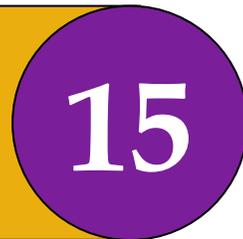


Title 15

Marana Regional Airport



TITLE 15. MARANA REGIONAL AIRPORT

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TITLE 15. MARANA REGIONAL AIRPORT

CHAPTER 15-1. GENERAL

15-1-1 Short title

This title may be cited as the Marana regional airport rules and regulations.

15-1-2 Purpose and application of rules and regulations

- A. The provisions of this title are intended for the safe, orderly and efficient operation of the airport and apply to all tenants, commercial aeronautical activity providers, and other persons using the airport for any reason.
- B. Unless a particular regulation states otherwise, the regulations set forth in this title shall apply only on the airport property.
- C. Violations of federal aviation regulations shall fall under the jurisdiction of the FAA.

15-1-3 Definitions

- A. All definitions contained within the federal aviation regulations, 14 CFR part 1, shall be considered as included in this section.
- B. The following definitions shall apply throughout this title unless the context clearly indicates otherwise.
 1. "Air traffic" means aircraft operations anywhere in the airport traffic area and in the movement area.
 2. "Air traffic control" means a service operated by a duly designated authority to direct air traffic movements and promote the safe, orderly, and expeditious flow of air traffic.
 3. "Aircraft accident" or "aircraft incident" means a collision or other contact between a part of an aircraft and another aircraft, vehicle, person, stationary object or other thing that results in bodily injury, death or property damage; or an entry into or emerging from an aircraft or vehicle by a person that results in bodily injury or death of any person or property damage.
 4. "Aircraft fuel" means all flammable liquids composed of a mixture of selected hydrocarbons expressly manufactured and blended for the purpose of effectively and efficiently operating an internal combustion engine or a jet or turbine engine.
 5. "Aircraft maintenance" means all maintenance performed on an aircraft, including major aircraft alterations and repairs, and aircraft preventive maintenance.
 6. "Aircraft operation" means an aircraft arrival at or departure from the airport.

Ordinance 2017.015 comprehensively rewrote title 15. For prior history, see Ordinances 2004.10, 2004.13, and 2005.22.

7. "Aircraft owner" means any person holding legal title to an aircraft, as evidenced by an appropriate certificate of title if applicable, or any person authorized by the legal title holder to use or possess the aircraft.
8. "Aircraft parking area" means a hangar and apron location on the airport designated by the airport director for the parking and storage of aircraft.
9. "Aircraft preventive maintenance" means aircraft maintenance that is not a major aircraft alteration or repair, and does not involve complex assembly operations, and is similar to the types of work listed in 14 CFR part 43, appendix A, paragraph (c), except that for the purpose of this title, replacing prefabricated fuel lines shall be considered a major aircraft repair.
10. "Airport" means all of the town-owned or leased real and or personal property comprising the Marana regional airport as it now exists or as may hereafter be expanded and developed, including all of the facilities as shown on the most current FAA-approved airport layout plan (ALP).
11. "Airport director" means the person designated as the town of Marana's airport director, any person directed by the town manager to act as the airport director, or the airport director's authorized representative.
12. "Airport grant agreement" means an agreement between the FAA and an airport sponsor through which the airport sponsor received grant money from the FAA in exchange for committing to fulfill certain obligations related to the airport operated by the sponsor.
13. "Airport operations area" or "AOA" means all restricted ground areas of the airport, including taxiways, runways, loading ramps, and parking areas; the AOA is divided into two distinct areas: the "movement" area and the "non-movement" area.
14. "Airside" means the portion of an airport that contains the facilities necessary for the operation of aircraft.
15. "Apron" or "ramp" means an area designed for loading or unloading passengers and/or cargo, refueling, catering, parking or maintenance of aircraft.
16. "AWOS" means automated weather observation system.
17. "Based aircraft" means an aircraft that meets all of the following criteria:
 - a. The owner physically locates the aircraft at the airport with the intent and purpose for the aircraft to remain for an undetermined period; and
 - b. Whenever absent from the airport, including for a limited or seasonal duration, the aircraft's owner intends to return the aircraft to the airport for permanent storage; and

