. In the development of an RPMP, State and local laws, policies, and regulations will be considered and incorporated as appropriate.

c. Where there is combined interest from local government, the community, and the Army garrison commander in coordinated comprehensive land use planning or where encroachment is or has the potential of becoming a serious impediment to the future viability of the installation, the garrison commander should consider participating in a JLUS. The program is sponsored by the Office of Economic Adjustment, Office of the Secretary of Defense (OSD). Both the installation and the local communities benefit. Mutual goals can be achieved and not at the expense of any of the parties involved. Participation in this program is voluntary but encouraged. However, where it is in the Army's best interest to protect installation operational areas from encroachment and JLUS will not work, the garrison commander will consider implementing an Army Compatible Use Buffer (ACUB). An ACUB is a formal agreement between the Army and eligible entities for acquisition by the entities of land or interest in land and/or water rights from willing sellers. Additional information is available on the JLUS and ACUB programs from HQDA (DAIM–ZS), 600 Army Pentagon Washington, DC 20310–0600.

d. The process and procedures established by the IMA for intergovernmental coordination and cooperation will be followed.

- (1) Projects in the National Capitol Region will be coordinated with the National Capital Planning Commission and the U.S. Commission of Fine Arts, following IMA established procedures.

- (2) Any MOUs established must be consistent with DA policies and procedures. In the absence of an MOU, existing cooperative agreements will be followed. If a State review process is established with a single point of contact named, and the affected program or function is included on the State's selected review list, then a copy of the action being coordinated will be sent to the contact.

- (3) Information to States or Federal agencies on Army plans or projects in accordance with the IMA established process, AR 25–55, and AR 360–1. If a request for information from any requestor is refused, a copy of the written response to the requestor will be sent to HQDA (DAIM–ZS). Under no circumstances will classified information be provided without IMA approval and following established safeguards in accordance with AR 380–5.

- (4) Garrisons with environmental noise management programs or range and training land development plan studies will share the unclassified study results with State and local governments and other potentially affected organizations/parties in accordance with AR 25–55 and AR 360–1.

e. The JSRCFRB is conducted annually at the State level and requires the participation of representatives from all Active and Reserve Component (RC) installations within the State. The board approves all military construction that exceeds DOD-established cost thresholds and reviews all projects for potential joint service use.

Chapter 3

The Real Property Master Plan

3–1. Overview

An RPMP portrays a garrison commander's plan for orderly management and development of installation real property assets, including land, facilities, and infrastructure, and documents the real property master planning process. An RPMP integrates all plans affecting or using real property into a comprehensive guidance document. It incorporates concepts and information from many programs and sources to ensure that adequate real property support is provided to meet all assigned or projected missions for the installation. It includes the mission requirements of other garrison activities and tenants. The garrison commander's real property master planning staff must assertively seek and maintain coordination with, and obtain contributory information or plans from, garrison activities and tenants to ensure that real property needs are met.

a. Each garrison will prepare an RPMP with the exception of base realignment and closure sites and properties that have been declared excess. The plan will be prepared using multimedia, Web-enabled technology and will leverage GIS technologies to portray the overall installation development strategy. IMA will determine who prepares, maintains,

and the extent of the RPMP documentation needed for installations with no, or minimal, forecasted change to mission or real property requirements.

b. All real property activities (that is, lease, purchase, sustainment, restoration, modernization, disposal, conversion, construction, or outsourcing) will be described in, and justified by, the installation RPMP. All projects or programs that change the quantity or extend the life of real property assets will be included. Projects and generalize descriptions will be consolidated in summaries to the maximum extent possible.

c. Each major real property project requiring HQDA approval, including those of tenants, nonappropriated funded activities, and other separately funded activities, will be described and a site location depicted in an approved RPMP.

d. An RPMP will incorporate land and facility use compatibility and flexibility to permit installation expansion, reduction, or changes in mission and ensure that installation assets can meet mission requirements. Further, an RPMP will portray development concepts that are sustainable.

e. No new construction will be proposed or authorized in an RPMP to meet an installation mission that can be supported by reassignment of existing adequate facilities. Such reassignments must meet mission requirements, support operational efficiency, and promote sustainable development of the installation.

f. The ASIP will be used to establish the authorized assigned peacetime force strength of an installation.

g. All facility requirements analyses will be based on the difference between the real property inventory maintained by the garrison and allowances established in RPLANS.

h. Army space planning criteria will be used to determine allowances for those facility types for which criteria exist. These criteria will provide guidance on quantitative area, size, or other scope allowances required to perform assigned missions. Facility allowances for many types of facilities are contained in the Army Criteria Tracking System (ACTS), AR 140–483 for the AR, and NG PAM 415–12 for the ARNG. Variations greater than 10 percent from published allowances must be justified by the proponent or user and approved by the IMA-designated staff for the AC and IMA–ARD for the AR. NGB approves variation from published criteria for their facilities. Where facility allowance criteria do not exist, quantitative scope estimates will be based on similar type facilities, analysis of comparable missions, or accepted industry practices and standards. Estimates must be fully justified. Actual installation-specific real property requirements will be identified by means of interviews and coordination with units, functional proponents, and users.

i. Nonappropriated Fund (NAF) major construction projects require commercial project validation assessment to determine facility size. Current technical guidance for real property master planning will be used as guides.

j. Temporary facilities will not be used as permanent solutions to satisfy facilities requirements. Temporary facilities will not be retained unless retention is warranted by mission necessity and permanent replacement alternatives are addressed in the RPMP. Mission necessity may include RC temporary housing and training requirements.

k. How comprehensive RPMP documentation for Government-owned, contractor-operated (GOCO) and Army Working Capital Fund installations will be determined by the IMA, but it must be adequate to justify the continued operations, maintenance, and development of the installations.

l. The provisions of the Rural Development Act of 1972 (42 USC 3122) and the DOD guidance on Joint Service Use of facilities will be considered during the planning process.

m. RPMP requirements for ARNG and AR installations will be determined by the NGB and IMA–ARD, respectfully.

3–2. Components

An RPMP is organized into five components: the RPMPD, LRC, IDG, CIS, and SRC.

a. RPMPD.

(1) *Definition.* An RPMPD provides the vision, goals, and objectives for the management and development of an installation. It is also an extract of the most important master planning concepts, details, and facts of an installation RPMP. It describes the thrust of an installation's real property development, its constraints and opportunities, and the path to achieving the long-range goals for the community. It is not just a summary of an RPMP but also provides analyses and can serve as a decision-support document.

(a) An RPMPD states the garrison commander's vision, goals, and objectives for the development and operation of the installation to meet the future needs of the Army. It reflects the commander's guidance on how current missions will be supported and indicates the potential capabilities of the installations for additional or expansion of existing missions.

(b) An RPMPD synthesizes real property planning and development recommendations identified in the real property master plan. It also identifies planning constraints where significant planning efforts are required. It presents results of, or describes the specific planning studies and analyses that are needed to support and maintain, a robust RPMP/planning effort on the installation. It summarizes resources necessary to implement an RPMP and the resources required to complete and maintain an installation RPMP.

(2) *Format and preparation.* An RPMPD will be prepared using commonly available commercial off-the-shelf office automation applications in order to simplify updates. It will be Web enabled and may be presented in hard copy. The garrison commander may designate limited access to portions of the document based on security concerns. The

document writing style will be clear and concise so that the stakeholders can understand the installation real property master plan and how their requirements fit into it. Exact format will be prescribed by the IMA for AC installations and AR garrisons. The CAR and the Chief, NGB will determine the format for their garrisons. Typical contents will include—

- (a) Cover, directory, introductory information.
- (b) Garrison commander's letter.
- (c) Installation mission and planning and development vision/goals/objectives.
- (d) Installation and vicinity profile, setting, and history.
- (e) ISR and FFS output.
- (f) Development recommendations presented in area development plans with associated description.
- (g) POM period renovation and construction programs.
- (h) Analysis of existing full-scope RPMP.
- (i) Glossary and References.
- (j) Acknowledgments, data sources, points of contact.
- (k) Graphics, photos, maps, figures, and tables, as appropriate.

b. *LRC*. The LRC will establish the environmental baseline, basic framework, and specific options for developing and managing real property on the installation. It will describe the holistic planning process that is used to formulate the installation development strategy and vision. This includes addressing an integrated strategy for infrastructure assurance to support mission requirements and sustainable development. It also provides the basic real property data upon which other business function plans can be built. The documents that make up the LRC will include—

(1) Long-range analysis (narrative). The LRC narrative describes current and future real property requirements and conditions. The analysis is based on review of existing real property assets and a determination of required future real property requirements to support assigned or potential missions. The tabulation of existing and required facilities (TAB), prepared using RPLANS and/or engineering and base operations support for the AR, provides the analysis of real property allowances adjusted by assets on hand. The results can be edited to reflect existing conditions of assets to determine the final real property requirements. The analysis will also address installation carrying capacity.

(2) Environmental quality and natural and cultural resources baseline analysis (narrative and graphics).

(3) Land use analysis and plan (narrative and graphics). This portion will show the relationships and use of installation land by generalized areas including: family housing, troop housing, range and training, retail, parks and recreation, schools, transportation, industrial, and natural and cultural environmental sites.

(4) Utilities assessment (narrative and graphics). If a utility system has been privatized, obtain information from utility provider to include current usage, upgraded and abandoned lines (size and location), and future available capacity.

(5) Transportation assessment (narrative and graphics). Because transportation systems and traffic patterns are an integral part of both garrison and surrounding community planning efforts, coordinate installation road network changes or new requirements affecting off-post traffic patterns with the Surface Deployment and Distribution Command per AR 55–80.

(6) Assessment of environmental effects (narrative and graphics.) An RPMP is a decision document with potential long-lasting impacts. Therefore, potential environmental impacts of implementing an RPMP must be addressed formally. The assessment will follow the formal NEPA process resulting in an EA or EIS that can then serve as the basis for RPMP projects, garrison operations, or for other installation environmental assessments (see para 3–5).

(7) Assessment of potential encroachment on installations' boundaries that may impact the future viability of the installation to perform assigned missions. This evaluation may be part of the environmental assessment and must include cross boundary annoyances such as noise and dust. Public safety must also be a consideration.

(8) Supporting Graphics. These will include—

(a) Regional plan.

(b) Land use plan.

(c) Future development plans (includes buildings and structures, roads, utilities if appropriate, communications, land acquisition, and so on).

(d) Existing conditions maps (for example, buildings and structure site maps, road network maps, railroad network maps, utilities maps, topographic maps, vegetation maps, airfield map if appropriate, demolition/disposal, installation compatible use, and so on).

(e) Environmental overlay (includes data and graphics describing environmentally sensitive areas, wetlands, threatened and endangered species habitats, protected natural or cultural features, land use controls, and so on).

(f) Range complex master plan.

c. *IDG*.

(1) The IDG is prepared and published separately, but is a component of an RPMP. Its purpose is to promote visual order, enhance the natural and manmade environments through consistent architectural themes and standards, and

improve the functional aspects of the garrison. It provides common facility and infrastructure standards for all Army garrisons that will—

- (a) Instill a sense of community, order, tradition, and pride.
- (b) Provide guidance on cost effective resource investments in Army installations.
- (c) Ensure sustainability, reliability, and efficiency of Army facilities.
- (d) Improve the function and appearance of garrisons. It provides specific guidance on exterior and interior design parameters for the garrison facilities. The IDG also provides guidance on landscaping, to include low-maintenance, native open areas.

(2) The IDG will be prepared using the model IDG provided as chapter 8 of the Army Installation Design Standards manual. All installation facility major maintenance, improvement, or renovations projects and all new construction must comply with IMA region guidance and follow the IDG.

(3) Methods of deconstruction and material reuse will be considered as alternatives to the traditional demolition and landfill disposal procedures used in building removal.

(4) Requests for waivers to IDG standards will be directed to the installation RPPB for review and forwarding to the designated IMA staff for approval/disapproval. Waivers for AR facilities will be directed to IMA-ARD for review and approval and for National Guard facilities to the NGB. Army Reserve and National Guard facilities located on Active Army (AA) installations require the AA installation RPPB review and designated IMA staff approval.

d. CIS. The CIS is the garrison commander's overall strategy for using and investing in real property to support installation missions and Department of the Army objectives. It describes permanent comprehensive/holistic solutions, as well as short-term actions necessary to correct deficiencies, and meet real property requirements in a method that assures infrastructure reliability and contributes to sustainable development. At a minimum, the CIS will reflect the correction of shortfalls identified in the ISR and the implementation of the facility development requirements identified by the FFS, but should cover all facility developmental projects associated with an RPMP. The CIS will include—

(1) An executive summary (narrative to include a statement indicating CIS actions have been assessed for environmental impacts and reference where the assessment(s) can be found).

(2) A consideration of alternatives (narrative).

(3) An action plan (narrative).

(4) Supporting graphics (site maps and plan drawings as required).

(5) Documentation supporting the narrative, including—

(a) TAB.

(b) Environmental analysis.

(c) Other sources that help justify the proposed actions. Where appropriate, the supporting documentation should be specifically referenced and/or included as appendixes to the CIS (for example, the TAB).

e. SRC. The SRC will integrate real property master planning into the Army's budgetary and operational planning processes throughout the current POM period. It charts recommended real property master planning activities into the Army's resource management process. Documents making up the SRC are—

(1) Prioritized, time-phased project lists of all major real property acquisitions, MILCON, other-funded projects such as NAF, third-party funding, funding through donations, public/private ventures, and so on, minor construction, major sustainment, restoration, and modernization projects, and facility disposal programming or privatization efforts over the POM period along with project scopes and estimated costs.

(2) Supporting graphics, such as—

(a) Annotated installation site plan sheets showing the locations of all short-range projects.

(b) Project-specific site planning maps with enhanced details, including site improvements and utilities, for each project submitted.

(c) Project-specific environmental overlay extracts (enhanced details) with written descriptions, as required. All SRC identified projects must be fully developed and ready for programming. This includes well-coordinated, sound, and accurate programming documentation and complete environmental documentation.

3-3. Mobilization component

a. The mobilization component is no longer required. However, requirements for the maintenance and improvement of key power projection facilities will be identified in an RPMP. Additionally, garrisons must be prepared to accommodate expansion to meet potential surge requirements that may not be currently identified by present mission and strength assignments. Therefore, an RPMP LRC and RPMPD must address the installation's carrying capacity and include an expansion capability assessment to support potential future restationing actions and the Army stationing strategy. If the garrison has assigned mobilization missions, an RPMP must accommodate those, but not as a separate component.

b. As a major contributor to mobilization, RC training and real property facility requirements must be determined

and identified to the respective mobilization/deployment stations. Unit mobilization/deployment locations are determined by the AR or NGB in consultation with Forces Command.

3–4. Contributing information and plans

a. Many different documents will be used and referenced in the preparation of an RPMP. Contributing information and plans portray existing conditions and the real property-related plans of the garrison staff, tenant units, organizations, and activities. Departmental and command plans, programs, and initiatives are also useful sources of planning information. These documents address a wide spectrum of issues, including such areas as infrastructure and infrastructure assurance, natural and cultural resources, information systems, antiterrorism and force protection, and overall installation quality of life.

b. Table 3–1 lists typical contributory information that will be reviewed for real property implications when developing an RPMP. Typical garrison proponents are also shown. This table is not all inclusive and may vary among installations.

Table 3–1
Typical contributory information and plans

Document	Typical source
Various HQDA, MACOM, IMA plans, guidance and initiatives	Respective headquarters
Existing conditions maps	Locally prepared RPMP maps, real property maps, U.S. Geological Survey maps, and so on
Real property inventory	IFS, local facility inventory, and real property records
Resource management plan	Budgetary planning documents
Integrated natural resources management plan	Local environmental or conservation office
Integrated cultural resource management plan	Local environmental or conservation office
Other environmental, natural and cultural resources plans	Local environmental or conservation office
Environmental management plans such as the integrated pest management plan and the water resource management plan	Local environmental or conservation office
Utility systems studies and plans	Local public works office or facility manager
Utility privatization studies	Local public works office or facility manager
Critical infrastructure protection and force protection plans	Local or regional security manager
Range complex master plan and Range Development Plan	Local training manager/planner
MACOM live-fire training investment strategy	Local training manager/planner
MACOM materiel fielding plan	Local training manager/planner
Information systems plan and plant-in-place information systems maps	Local information or communications system manger.
Regional and community development plans	Regional and local community governments.
Meeting memoranda, briefings and notes from coordination with various headquarters, units, organizations, other planning agencies	Local master planning office, AR Regional Readiness commander, ARNG RPDs
Various garrison, unit, or tenant activities plans and initiatives (for example, installation strategic plans, director of community activities, exchange manager, commissary manager, Medical Command commander plans, and so on)	Collected from major mission and tenant units and organizations, State ARNG headquarters and individual units, Reserve Regional Command, reserve units and organizations.
Land use control management/implementation plans	Installation environmental coordinator

c. Contributory information and plans provide much of the required supporting information needed to create a comprehensive and integrated installation RPMP. An RPMP will address in the planning analysis what specific contributory information and plans are required to support the planning effort and what additional contributory planning efforts are needed. All contributing documents used in preparing an RPMP will be properly documented in a reference section of the component and/or in an RMPD.

d. Contributory Information and Plans used will be cited in the components giving the reference name, page, and date published.