- c. The aircraft's presence on the airport is not transitory in nature.
18. "Based commercial aeronautical activity provider" means a commercial aeronautical activity provider that has been given permission by the airport director to conduct its business using an airport hangar or other airport facility as the primary location for its business.
19. "Commercial activity" means the conduct of any aspect of a business, concession or service in order to provide goods or services to any person for compensation, including any such activity conducted by a charitable or non-profit organization.
20. "Commercial aeronautical activity" means any commercial activity that involves, makes possible, or is required for the operation of aircraft or an airport, or that contributes to or is required for the safety of such operations, including, but not limited to, the following activities:
- a. Aircraft sales and services
 - b. Airframe and power plant repair services
 - c. Aircraft rental services
 - d. Flight training services
 - e. Aircraft charter or on-demand air taxi services
 - f. Air ambulance services
 - g. Airborne mineral exploration
 - h. Aircraft management services
 - i. Radio, instrument or propeller repair services
 - j. Aerial applications (e.g., crop-dusting, fire suppression)
 - k. Aviation fuels and petroleum product sales
 - l. Sale of aviation parts
 - m. Lease, sublease, or rental permit of any aircraft hangar, shade, tie-down, or other parking space
 - n. Banner towing and aerial advertising
 - o. Aerial photography or survey
 - p. Powerline or pipeline patrol
 - q. Aircraft washing and cleaning services
 - r. Any other commercial activity that is directly related to the operation, maintenance, repair, or storage of aircraft or the operation of the airport
21. "Commercial aeronautical activity provider" means any person that provides a commercial aeronautical activity on the airport.

22. "Commercial operating permit" means a permit that has been approved and issued by the airport director, prior to conducting any commercial business at the airport.
23. "Disabled aircraft" means an aircraft that remains in the movement area following an aircraft accident or incident or other event that renders it non-airworthy.
24. "FAA" means the federal aviation administration.
25. "FAA certificate of aircraft registration" means the FAA form that shows aircraft type and current ownership.
26. "FAR" means federal aviation regulations.
27. "Federal airport grant assurance obligations" means provisions within a federal airport grant agreement with which the recipient of federal airport development funding has agreed to comply in exchange for the assistance provided.
28. "Fixed base operator" or "FBO" means the company that conducts the servicing of general aviation within the airport restricted area.
29. "Foreign object debris" or "FOD" means any loose item (trash, metal, rocks, etc.) lying on the ground having the potential to cause significant damage to property or injury to aircraft and personnel in the AOA.
30. "Fuel handling" means the transportation, delivery, and draining of fuel or fuel waste products, and the fueling/defueling of aircraft.
31. "Fuel storage area" means any portion of the airport designated temporarily or permanently by the town as an area in which fuel may be stored or loaded.
32. "General aviation" means all types of civil aviation operations other than those conducted as a commercial aeronautical activity.
33. "Ground support equipment" or "GSE" means the support equipment at an airport used to service or support the operation of aircraft on the ground.
34. "Hangar" means an aircraft hangar used primarily for aircraft storage or aircraft maintenance.
35. "Hazardous materials" means any chemical, substance, material, waste or similar matter defined, classified, listed or designated as harmful, hazardous, extremely hazardous, dangerous, toxic or radioactive, or as a contaminate or pollutant, or other similar term, by, and/or that is subject to regulation under, any federal, state or local environmental or hazardous materials statute, regulation, or ordinance presently in effect or that may be promulgated in the future, and as they may be amended from time to time.