3–5. Environmental documentation

a. Assessment of environmental effects. The RPMP components are decision-support documents and their recommended or proposed actions must be assessed for their environmental effects. A formal environmental assessment will be conducted in conjunction with developing an RPMP in accordance with NEPA. At a minimum, it will consist of an assessment of the installation missions and a list of anticipated major or significant environmental impacts resulting from implementing the projects and other actions proposed in the RPMP. This assessment is included in the LRC, as described in paragraph 3–4. A formal environmental assessment using the NEPA process consolidates all current and desired future real property actions at the installation and looks at the cumulative impacts. It makes completing environmental assessments of specific projects simpler because the basic assessment work has already been done. Completing the formal environmental assessment of the RPMP using the NEPA is a major component of an effective environmental management system.

b. Environmental overlays. Environmental overlays will cover the installation and surrounding areas. Portrayed data will not be effective unless a regional perspective is portrayed. The environmental overlays will graphically demarcate and denote all areas in which development should be limited or should not occur at all. The overlays will portray environmentally sensitive areas on or near the installation that may be affected by installation operations or development. Note that the environmental overlay data will be integrated with the range complex master plan operational overlay. The environmental overlay is a part of the LRC. Because some of the information is likely to be sensitive, garrison security personnel will review the document for suitability of public release. Typical environmental overlay data layers may include but are not limited to those below:

- (1) Threatened and endangered species.
- (2) Danger zones.
- (3) Flood plains.
- (4) Wetlands.
- (5) Surface and subsurface hazardous material storage or contaminated areas.
- (6) Pesticide storage areas.
- (7) Pesticide sensitive application facilities and areas.
- (8) Former firing ranges and impact areas.
- (9) LUCs.
- (10) Ammunition and chemical storage areas.
- (11) Safety buffers.
- (12) Noise contours.
- (13) Low altitude aircraft operation corridors.
- (14) Quantity safety distances for storage of explosives.
- (15) Areas proposed for disposal/deconstruction.
- (16) Desirable and undesirable land use features off the installation.
- (17) Open/closed landfills.
- (18) Cultural resource/archeological sites.

3–6. Submission and approval

Table 3–2 lists RPMP submittal and approval requirements.

Table 3–2 Guidelines for submission of RPMP documents	
Document	Typical instructions (submission dates will be established by the IMA unless specified below)
LRC (all elements)	Prepare and maintain as directed by IMA. Submit to senior mission commander for endorsement. Forward to appropriate designated IMA staff for approval. Updates follow the same submittal and approval routing.
CIS	Same as LRC. Provide a copy to supporting USACE division/district.
SRC (all documents)	Same as LRC. SRC will be submitted annually with the MILCON program submittal. Copy will be furnished the supporting USACE division/district.
Environmental documentation	Submit with appropriate RPMP component for approval. Update as required based on changes to the RPMP or environmental conditions.
IDG	Submit for review and approval by designated IMA staff as part of the RPMP, or may be submitted independently. Update as required or when Army Installation Design Standards guidelines change.

Table 3-2
Guidelines for submission of RPMP documents—Continued

Document	Typical instructions (submission dates will be established by the IMA unless specified below)
Major sustainment, restoration, or modernization projects	Provide as part of annual SRC submittal for approval or as directed by the IMA. Update annually.
Contributory plans	Provide when requested.
RPMPD	Same as LRC.
RPMP status report	Submit annually, when directed by the designated IMA staff.
RPMP resource requirements	Submit annually to IMA as part of the garrison manpower and budget submissions. IMA will consolidate and submit to OACSIM.

3-7. Maintenance and revision

The real property master planning process provides for continuity as garrison leadership, missions, weapons, equipment, and functions change and evolve. It also provides the mechanism for amending an RPMP, when changes are fully warranted. An RPPB, supported by the garrison real property master planning staff, will ensure that an installation RPMP is kept current. An RPMP will be reviewed annually for change and formally updated at least every 5 years.

a. An installation RPMPD will be updated as changes occur. The abbreviated format, along with the use of office automation, facilitates efficient maintenance of this document.

b. Major revisions to an LRC/RPMPD, including environmental analysis/assessment, will be required by the IMA region when—

(1) Overall installation assigned strength changes through unit realignments and stationing actions, or change in civilian workforce of more than 300 people.

(2) Changes occur in garrison or tenant unit missions that may trigger the need for different land use configurations or facilities.

(3) Operational safety requirements affect on-post or off-post land use, or when LUCs take effect for specific parcels of installation or former installation land.

(4) When directed by IMA.

(5) When determined by an RPPB.

c. The environmental impacts of planning proposals and changes to the RPMP must be assessed as an on-going part of the decisionmaking process from the outset. The RPMP environmental analysis, part of the LRC, will be updated as appropriate.

d. The SRC will be updated at the time of the installation's annual submission of their military construction program.

3-8. Project siting

a. Site location. AR 415-15 specifies that all facility acquisition or construction projects will be located (sited) in accordance with an approved RPMP. The proper siting of individual projects has a direct bearing on cost, sustainability, maintainability, force protection and safety, environmental impacts, operational efficiency, and constructability of projects. An approved RPMP siting means that the initiative meets all siting and development requirements and IDG criteria.

b. SRC identification. All projects programmed within the current POM cycle are identified in the SRC. All SRC projects must be developed with approved sitings, accurate definition of requirements and project scope, and accurate cost estimates. Projects will be certified in accordance with procedures prescribed in AR 415-15. In limited cases, special site approval is required (see para 3-8d for special approval requirements). NGB will certify all ARNG projects.

c. Projects requiring site approval. All proposed projects, as categorized below, must be sited in the approved installation RPMP regardless of the type of funding or project size.

(1) Construction or relocation of permanent or semipermanent facilities. HQDA, through the IMA, will authorize the construction of temporary or relocatable facilities prior to work being done.

(2) Acquisition or disposal of land and water areas.

(3) Additions to existing facilities.

(4) Replacement of a facility at the same location with a facility of a different use.

(5) Sitings that require change in approved land use.

(6) Construction or installation of any significant permanent landscape feature such as a memorial, flagpoles, fences, parking areas, and so on.

d. Technical review requirements. Project sitings for certain types of projects, such as those involving ammunition, explosives, ranges and training land, environmental cleanup, antiterrorism and force protection, high security facilities

and systems, communication facilities, and aviation facilities require authorization by special approving authorities prior to project submittal. The installation RPMP will note the special approving agency and date of their site approval. AR 415–15 will be consulted for detailed descriptions of these types of projects.

e. Site approval request procedures. For projects that are not identified on the installation RPMP and that require site approval, a site approval request will be sent by the garrison commander through the senior mission commander, to the designated IMA staff for approval. NGB will approve the State's site requests. Site approvals must be obtained before project design begins. MILCON projects without site approval will be held in abeyance until proper site approval is obtained. A site approval request will include an annotated site plan, siting justification, and supporting environmental analysis. Site approvals will be included in the next RPPB update.

f. Delegation of site approval authority. Site approval authority will not be delegated below the IMA region office without the approval of HQDA (DAIM–ZS).

g. Site approval invalidations. A project site approval (either identified on the installation RPMP or granted by the aforementioned process) becomes invalid when the proposed project is relocated or does not comply with the IDG. A minor shift of a proposed building, rearrangement of a complex of facilities within a previously approved parcel of land, or minor adjustment in the exterior or interior design guidance does not qualify as a relocation or action resulting in making the site approval invalid. However, all site approvals based on advance review and approval by special approving authorities, as are described above, become invalid when the project scope, arrangement of facilities within a parcel of land, or the location changes from that which has been approved. Requests for revalidating a site approval should be processed as soon as possible after resiting is deemed necessary.

3–9. Land use change requests

a. A land-use change is a reconfiguration or relocation of an approved installation land-use zone, or the imposition of certain LUCs on an existing land-use zone. A LUC can force a land use change when it entails a material impact on the property's utility. Such a change requires an amendment to the installation RPMP. The RPMP environmental analysis may also require adjusting.

b. A land-use change request will be processed in the same manner as a site approval request and with the same documentation. Final approval authority resides with the designated IMA staff. Review and approval by special approving authorities for certain types of projects will be obtained in advance of the request to change the installation RPMP land use. No delegation for approval of land use changes below the IMA region office is authorized.