36. "Helipad" means an apron that is designated solely for rotorcraft operations; the helipad is part of the airport movement area.
37. "Hold short line" means a pavement marking consisting of two solid yellow stripes followed by two dashed stripes extending across the width of the taxiway or runway indicating where an aircraft is required to stop as the marking indicates the close proximity of an active runway.
38. "Landside" means the portion of an airport that provides the facilities necessary for the processing of passengers, cargo, freight, vehicle parking, and ground transportation vehicles.
39. "Lease" means an agreement granting the right to occupy or use property during a certain period in exchange for a specified rent.
40. "Major aircraft alterations and repairs" means major aircraft alterations and/or repairs of the types listed in 14 CFR part 43 appendix A, paragraphs (a) and (b).
41. "Minimum operating standards" means those standards adopted by the town as the minimum requirements to be met as a condition for the privilege of conducting commercial activities at the airport, as such standards may be amended from time to time, and containing detailed provisions outlining the minimum building size and other standards acceptable by the airport for a business operating on the airport.
42. "Movement area" means the runways, taxiways, helipad, and other areas of an airport that are used for taxiing, takeoff, and landing of aircraft.
43. "Non-movement area" means all parking areas, tie-down areas, perimeter roads, aprons/ramps and other areas within the AOA that are not specifically designated as within the movement area.
44. "Non-tenant operator" means a person with no established office, station, or location on airport property and not having a lease agreement with the airport.
45. "NOTAM" means notice to airmen.
46. "NTSB" means the national transportation safety board.
47. "Perimeter roads" means gravel or paved roadways that circumnavigate the AOA.
48. "Permit" means a written document issued by the airport director, authorizing the recipient to conduct one or more commercial activities at the airport that the recipient would not otherwise be authorized (e.g., by a commercial lease) to conduct.
49. "Road" or "roadway" means any roadway within the boundaries of the airport and designated for use by vehicles, whether improved or unimproved and whether dedicated or not.

50. "Rules and regulations" means the version of this title in effect at any given time.
51. "Runway" means a defined rectangular surface on an airport prepared and suitable for the landing and takeoff of aircraft; runways have markings in white with white lights.
52. "Safety area" means a defined area comprised of either a runway or taxiway and the surrounding surfaces that is prepared or suitable for reducing the risk of damage to aircraft in the event of an undershoot, overshoot, or excursion from a runway or the unintentional departure from a taxiway.
53. "Shade port" means an area used for the storage of aircraft or other items permitted by the airport director or for activities permitted by the airport director that is covered by a roof but no sides.
54. "Specialized aviation service operator" or "SASO" means a person that conducts one or more of the types of commercial aeronautical activities described in the airport minimum operating standards.
55. "Taxilane" means the portion of the aircraft parking areas used for access between taxiways and aircraft parking areas.
56. "Taxiway" means a paved and marked area established for taxiing of aircraft from one place on an airport to another; taxiways have markings in yellow with blue lights.
57. "Tenant" means any person authorized to occupy or use any portion of the airport on the basis of either a written lease or permit directly with or from the town, or a sublease with an entity that has a lease directly with the town; includes any entity that has an ownership interest in a hangar located on airport property, since that ownership interest is subject to both the lease under which the underlying land was leased from the town, and the sublease under which that land was subleased from the entity (such as the FBO) that leased the land directly from the town.
58. "Tie-down" means an area used for the storage of aircraft or other items permitted by the airport director or for activities permitted by the airport director that is not covered by a roof.
59. "Traffic pattern" means the traffic flow that is established for aircraft landing at, taxiing on, or taking off from the airport.
60. "UAS" means unmanned aircraft system, commonly referred to as a drone.
61. "UNICOM" means a universal communication radio frequency used at uncontrolled airports for pilot communication, and to communicate with the FBO to arrange services such as parking, fuel, and general information.

62. "Vehicle" means a device other than an aircraft in, upon, or by which any person or property is or may be propelled, moved or drawn upon a roadway.
63. "Vehicle parking area" means any portion of the airport designated and made available temporary or permanently by the town for the parking of vehicles.
64. "Vehicular accident" means a collision or other contact between a part of one vehicle and another vehicle, or a person, stationary object or other thing that results in bodily injury, death or property damage; or an entry into or emerging from any vehicle by a person that results in bodily injury or death of any person or property damage.

15-1-4 Incorporation of rules and standards by reference

The following, as they may be amended from time to time, are hereby incorporated by reference as if set out at length in this title:

- A. Marana regional airport minimum operating standards
- B. Marana regional airport rates and fees, as established by a fee schedule adopted by the town council and amended from time to time
- C. Marana regional airport ultra-light aircraft operating rules
- D. Marana regional airport architecture and landscape design standards
- E. Marana regional airport commercial leasing policy and application

15-1-5 Conflicting laws, ordinances, regulations, and contracts

- A. In any case where a provision of this title is in conflict with any other provision of this title, or in conflict with a provision of any zoning, building, fire, safety, health or other ordinance, code, rule, or regulation of the town, the provision that establishes the higher standard for the promotion and protection of the health and safety of people shall apply.
- B. No existing or future town contract, lease agreement or other contractual arrangement, or any payment or performance thereunder, shall excuse any failure of full and complete compliance with this title.
- C. Compliance with this title shall not excuse any failure of full and complete compliance with any obligations to the town under any existing or future town contract, lease agreement, or other contractual arrangement.
- D. If any part of this title conflicts with federal or state law or regulation, then such federal or state authority shall take precedence.

15-1-6 Airport director's authority

In addition to other powers and duties set forth elsewhere in this title, the airport director has the following authority:

- A. To issue rules, regulations, orders, and instructions necessary to administer this title, including posting signs at the airport which state or apply those rules, regulations, orders, or instructions.
- B. To waive any portion of this title for up to 30 days to ensure public safety or the efficient use of the airport.
- C. To close the airport or any portion of it using applicable FAA procedures, as appropriate, upon determining that conditions are unfavorable for aircraft operations.
- D. To inspect all areas under lease to or occupied by tenants, including all hangars, at all reasonable times.

15-1-7 Airport staff's authority

Each member of the staff of the airport director, as a representative of the airport director, and any party acting under the direction of the airport director based on a contract with the town, is empowered to enforce the provisions of this title and all orders and regulations issued by the airport director.

15-1-8 Classification; enforcement; continuing violations; effect of revocation or suspension on prosecution

- A. Whenever in this title any act is prohibited or declared to be unlawful or the doing of any act is required or the failure to do any act is declared to be unlawful, the violation of that provision is a class one misdemeanor.
- B. The provisions of this title and any resolutions, minimum standards or other rules and regulations promulgated under this title, and the provisions of any other ordinance or law related to the airport, may be enforced in any manner provided for by town ordinances and state or federal laws.
- C. No delay or failure on the part of the town in enforcing any aspect of this title shall impair the town's enforcement action, nor shall any delay be construed as a waiver of such enforcement action.
- D. No single or partial exercise of an enforcement action shall preclude any further exercise of enforcement right, or privilege of the town.
- E. No waiver of any aspect of this title shall be valid unless made in writing and signed and dated by the airport director, and then only to the extent expressly specified in such writing and expressly permitted by this title.
- F. Each day any violation continues shall constitute a separate offense.
- G. Revocation or suspension of any license or permit required by this title or any state or federal law shall not be a defense against prosecution.

15-1-9 Administrative penalties

In addition to any other remedy available as a matter of law, violations of this title or of any rule, regulation, order, or instruction issued by the airport director may result in withdrawal of permission to use the airport and/or loss of unescorted AOA access privileges.

CHAPTER 15-2. GENERAL USE OF AIRPORT

15-2-1 Conditions of use

- A. The conditions under which the airport or any of its facilities may be used shall be as established pursuant to this title or otherwise by the town council.
- B. Any permission directly, indirectly, expressly or implicitly granted by the town to enter upon or use the airport or any part of it is conditioned upon compliance with this title, and any rules, regulations, or minimum operating standards promulgated under this title, this code, and all other applicable state and federal laws, rules and regulations.
- C. Entry upon the airport property by any person shall be deemed to constitute an agreement by that person to comply with all of the following:
 1. This title
 2. The requirements of any grant agreement to which the town is bound relating to the airport
 3. Any and all orders or regulations promulgated by the town or the airport director
 4. Any and all signs posted by or under the authority of the town or the airport director.
 5. Any and all applicable laws and regulations of the United States and the state.
- D. The town reserves the right to deny any or all use of or access to the airport to any person for any reasonable cause.
- E. Unless expressly provided otherwise, any consent or permission of the town required under this title must be obtained in advance, in writing and signed and dated by the airport director.
- F. Unless expressly provided otherwise, any notice or application to the town required under this title must be given in writing to the airport director during normal business hours at the airport office.
- G. The privilege of using the airport and its facilities is conditioned upon the user's assumption of full responsibility and risk for that use. The town assumes no responsibility for injury or damage to persons or property of persons, stored on, or using the airport facilities, by reason of fire, theft, vandalism, weather, storm, flood, earthquake, or collision, nor does the town assume any liability for injury to persons while on the airport or while using airport facilities. By