Chapter 4 The Real Property Planning Board

4–1. Establishment

The garrison commander, in consultation with IMA regional directors, will establish, convene, and maintain records of the installation RPPB in accordance with AR 25–400–2. The installation RPPB will assist the garrison commander in managing, developing, and in some cases realigning, cleaning up, and closing the installation or area facilities and real estate. An installation supplement to this regulation will be prepared and used to establish the installation RPPB and provide guidance for the conduct of RPPB meetings. The installation supplement must be approved by the supporting IMA region.

4–2. Functions

The RPPB will—

a. Act as the installation "city planning council" to ensure the orderly development and management of installation real property in support of missions, management processes, and achieving community objectives.

b. Guide the development and maintenance of all components of the installation RPMP.

c. Coordinate installation real property master planning with—

(1) Adjacent and nearby installations or jurisdictional planning areas.

(2) Other activities and land use of the DOD and Federal agencies.

(3) Federally recognized Indian tribes, recognized Alaskan native entities, and native Hawaiian organizations.

(4) Local agencies and planning commissions of neighboring cities, counties, and states for mutual development concerns, encroachment issues impacting range operations and training, and environmental issues. (Established inter-governmental coordination process will normally be followed).

(5) Nongovernmental groups and associations, Native American tribes, businesses, and concerned individuals.

d. Assist in ensuring that the installation RPMP—

(1) Addresses all real property requirements for all activities on the installation and supported area.

(2) Reflects changes in installation missions and the military community's current or future development plans, with full consideration of, and respect for, regional and local communities.

(3) Projects growth or reduction in units and activities as reflected in the ASIP or other stationing actions, such as base realignment and closure.

e. Approve installation architectural and design themes, as set forth in the IDG, monitor compliance, and adjudicate conflicts and variances from the established standards.

f. Develop plans and programs that are in harmony with, protect, and enhance the environment, fully observant of sustainable design and development policies and principles.

g. Ensure maximum use of existing facilities; oversee the assignment and reassignment of space within existing facilities; monitor land use; and adjudicate conflicts in facility or land use or assignments.

h. Formulate and justify construction and major repair programs in accordance with annual program guidance.

i. Oversee actions to realign, cleanup, impose LUCs, and close the installation or locations supported by the installation, as required.

j. Resolve RPMP disputes between competing organizations on the installation.

4-3. Composition

An RPPB will be composed of regularly assigned members or alternates, appointed on orders, and organized as follows:

a. Chairperson. The garrison or area support group commander is the chairperson. However, the garrison or area support group commander may choose to appoint a subordinate of appropriate grade and experience to serve as the chairperson.

b. Voting members.

(1) The garrison staff engineer, normally the DPW, is the executive secretary of the board.

(2) The chief of each principal and special staff section of the garrison, the environmental coordinator, and other staff members designated by the garrison commander are voting members of the RPPB.

(3) The commander or appointed representative of each major unit or independent activity, including AR and ARNG activities, occupying real estate administered by the garrison or area commander, are voting members. This includes all activities located within the boundaries of the installation or at a physically separate site for which the garrison or area commander has real property master planning responsibilities.

c. Associate members (nonvoting).

(1) MACOM commanders of units assigned to the installation may provide an associate member.

(2) Representatives from adjoining or nearby military installations or headquarters may be invited to become associate members.

(3) The IMA region director or an appointed representative is an associate member (nonvoting).

d. Guests. The chairperson may invite guests to RPPB meetings. Guests may include representatives of the U.S. Government or host nation regional and local governments, representatives of community planning agencies, non-governmental groups, Native American tribes, and local property or business owners affected by RPPB planning decisions.

e. IMA. In coordination with U.S. Army Materiel Command, the IMA establishes guidance and instructions for forming RPPBs at GOCO installations.

4-4. Meetings

a. Installation RPPBs will meet at least semiannually for the purpose of formal deliberations, consistent with the functions described in paragraph 4-2.

b. The executive secretary of the board, supported by the garrison real property master planning staff, will record and distribute minutes of all RPPB meetings to all board members and who request it. The secretary will also prepare the meeting agenda, read-ahead packages, and perform other administrative tasks. The minutes will record voting members present and absent; associate member attendance; and topics discussed, to include issues, points of discussion, board recommendations with vote tally, if appropriate, and decisions made.

c. RPPBs will recommend formal approval of:

(1) All components of installation RPMPs and the resources required to prepare and maintain them.

(2) Variances from the architectural/design themes established by the IDG.

(3) Priorities and funding of RPMP projects and other related resource issues.

(4) Real property utilization and space assignment resolutions.

(5) Other items within the purview of an RPPB's charter, as designated by the garrison commander.

Appendix A References

Section I Required Publications

AR 25–55

The Department Of The Army Freedom Of Information Act Program. (Cited in paras 1–4*i*(18), 2–4*e*, and 2–8*d*(3) and (4).)

AR 25–400–2

The Army Records Information Management System (ARIMS). (Cited in paras 1–4*g*(12)(c), 1–4*i*(2), and 4–1.)

AR 55–80

DOD Transportation Engineering Program. (Cited in para 3–2*b*(5).)

AR 140–483

Army Reserve Land and Facilities Management. (Cited in paras 1–4*i*(12) and 3–1*h*.)

AR 200–1

Environmental Protection and Enhancement. (Cited in para 2–2*c*.)

AR 200–2

Environmental Effects of Army Actions. (Cited in para 2–2*d*.)

AR 200–3

National Resources—Land, Forest, and Wildlife Management. (Cited in para 2–2*e*.)

AR 200–4

Cultural Resources Management. (Cited in para 2–2*f*.)

AR 210–14

The Army Installation Status Report Program. (Cited in para 2–2*b*.)

AR 360–1

The Army Public Affairs Program. (Cited in paras 1–4*i*(18), 2–4*e*, and 2–8*d*(3) and (4).)

AR 380–5

Department Of The Army Information Security Program. (Cited in para 2–8*d*(3).)

AR 405–45

Real Property Inventory Management. (Cited in para 1–4*i*(12).)

AR 415–15

Army Military Construction Program Development and Execution. (Cited in paras 1–4*i*(7), 2–4*b*(6), 2–8*b*, and 3–8*a*, *b*, and *d*.)

Assistant Chief of Staff for Installation Management publication

Army Installation Design Standards. (Cited in para 3–2*c*(2) and table 3–3.) (Available at www.hqda.mil/acsimweb/homepage.shtml.)

MIL–STD–3007

Unified Facilities Criteria and Unified Facilities Guide Specifications. (Cited in para 1–4*e*(4).) (Available at <http://assist.daps.dla.mil/online/start>.)

NG Pam 415–12

Army National Guard Facilities Allowances. (Cited in paras 1–4*l*(7) and 3–1*h*.) (Available at www.ngbpdc.ngb.army.mil/default.htm.)

NGR 415–10

Army National Guard Facilities Construction. (Cited in para 1–4*l*(7).) (Available at www.ngbpdc.ngb.army.mil/default.htm.)

UFC 4–010–01

DOD Minimum Antiterrorism Standards for Buildings. (Cited in paras 1–4*c*(11), 1–4*e*(4), and 1–4*i*(21).) (Available at www.projnet.org/report/doc_ufc.html.)

Section II**Related Publications**

A related publication is a source of additional information. The user does not have to read a related publication to understand this publication.

AR 1–1

Planning, Programming, Budgeting, and Execution System

AR 5–10

Stationing

AR 5–18

Army Stationing and Installation Plan (ASIP)

AR 11–27

Army Energy Program

AR 11–32

Army Long-Range Planning System

AR 95–2

Air Traffic Control, Airspace, Airfields, Flight Activities, and Navigation Aids

AR 190–13

The Army Physical Security Program

AR 210–50

Housing Management

AR 385–63

Range Safety

AR 385–64

U.S. Army Explosives Safety Program

AR 405–10

Acquisition of Real Property and Interests Therein

AR 405–70

Utilization of Real Estate

AR 405–90

Disposal of Real Estate

AR 415–19

Nonappropriated-Funded Construction Project Development and Approval

AR 420–10

Management of Installation Directorates of Public Works

TM 5–803–1

Installation Master Planning. (Available at www.us.army.mil/suite/login/welcome.html.)

TM 5-803-5

Installation Design. (Available at www.us.army.mil/suite/login/welcome.html.)

TM 5-803-14

Site Planning and Design. (Available at www.us.army.mil/suite/login/welcome.html.)

ER 1110-1-8156

Policies, Guidance, and Requirements for Geospatial Data and Systems. (Available from www.usace.army.mil/publication.)

Assistant Secretary of the Army (Installation and Environment)

The Army Strategy for the Environment. (Available at <https://www.asaie.army.mil/Public/IE/default.html>.)

Assistant Chief of Staff for Installation Management publication

Commander's Guide: Installation Standards. (Available at www.hqda.army.mil/acsimweb/homepage.shtml.)

U.S. Army Corps of Engineers Military Standard

Spatial Data Standards for Facilities, Infrastructure, and Environment. (Available at <http://itl.erdc.usace.army.mil/standards.htm>.)

DODD 4165.61

Intergovernmental Coordination of DOD Federal Development Programs and Activities. (Available from www.dtic.mil/whs/directives.)

EO 11988

Floodplain Management. (Available at www.archives.gov/research_room/index.html.)

EO 12906

Coordinating Geographic Data Acquisition and Access: The National Spatial Data Infrastructure. (Available at www.archives.gov/research_room/index.html.)

EO 13101

Greening the Government through Waste Prevention, Recycling, and Federal Acquisition. (Available at www.archives.gov/research_room/index.html.)

EO 13123

Greening the Government through Efficient Energy Management. (Available at www.archives.gov/research_room/index.html.)

EO 13148

Greening the Government through Leadership in Environmental Management. (Available at www.archives.gov/research_room/index.html.)

EO 13149

Greening the Government through Federal Fleet and Transportation Efficiency (Available at www.archives.gov/research_room/index.html.)

EO 13286

Amendment of Executive Orders, and Other Actions, in Connection With the Transfer of Certain Functions to the Secretary of Homeland Security. (Available at www.archives.gov/research_room/index.html.)

16 USC 470

Declaration of policy of the Federal Government. (Available at www.gpoaccess.gov/uscode.)

42 USC 3122

Definitions: Public Works and Economic Development. (Available at www.gpoaccess.gov/uscode.)

42 USC 4321

Congressional declaration of purpose. (Available at www.gpoaccess.gov/uscode.)

Section III Prescribed Forms

DD Form 1391

Military Construction Project Data. (Cited in para 1–4i(14).)(Available at www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm)

Section IV Referenced Forms

This section contains no entries.

Appendix B Master Planning Functions for Installation Enterprise Geographic Information System

B–1. Geographic information system working group

The garrison commander will establish a GIS working group consisting of representatives from garrison staff offices involved in the development and/or application of spatial data on the installation. This working group is available to assist the real property master planner in the development and maintenance of maps, plans, and spatial data included in an RPMP.

B–2. Master planning datasets

Data collected and/or created for master planning purposes consist of data required across multiple functional areas, plus spatial data documenting the installation regional physiographic, demographic, and political setting. Additional specifications will be provided in follow-on guidelines issued by ACSIM (DAIM–ZS). Table B–1 provides a representative list of GIS data themes and layers used in real property master planning. The list is not all inclusive.

Table B–1
Typical real property master plan geographic information system data themes

Data theme	Description	Example layers
Imagery	Multispectral satellite or airborne photography used for general mapping and mapping of land use and land cover within 20 miles of installation boundary.	Landsat thematic mapper IKONOS (satellite) SPOT (satellite) Digital ortho photos
Demographics	Human populations and changes to these populations over time within 20 miles and all counties surrounding the installation.	Census Bureau and TIGER data sets. Land use change maps Population change maps
Political	All political and jurisdictional data sets within 20 miles and all counties and states surrounding the installation	State and county boundaries Cities and towns
Land use	All factors affecting current and future land use within 20 miles and all counties surrounding the installation	Zoning Land ownership Property lines
Physical setting	Geography, topography, hydrology, and ecological setting of installation and surrounding area within 50 miles and all counties surrounding the installation.	Geology Contours and digital elevation Maps Rivers, lakes, oceans Current and past land cover and land use
General reference	Information and data required for common referencing and location of features on and surrounding the installation	Benchmarks Ground control points Reference base map
Critical Infrastructure	Features on and around the installation necessary for force protection and emergency response.	Medical/hospitals Transportation/roads Buildings Power/energy Real estate Utilities Police/security

Appendix C

Sustainable Design and Development

C–1. Sustainable principles

"In our every deliberation, we must consider the impacts of our decisions upon the next seven generations." Law of the Iroquois Confederation. This is the way we must start thinking when we are doing our real property master planning. Sustainability is a concept that recognizes human civilization as an integral part of the natural world, and the natural world must be preserved and perpetuated if civilization is to sustain itself. Sustainable development—

- a. Satisfies our needs and desires to improve our built environment while maintaining a balance with natural systems and their limited ability to accommodate that development.
- b. Strives to create a balance between the natural and built environments to ensure the long-term survival of both.
- c. Strives for no net loss to Nature. Sustainable planning therefore seeks creative ways to interject the values and principles of sustainable development into our decisionmaking process.
- d. Is an integral part of a garrison commander's installation sustainability program in that it will help to ensure the long-term visibility of missions by reducing environmental impacts and managing resources. There are some basic principles that apply to sustainable planning and should guide the real property master planning process:
 - (1) Strive to enhance the relationship between the natural and built environments
 - (2) Establish the natural context as the framework for the built environment.
 - (3) Endeavor to incorporate human development into the natural context at all scales.
 - (4) In all decisions, reconfirm the relationship of nature to the built environment.
 - (5) Use the continuous and iterative character of the planning process to emphasize sustainable development.

C–2. Sustainable factors

With these principles in mind, the following factors will be considered in developing an installation RPMP:

- a. *Sustainable sites.*
 - (1) *Erosion, sedimentation, and water quality control.* Control erosion and pollutants to reduce negative impacts on water and air quality.
 - (2) *Site selection.* Avoid development of inappropriate sites and reduce the environmental impact from the location of a building on a site. Select site based on functional adjacencies/relationships and land use compatibility.
 - (3) *Installation/base redevelopment.* Channel development to installation/base cantonment areas with existing infrastructure, protecting green fields and preserving habitat and natural resources.
 - (4) *Contaminated site redevelopment.* Rehabilitate damaged sites where development is complicated by real or perceived environmental contamination, reducing pressure on undeveloped land.
 - (5) *Alternative transportation.* Reduce pollution and land development impacts from automobile use.
 - (6) *Reduced site disturbance.* Conserve existing natural areas and restore damaged areas to provide habitat and promote biodiversity. (For multiple buildings/installations, opportunities exist to mitigate damaged areas in alternative areas/under other projects.)
 - (7) *Storm water management.* Limit disruption of natural water flows by minimizing storm water runoff, increasing onsite infiltration and reducing contaminants.
 - (8) *Landscape design to reduce heat islands.* Reduce heat islands (thermal gradient differences between developed and undeveloped areas) to minimize impact on microclimate and human and wildlife habitat. (For multiple buildings/installations, strategies for heat island reduction, for example use of parking garages, might be shared among multiple projects/facilities.)
 - (9) *Light pollution reduction.* . Eliminate light trespass from the building site, improves night sky access, and reduces development impact on nocturnal environments. (For multiple buildings/installations, lighting has safety and force protection implications and sharing of lighting for walkways, and so on, needs to be addressed. In addition, implications for the design of lighting must extend to site/street lighting as well.)
 - (10) *Optimize site features.* Optimize utilization of the site's existing natural features and placement of man-made features on the site.
 - (11) *Facility impact.* Minimize negative impacts on the site and on neighboring properties and structures; avoid or mitigate excessive noise, shading on green spaces, additional traffic, obscuring significant views, etc.
 - (12) *Site ecology.* Identify and mitigate all existing site problems including contamination of soil, water, and air, as well as any negative impacts caused by noise, eyesores, or lack of vegetation, enhancing or creating new site habitat.
- b. *Water efficiency.*
 - (1) *Water efficient landscaping.* Limit or eliminate the use of potable water for landscape irrigation. (For multiple buildings/installations, strategies for water efficient landscaping and/or opportunities for shared rainwater and storm runoff collection to supply irrigation systems need to be addressed.)

(2) *Innovative wastewater technologies.* Reduce generation of wastewater and potable water demand, while increasing local aquifer recharge. (For multiple buildings/installations, strategies for Innovative Wastewater Technologies such as shared gray water systems and onsite sewage treatment systems need to be addressed.)

(3) *Water use reduction.* Maximize water efficiency within buildings to reduce the burden on municipal water supply and wastewater systems.

c. Energy and atmosphere.