using the airport and its facilities, the user releases and agrees to hold harmless and indemnify the town and its officers, employees and agents from and against any liability or loss resulting from that use.

- H. Any person accessing the airport shall be responsible for their actions and the actions of any person to whom they provide access, whether directly or indirectly.
- I. No person other than those in an aircraft operating on the airport or in vehicles authorized to service or support such aircraft shall enter the AOA except with written approval of the airport director or other authorized representative. All persons authorized access to the AOA shall have suitable identification on their person when in the area.
- J. No person may use the airport or its facilities, or engage in any conduct on or related to the airport, in any way that would cause the town to be in non-compliance with any of the town's federal and/or state airport grant assurance obligations.
- K. All children under the age of 13 years must be accompanied by an adult 18 years of age or older at all times.

15-2-2 Commercial business operations

- A. No person shall use any portion of the airport for any commercial activities unless the commercial activities are conducted by the person pursuant to a business license issued by the town and either a written commercial lease or sublease authorizing the commercial activity or a permit issued by the airport director authorizing the commercial activity.
- B. The airport director may issue permits for commercial activities at the airport to persons whose commercial activities do not require a formal lease or sublease, provided that such permits are effective for no more than 30 days or are terminable by the town without cause upon no less than 30 days' notice, or are immediately terminable by the town for cause.
- C. No commercial business operations shall be permitted in storage hangars.
- D. No person shall engage in any commercial aeronautical activity at the airport except in conformity with all federal aviation regulations, the applicable provisions of title 28, chapter 25, Arizona revised statutes, the applicable provisions of this code, and this title.
- E. Prior to commencing any commercial activity at the airport a person must present to the airport director satisfactory information and proof that he or she meets the minimum operating standards established by the town for engaging in such commercial activity.
- F. All commercial business operations shall be performed in accordance with the provisions of the certificate of occupancy issued to the

business and in compliance with all applicable local building and fire codes.

15-2-3 Closing the airport during emergencies

During an emergency at the airport, the airport director shall have absolute control of the airport. If the airport director believes conditions at the airport are unsafe for aircraft operations, the airport director shall have the authority to close the entire airport or any part of the airport, and issue a NOTAM describing the closure.

15-2-4 Aircraft parking

- A. Transient aircraft parking overnight or longer shall be on the open tie-down parking ramp, in a designated parking space, and subject to applicable parking fees.
- B. Transient aircraft parking short term (no overnight) shall be on the FBO/terminal ramp or the open tie-down ramp, in a designated parking space.
- C. Overnight parking on the FBO/terminal ramp is prohibited unless authorized by the airport director or an authorized representative of the FBO.
- D. No person shall park or allow to remain stationary any aircraft at the airport except within a designated aircraft parking area.
- E. No person shall park an aircraft in a reserved aircraft parking area without prior permission from the town or a tenant authorized to provide an aircraft parking area to other persons.
- F. No person shall leave an aircraft parked in a shade port or tie-down without first having ensured that the aircraft is adequately secured to the pavement.
- G. Aircraft must not be parked so as to block or obstruct any of the following:
 - 1. Fire, police, or other emergency vehicle access
 - 2. Taxi lanes
 - 3. Hangars
- H. Inoperable, abandoned or junked aircraft, and aircraft awaiting major repair and/or missing external parts (e.g., propeller), shall be temporarily stored in a fully enclosed hangar, subject to aircraft hangar rules that prohibit the indefinite storage of nonoperational aircraft, or will be removed from the airport property by the airport director at the aircraft owner's expense.
- I. If any aircraft is parked in violation of this section, or, in the determination of the airport director, presents an operational or safety hazard in any area of the airport, the airport director may cause the aircraft, at the owner's/operator's expense, and without liability for damage that may result in the course of such moving, to be moved

and delivered into the care of a representative of an FBO or SASO authorized to do business on the airport.