(1) *Fundamental building systems commissioning.* Verify and ensure that fundamental building elements and systems are designed, installed and calibrated to operate as intended and buildings are energy efficient.

(2) *Minimum energy performance.* Establish the minimum level of energy efficiency for the building and systems. (For multiple buildings/installations, energy performance goals need to be established for the installation and then the individual building's performance can be set. Plans need to accommodate central energy systems.)

(3) *Chlorofluoro carbon reduction in heating, ventilation, air conditioning, and refrigeration equipment.* Reduce ozone depletion. (For multiple buildings/installations, chlorofluoro carbon reduction goals need to be set for installations.)

(4) *Optimize energy performance.* Achieve increasing levels of energy performance above the prerequisite standard to reduce environmental impacts associated with excessive energy use.

(5) *Renewable energy.* Encourage and recognize increasing levels of self-supply through renewable technologies to reduce environmental impacts associated with fossil fuel energy use.

(6) *Measurement and verification.* Provide for the ongoing accountability and optimization of building energy and water consumption performance over time.

(7) *Green power.* Encourage the development and use of grid-source, renewable energy technologies on a net zero pollution basis. (Energy/power strategies/plans should be established at the installation level and effectively integrate existing facilities, purchased power, green power, and distributed generation.)

(8) *Distributed generation.* Encourage the development and use of distributed generation technologies, which is less polluting than grid-source energy. (Energy/power strategies/plans should be established at the installation level and effectively integrate existing facilities, purchased power, green power, and distributed generation.)

d. Materials and resources.

(1) *Storage and collection of recyclables.* Facilitate the reduction of waste generated by building occupants that is hauled to and disposed of in landfills. (Recyclable strategies need to be determined in accordance with garrison waste management plans and ought to include in addition to recycling centers in facilities, installation-recycling centers. These strategies need to be developed in concert with local municipalities, and where there are no local programs, Army installations might take a lead to see that they are established.)

(2) *Building reuse.* If building sitings are appropriate for a building reuse, the structures are adaptable for reuse, and reuse is cost effective, the master plan should adopt this alternative. It extends the life cycle of existing building stock, conserves resources, retains cultural resources, reduce waste, and reduce environmental impacts of a construction program.

(3) *Construction waste management.* Divert construction, demolition, and land clearing debris from landfill disposal. Redirect recyclable material back to the construction or manufacturing process.

(4) *Resource reuse.* Extend the life cycle of targeted building materials through reuse, reducing environmental impacts of disposal and need for new construction materials. Manage a demolition program through building deconstruction and recycling/sale of reusable materials.

(5) *Recycled content.* Increase demand for building products that have incorporated recycled content material, reducing the demand on new raw material in the construction or manufacturing process.

(6) *Local/regional materials.* Increase demand for building products that are manufactured locally, reducing the environmental impacts resulting from transportation.

(7) *Rapidly renewable materials.* Reduce the use and depletion of finite raw and long cycle renewable materials by replacing them with rapidly renewable materials.

(8) *Forest Stewardship Council certified wood.* Encourage acquisition of Forest Stewardship Council certified wood-based materials and products.

(9) *Holistic delivery of facility.* Encourage a facility delivery process that actively engages all stakeholders in the design process to deliver a facility that meets all functional requirements while effectively optimizing tradeoffs among sustainability, first costs, life cycle costs and mission requirements.

e. Current mission.

(1) *Operation and maintenance.* Encourage the development of a facility delivery process that enhances efficient operation and maintenance of the facility.

(2) *Soldier and workforce productivity and retention.* Provide a high quality, functional, healthy and safe work environment to promote soldier and workforce productivity and retention.

(3) *Future missions.*

(4) *Functional life of facility and supporting systems.* Assess the functional life of a facility and its supporting systems to optimize the infrastructure investment.

(5) *Adaptation, renewal and future uses.* Encourage facility design that is responsive to change over time to maximize accommodation of future uses without creating waste and insuring maximum useful life of products.

Glossary

Section I Abbreviations

AC

Active Component

ACSIM

Assistant Chief of Staff for Installation Management

ACTS

Army Criteria Tracking System

ACUB

Army compatible use buffer

AR

Army regulation

AR

Army Reserve

ARNG

Army National Guard

ASA(ALT)

Assistant Secretary of the Army for Acquisition, Logistics, and Technology

ASA(I&E)

Assistant Secretary of the Army for Installations and Environment

ASIP

Army stationing and installation plan

BASOPS

base operations

CAR

Chief, Army Reserve

CIS

Capital Investment Strategy

COE

Chief of Engineers

DA

Department of the Army

DAIM-FD

Facilities Division, Assistant Chief of Staff for Installation Management

DAIM-ZS

Plans and Operations Division, Assistant Chief of Staff for Installation Management

DOD

Department of Defense

DPW

director of public works

EA

Environmental Assessment (formal NEPA document as opposed to environmental assessment, which is an informal environmental assessment that has not gone through the NEPA process)

EGIS

Enterprise Geographic Information System

EIS

environmental impact statement

EO

Executive Order

FFS

focused facility strategy (formally known as Army facility strategy)

GIS

Geographic information system

GOCO

Government-owned, contractor-operated

HQDA

Headquarters, Department of the Army

IDG

installation design guide

IFS

integrated facilities system

IMA

Installation Management Agency

IMA-ARD

Installation Management Agency, Army Reserve Division

ISR

installation status report

JLUS

joint land use study

JSRCFRB

Joint Services Reserve Component Facilities Review Board

LRC

long-range component

LUC

land use control

MACOM

major Army command

MC

mobilization component

MILCON

military construction

MIL–STD

military standard

MOU

Memorandum of Understanding

MPI

master planning instructions

NAF

Nonappropriated Fund

NCR

National Capital Region

NEPA

National Environmental Policy Act

NGB

National Guard Bureau

NGR

National Guard regulation

OACSIM

Office of Assistant Chief of Staff for Installation Management

OMA

Operations and Maintenance, Army

Pam

pamphlet

POM

Program Objective Memorandum

PPBE

Planning, Programming, Budgeting, and Execution

RC

Reserve Component

RDP

Range Development Plan

RPDP

real property development plan

RPI

real property inventory

RPLANS

Real Property Planning and Analysis System

RPMP

real property master plan

RPMPD

real property master plan digest

RPPB

real property planning board

SPOT

French term that translates to satellite for observation of terrain

SRC

short-range component

TAB

tabulation of existing and required facilities

TM

technical manual

UFC

unified facilities criteria

USACE

U.S. Army Corps of Engineers

Section II**Terms****Adequate facilities**

Those facilities that meet established Army standards for space and condition criteria (to include location criteria).

Army compatible use buffer (ACUB)

An ACUB is defined as a formal agreement between the Army and eligible entities for acquisition of land or interest in land and/or water rights from willing sellers. This agreement may provide for limiting encroachment on the installation through acquisition of development rights, cooperative agreements, conservation easements, and other means in accordance with applicable laws. Development and implementation of an ACUB may not constitute an acquisition of real property. Conveyances, as authorized by Section 2812 may supplement ACUBs or be executed individually. This agreement—

a. Permits the Secretary of Defense or the Secretary of a Military Department to enter into an agreement with an eligible entity (state, political subdivisions, or private sector conservation organization) to address the use of development of real property near a military installation for specific purposes; and to accept on behalf of the United States any property or interest acquired pursuant to such agreements.

b. Provides for the acquisition by eligible entity of all rights, title, interest in and to any real property; and sharing by the United States and the entity of the acquisition costs.

c. Requires the eligible entity, only upon the request of the secretary of the military department concerned, to transfer to the United States the minimum property or interests necessary to avoid encroachment from the use or management of the property.

d. Allows funds appropriated for operations and maintenance or research, development, testing and evaluation to be used for such agreements for purchase from willing sellers.

Army Installation Design Standards (IDS)

Army standards for site planning, buildings, vehicular and pedestrian circulation, landscaping, site elements (such as signage, utilities), force protection, and sustainable design and development for enhancing the installation environment and design. They provide detailed guidance for preparation of the IDG.

Area plan

This is an enlarged portion of the general site development plans that shows the proposed detailed development of complexes, utility services for a section of the installation, a complex firing range, or a single important building with its associated support elements. This plan may be short range but could show proposed long-range (10 to 15 years) physical changes. It generally includes roadways, pedestrian paths, parking, utility alignments, and so on. Common applications are the community center, airfield administration complexes, and so on. The area development plan

supports an RPMP by addressing and resolving localized comprehensive planning issues. For a proposed facility, an area development plan describes—

- a. Existing site conditions.
- b. Facilities servicing the site.
- c. Functions of the surrounding facilities and future development.
- d. Land uses.
- e. Transportation routes.

Army stationing and installation plan (ASIP)

The official Army system that documents authorized current and projected force structure (including other services, civilians, contractors and others) at installation level, for planning and programming purposes.

Army Installation Vision 2010

The blueprint for the Army's contributions to the operational concepts identified in Joint Vision 2010. It is the conceptual template for how the Army will channel the vitality and innovation of its soldiers and civilians, and leverage technological opportunities to achieve new levels of effectiveness as the land component of the joint war fighting team. Installation Vision 2010 defines tenets, goals, and strategies as they cascade from a model based on the Government Performance and Results Act and upon which much of the guidance and directives, and many management plans for operating and maintaining Army installations is built.

Army Reserve Regional Readiness Command

Commands subordinate to the CAR that manage and administer AR matters within specific geographic regions of the United States.

Automated Range Development Plan (ARDP)

A plan that automates the integration of the RDP, which is the garrison's prioritized list of range and training land requirements under the HQDA, Deputy Chief of Staff, G-3/5/7 Range and Training Land Program, with other garrison requirements that impact the training mission (for example, natural and cultural resource management requirements, pest management plans, hazardous waste plan, endangered species management plan, land use requirements, and so on) and graphically displays them on the garrison's ARDP Operational Overlay. The integration of garrison requirements with the doctrinal training requirement provides the garrison staff with a robust decision making capability, which supports sustainable ranges and development of encroachment mitigation measures. The ARDP also has an encroachment assessment component that should be used to help identify current and potential encroachment challenges.

Base operations (BASOPS) costs

Costs that include environmental compliance and conservation, pollution prevention, real property maintenance, base communications, and other activities vital to accomplishment of the base operations/support mission and to maintain adequate quality of life for our soldiers and their families. These include those support elements and services identified as indirect overhead by DA. Examples of BASOPS requirements include morale, welfare and recreation services; base services support; real estate acquisition and maintenance; facility support services; sustainment (maintenance and repair); minor construction; and environmental compliance. BASOPS requirements do not include operational mission support for tactical units such as training or tactical equipment maintenance, and do not support an exchange of war fighting information.

Carrying capacity

The maximum capabilities of the installation to support designated functions or activities without seriously degrading the function, activity, or assets of the installation or some portion thereof. Some examples are ability of the land to support training at certain levels of intensity, or availability of utilities (water, electricity, sewer) to support an activity, or ability of the transportation network to carry levels of traffic safely and efficiently.

Construction

The erection, installation, or assembly of a new facility. The acquisition, expansion, extension, alteration, conversion, or replacement of an existing facility. The relocation of a facility from one installation to another. Installed equipment made a part of the facility, related site preparation, excavation, filling, landscaping, or other land improvements.

Deconstruction

Selective building disassembly that preserves the integrity of the building materials and components so that they can be reused or recycled.

Defense access highways

Highways that are needed to support the movement of Department of Defense forces within the United States, and provide access to and between DOD installations.

District engineer, USACE

The operating arm of a division engineer responsible for supervision of major construction programs for multiple projects within an assigned geographical area. Also can provide reimbursable contracting and planning support to garrison commanders.

Division engineer, USACE

One of several USACE division engineers, USACE, who supervise the activities of certain District Engineers and the intervening management level between the Commander, USACE and district engineers (for example, U.S. Army Engineer Division, North Atlantic).

Enterprise GIS

A GIS that supports all or most functional areas within an organization, regardless of size and/or organizational complexity, that manages and processes large volumes of shared information that supports multiple business operations. It can be accessed and used seamlessly by many users who can be geographically and organizationally dispersed. All users access the same consistent information through local area networks, wide area networks, or the Internet. It often combines geographic data with other data types into a continuous set of information upon which the organization can make better decisions. The users range from the professional GIS power user who needs sophisticated software tools for complex geoprocessing to desktop GIS users who work with commercial off-the-shelf software applications to casual users who only need to view and query maps from an Internet browser. The foundation of EGIS is data standards. The architecture of an enterprise GIS should support industry standards in regard to data, communications, application development, and integration tools in order to leverage an organization's investment in data, information technology, and expertise.

Environmental noise management program

A program to control environmental noise to protect the health and welfare of people, on and off-post, impacted by all Army produced noise. The goal is to reduce community annoyance from environmental noise to the extent feasible consistent with Army training and materiel testing activities. Program includes the old Installation Compatible Use Zone program and Air Installation Compatible Use Zone program.

Environmental stewardship programs

Environmental, natural, and cultural resource programs that have been identified for inclusion in the RPMP environmental analysis and overlay of the LRC. The sustainable design and development policies and principles encompass these programs.

Executive Planning Board.

The senior planning board established at an installation to oversee the strategic planning efforts impacting on the operation and development of the installation, and the preparation and development of an installation strategic plan which is an amalgamation of other strategic plans and information. The senior mission commander chairs the board. Membership will consist of tenant unit commanders specified by the senior mission commander, the IMA region director, the installation commander, and others as specified by the senior mission commander.

Expansion capability

The potential for an installation to accommodate mobilization requirements successfully or the stationing of additional missions, units, activities, individuals, or functions.

Facility

Any interest in land, structure, or complex of structures together with any supporting road and utility improvements necessary to support the functions of an Army activity or mission. A facility includes the occupiable space it contains. Land, training areas, training and testing ranges are considered facilities. The class of facility is identified by a 5-digit facility category code (see DA PAM 415-28). Facility may also be called a real property facility.

Federal Regions

The 10 Federal Regions into which the 50 states have been placed: REGION I—Capital: Boston (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont); REGION II—Capital: New York City (New York, New Jersey, Puerto Rico, Virgin Islands); REGION III—Capitol: Philadelphia (Delaware, Maryland, Pennsylvania, Virginia, West Virginia, District of Columbia); REGION IV—Capital: Atlanta (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee); REGION V—Capital: Chicago (Illinois, Indiana, Michigan, Minnesota,

Ohio, Wisconsin); REGION VI— Capital: Dallas—Fort Worth (Arkansas, Louisiana, New Mexico, Oklahoma, Texas); REGION VII—Capital: Kansas City (Iowa, Kansas, Missouri, Nebraska); REGION VIII—Capital: Denver (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming); REGION IX—Capital: San Francisco (Arizona, California, Hawaii, Nevada); REGION X—Capital: Seattle (Alaska, Oregon, Washington, Idaho).

Focused facility strategy

A HQDA managed initiative to improve the condition and quantity of specific facility types.

Garrison commander

The individual responsible for the daily operations of the garrison and installation property and providing for the health, safety, and welfare of the people living and working there. He/she directs comprehensive planning activities necessary to achieve and maintain excellent infrastructure and services.

Geographic information system (GIS)

A collection of computer hardware, software, and geographic data for capturing, storing, manipulating, analyzing, and displaying all forms of geographically referenced information.

Installation

For the purposes of this regulation, refer to the definition for installation in AR 405–45. For the purposes of this regulation, installation will also include Army Reserve Regional Readiness Commands.

Installation design guide (IDG)

An RPMP document prepared by a garrison that provides specific guidance on the architectural character of, and exterior and interior design parameters for the installation. All installation improvements, renovation projects, and new construction will comply with the IDG. The IDG will be prepared in accordance with the Army Installation Design Standards posted on the ACSIM Web site, using the model format provided.

Installation Management Agency (IMA)

A field-operating agency of the Office, Assistant Chief of Staff for Installation Management. It provides equitable, effective and efficient management of Army installations worldwide to support mission readiness and execution, enable the well-being of soldiers, civilians and family members, improve infrastructure, and preserve the environment. It is divided into seven Regions for operational purposes.

Installation Management Agency region (IMA region)

An operational subset of the IMA that executes IMA plans, policies, and guidance.

Installation support services

Those services provided by the garrison that support the garrison commander, and assigned mission units and tenant agencies in the conduct of their functions.

Installation sustainability program

Assists the garrison commander in identifying and defining short-, mid-, and long-term goals that will transition the installation into a responsive training and operating platform to meet current and future mission requirements while concurrently providing a support base for a high quality of life. This program identifies responsible offices, resource requirements, technology and policy requirements, and economical and efficient opportunities benefiting the installation and the region. The program is established in AR 200–1. Additional information is available on the Army Knowledge Online site under ACSIM and ODEP.