- J. To avoid being considered abandoned and being removed from the airport property by the airport director at the aircraft owner's expense, aircraft parked or stored outside must:
1. Have a current annual certification; and
 2. Be supported by its own landing gear with fully inflated tires and in a condition to tow.
- K. Aircraft parked or stored outside shall not leak fuel, oil, or other materials on the ground or aprons.

15-2-5 Parking permits and payments

- A. All persons parking aircraft at the airport overnight or longer shall register the aircraft with the office of the airport director as soon as possible after landing.
- B. All persons parking aircraft at the airport for 30 days or less shall pay the daily transient parking fees, as established in a fee schedule adopted by the town council and amended from time to time.
- C. All persons parking aircraft at the airport for 30 days or longer shall enter into a parking agreement and obtain a monthly parking permit from the town and shall pay all applicable monthly parking fees, as established in a fee schedule adopted by the town council and amended from time to time. All applicable daily parking fees shall be paid until such time as the person obtains the monthly parking permit.
- D. All persons parking aircraft at the airport shall comply with the terms and conditions of any parking permit or parking agreement.
- E. Failure to comply with the provisions of this section or the terms and conditions of any parking permit or parking agreement may result in cancellation of any parking permits and agreements.
- F. Upon receiving notice of cancellation of a parking permit or agreement, an aircraft owner shall have 60 days to remove the aircraft in question from the airport. If the aircraft is not removed within 60 days, or other arrangements made with the airport director, a peace officer may seize the aircraft and notify the state of the seizure pursuant to A.R.S. § 28-8243 or the town may sell the aircraft pursuant to A.R.S. § 33-1023.
- G. Non-payment of any hangar rent, lease payments, or parking fees owed to the airport or FBO will result in the deactivation of user's gate access card or and/or access code.

15-2-6 Aircraft owner's performance of maintenance and use of commercial aeronautical activities providers

- A. An aircraft owner is permitted to fuel, wash, apply limited touch up small-scale paint or finish, and provide aircraft preventive maintenance only to the owner's own aircraft, and only if the aircraft is based at the airport, provided that the owner complies with this title and all applicable laws, federal aviation regulations, and town code provisions.
1. Limited touch-up, small-scale painting, or refinishing is permitted only in areas designated for such activities and supplied with appropriate fire protection equipment such as the aircraft maintenance hangars.
 2. Any spray apparatus application of any size and brush/roll applications exceeding one gallon are prohibited outside of dedicated approved flammable finish application areas, except when utilizing water-miscible solutions in accordance with the international fire code.
 3. Large-scale painting is prohibited unless approved by the airport director.
 4. Fueling may only be conducted outside of the hangar and in compliance with all applicable fire codes, FAA guidance regarding aircraft fuel storage, handling and dispensing on airports, the requirements of this title, and all other applicable laws and standards.
 5. Any person applying any finish shall ensure compliance with all applicable environmental regulations and shall not cause damage to hangars or nearby aircraft.
- B. An owner of a based aircraft may hire or allow a person who is not a based commercial aeronautical activity provider to provide any of the services described in this section, or major aircraft alterations and repairs.
1. The person providing the services must obtain a SASO permit from the airport director prior to engaging in the services.
 2. The services shall be provided:
 - a. In the presence and under the direct supervision of the aircraft owner, unless the service provider has his or her own airport security gate access identification badge
 - b. At the based location of the aircraft at the airport
 - c. In conformance with this title and all applicable laws, federal aviation regulations, and town code provisions.
- C. Where the services are provided as a commercial aeronautical activity for the benefit of the aircraft owner, the provider must be a direct employee or authorized independent contractor of the aircraft

owner, or for certificated aircraft, an FAA-certified technical specialist or a mechanic. All such providers must hold a permit to conduct commercial activities and a town business license, and pay all applicable fees for performing such activity.