Integrated Facilities System (IFS)

An automated information collection system that encompasses the life cycle management of real property resources.

Land use controls (LUC)

LUCs are any type of physical, legal, or administrative mechanism that restricts the use of, or limits access to, real property to prevent or reduce risks to human health, safety and the environment. Physical mechanisms encompass a variety of engineered remedies to contain or reduce contamination and physical barriers intended to limit access to property, such as fences or signs. Legal mechanisms include restrictive covenants, equitable servitudes, and deed notices. Administrative mechanisms include notices, construction permitting, or land use management systems that may be used to ensure compliance with use restrictions. LUCs are used to mitigate either risks associated with exposure to contamination during or residual to cleanup, instead of eliminating those risks by removing or treating the contaminated media to 'unrestricted use' levels. LUCs may be imposed either during or subsequent to an environmental response conducted under the Comprehensive Environmental Response, Compensation, and Liabilities Act (CERCLA)

or corrective action under the Resource Conservation and Recovery Act. The term CERCLA applies to both surplus real property planned for transfer out of Federal control and for active installations. LUCs are established through the coordinated efforts of the installation master planner, Environmental Officer, installation staff Judge Advocate, and Director of Plans and Training, and approved by the garrison commander and the IMA Region Directorate. Land Use Plans will be annotated to reflect the LUCs and new land use if changed. During real property master planning of an Army installation, the real property master planner must consider limitations on potential uses of land associated with environmental contamination and cleanup. RPMP documentation will track LUCs imposed on installation land until it leaves federal ownership.

Major Army command (MACOM)

The command level immediately subordinate to that of the Chief of Staff, U.S. Army. There are a number of MACOMS in the Army. Each MACOM has command of units, organizations, and activities that share a common mission or function. For the purpose of this regulation, the CAR functions as a MACOM commander with regards to the real property master planning.

Master planning area (outside continental United States, except Alaska and Hawaii)

U.S. Army installations and real property holdings within a specific geographic area that are grouped together and designated as a master planning area for development of a single military community or installation.

Master planning instructions (MPI)

Real property master planning implementing information that prescribes technical guidance and procedures for the development of RPMPs.

Military Construction, Army (MCA)

A program for the acquisition of major construction projects and land during peacetime and under mobilization conditions. MCA requests requiring congressional line item authorization and funding. Project preparation and documentation is controlled by AR 415-15.

Military Construction, Army Reserve

Same definition as MCA as it applies to AR.

Military Construction, National Guard

Same definition as MCA as it applies to ARNG.

Mission commander

A commander responsible for the operational mission directed by Headquarters, Department of the Army.

Planning, Programming, Budgeting, and Execution (PPBE) process

The Army's primary resource management system. It constitutes a major decision-making process. It ties planning, programming, and budgeting together. It forms the basis for building a comprehensive plan in which budgets flow from programs, programs flow from requirements, requirements from missions, and missions from national security objectives. The system integrates centrally managed programs for manpower; research, development, and acquisition; and stationing and construction. The system also integrates the operations and maintenance, Army (O&M) budgets, and Army needs for manpower, housing and construction. It supports budget preparation from installation to departmental level. During execution, it provides feedback to the planning, programming, and budgeting process.

Privatization

Divesting Army utility plants, utility services, family housing, and possibly other BASOPS activities to public/private entities, allowing the Army to concentrate on the functions most critical to core Army missions. Privatization may or may not involve the leasing, permitting, or transfer of ownership of Army real property.

Program and Budget Guidance (PBG)

Covers force structure and associated manpower, appropriations of immediate interest, such as OMA, MCA, and Army family housing, procurement appropriations, and construction using trust funds and non-appropriated funds.

Program Objective Memorandum (POM)

The primary means for the Army leadership to allocate resources to support Army roles and missions. It translates planning decisions, Office, Secretary of Defense programming guidance, and congressional guidance into a detail allocation of forces, manpower, and funds. It presents the Army's proposal for a balanced allocation of its resources among centrally managed programs for manpower; operations; research, development and acquisition; and stationing

and construction within specified constraints. OSD reviews the POM and modifies it to reflect program decisions. The approved program provides the basis for Army budget estimates.

Real property allowance criteria

Authorized facilities or space planning criteria for a given unit, activity or function. ACTS is the primary source of space planning criteria.

Real property inventory (RPI)

A detailed inventory of each reportable item of real property. It serves as the basic source of information for the category, status, cost, area, capacity, condition, use, construction material, and capital improvements for each item of real property as defined by AR 415–28. The RPI is maintained at installation level and in the aggregate at HQDA.

Real property master plan (RPMP)

The garrison commander's plan for the management and development of the installation's real property resources. It analyzes and integrates the plans prepared by the DPW and other garrison staff, mission commanders and other tenant activities, higher headquarters, and those of neighboring communities to provide for orderly development, or in some cases, realignment and closure, of real property resources.

Real Property Planning and Analysis System (RPLANS)

An automated system that calculates real property allowances by facility category groups as defined in AR 415–28 and DA Pam 415–28. The TAB is produced using RPLANS.

Real property planning board (RPPB)

A board consisting of members of the command, operational, engineering, planning and tenant interests of the installation or community that advises the mission commanders regarding planning decisions (see chap 4 for further description).

Senior mission commander

The senior mission commander is the senior mission commander of an installation also responsible for executive level oversight of installation support services. The senior mission commander will be a general officer appointed on orders by HQDA.

Site

As defined in AR 405–45.

Sustainment

The maintenance and repair portion of sustainment, restoration and modernization. Maintenance and repair of real property includes maintenance and repair of buildings, structures, grounds, utilities systems, etc. within delegated authorization limits, to keep them in good working order. It includes regularly scheduled maintenance as well as anticipated major repairs or replacement of components that occur periodically over the expected service life of the facility. It may also include minor construction activities (erection, installation, or assembly of a new facility, or addition, expansion, or alteration of existing facilities within delegated authorization limits).

Sustainable design and development

Development that meets the needs of the present without compromising the ability of future generations to meet their own needs. Because many real property master planning decisions have long-term impacts, sustainability must be included. The interrelationship between environments, resources consumed, waste products, and use of facilities and land must be carefully designed and developed to preclude permanent damage to the future environment. It is a "cradle to cradle" process that assures future generations the same or better quality of life that we currently experience.

Sustainment, restoration, and modernization

Applies to all real property regardless of appropriation. In general, terms, it replaces real property maintenance, which normally only referred to work performed on real property using operations and maintenance funds. Sustainment maintains facilities in the current condition and includes regularly scheduled adjustments and inspections, preventative maintenance tasks, and emergency response for minor repairs. It also includes major repairs or replacement of facility components that are expected to occur periodically throughout the life cycle of facilities (for example, roofs, heating/cooling systems, and so on). Restoration and modernization improve facilities and are accomplished primarily with MILCON but can be done with operations and maintenance funding, depending on the amount of new construction work in the project (note: current work classification and funding constraints still apply). Restoration improves existing facilities to current standards while modernization adapts existing facilities to meet new standards, which support new missions or equipment. A benefit of the term sustainment, restoration, and modernization is to link the need to fund

sustainment fully (operations and maintenance funds) with the need to restore and/or modernize (operations and maintenance funds and/or MILCON funds) facilities.

Tabulation of existing and required facilities (TAB)

A tabular report of facility assets, requirements, excesses, and shortfalls. The TAB may be produced at the level of either individual facility category codes or facility activity codes (see AR 415–28 for a description of facility activity codes). RPLANS, which includes entries that reflect actual and specific user/mission real property facility requirements, will be used to produce the TAB. RPLANS-generated TABS are recognized by HQDA as part of the justification of construction programs.

Tenant unit, agency, or activity

A unit, agency, or activity that occupies facilities on an installation and receives support services from that installation.

The Army Plan (TAP)

A plan that documents Army leadership policy and provides resource guidance. It outlines national military strategy and security policy for the Army, states the Army's priorities within expected resource levels, and guides development of the total Army program and budget. It records the Army objective force and provides additional guidance for bridging the gap between the planning force and the programmed force.

Vision

The garrison commander's statement on how the installation will develop and improve over the next 20 years to adapt to the modernizing world, the changing Army, and our changing society. It expresses the desired relationship between the installation and the surrounding communities and the desired interaction of installation functions, activities and land uses. It also expresses how the garrison commander will satisfy future mission needs while maintaining excellent stewardship of the environment. Army installations are people as well as land and infrastructure. Therefore, the vision should express how quality of life remains a paramount issue in the operation, management and development of the installation.

Section III

Special Abbreviations and Terms

This section contains no entries.

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