15-2-7 Major aircraft alterations and repairs

Major aircraft alterations and repairs may be conducted on the airport only:

- A. By a based commercial aeronautical activity provider authorized by the airport to perform major aircraft alterations or repairs; or
- B. By the owner of the aircraft being altered or repaired, and in accordance with applicable provisions of this title.
- C. In areas of the airport designated and designed for major alterations and repairs in accordance with applicable building and fire codes.

15-2-8 Aircraft hangars

- A. This section applies to all aircraft hangars regardless of whether the hangar occupant leases the hangar or the hangar occupant constructed the hangar at the occupant's own expense while holding a ground lease with the town.
- B. When land designated for aeronautical use is made available for construction of hangars, the hangars built on the land are subject to the airport's obligations to use aeronautical facilities for aeronautical use.
- C. Aircraft hangars shall be used for aeronautical purposes, or shall be available for use for aeronautical purposes, except as otherwise approved by the FAA. Non-aeronautical use of hangars shall be the exception and must be approved by the airport director.
- D. Notwithstanding the general rule that aircraft hangars shall be used for aeronautical purposes, in accordance with FAA policy, the airport director may request FAA approval of non-aeronautical uses of aircraft hangars when there are vacant hangars and no current aviation demand for the hangars. This paragraph does not create nor constitute a right to use aircraft hangars for non-aeronautical purposes.
- E. For purposes of this section, aeronautical uses of aircraft hangars include:
 - 1. Storage and parking of active aircraft
 - 2. Minor maintenance, repair, or refurbishment of aircraft, but not the indefinite storage of nonoperational or derelict aircraft or parts
 - 3. Storage of aircraft handling equipment, workbenches, and tools and materials used in the servicing, maintenance, repair, or outfitting of aircraft
 - 4. Final assembly of aircraft under construction

5. Non-commercial construction of amateur-built or kit-built aircraft
- F. Non-aeronautical items may be stored in aircraft hangars provided that the hangar is used primarily for aeronautical purposes and the non-aeronautical items do not interfere with the aeronautical use of the hangar. Items will not be considered to interfere with the aeronautical use of the hangar unless the items:
1. Impede the movement of the aircraft in and out of the hangar
 2. Impede access to aircraft or other aeronautical contents of the hangar
 3. Displace the aeronautical contents of the hangar
 4. Are used for the conduct of a non-aeronautical business from the hangar, including storage of inventory
 5. Are stored in violation of this title, lease provisions, building codes, or other local ordinances
- G. The following items may be stored in aircraft storage hangars:
1. Any aircraft assigned to the hangar on the airport director's list of based aircraft, including any aircraft that are being restored or assembled
 2. Aeronautical items associated with an aircraft in the hangar, including the parts, tools, equipment and support items necessary to maintain and operate an aircraft
 3. Items associated with an aeronautical activity, including balloon and skydiving equipment and teaching tools
 4. Vehicles operated by gate access card permittees and their authorized guests, only when the hangar lessee is either present on the airport, or using the aircraft normally stored in the hangar
 5. Prefabricated metal shelving, workbenches, and cabinets
 6. A reasonable amount of functional furniture only for use in the hangar such as a table and chairs
 7. Spare aircraft tires, batteries, and battery chargers stored and maintained in accordance with fire codes
 8. Refrigerators, air conditioners, fans and similar devices, as long as they are elevated 18 inches above the hangar floor and use no extension cords
 9. Non-aeronautical items that comply with paragraph F above
 10. Other items determined by the airport director to be allowable, based on their function and the personal needs of the occupant
- H. Use of aircraft storage hangars shall be subject to the following restrictions:
1. Hangars shall not be used as a residence.

2. Hangars shall not be used for the operation of a business or a business office, whether the business is aeronautical or non-aeronautical in nature.
3. Hangars shall not be used for storage of household items that can be stored in commercial storage facilities.
4. Welding, cutting and all other hot work operations must comply with applicable fire codes. Doping work involving a flammable coating/finish process cannot be applied via spray apparatus, and if being applied by brush or roller, the agent cannot exceed one gallon unless being applied in an area compliant with the requirements of chapter 24 of the international fire code. Welding, or any repair requiring the use of open flames, spark-producing devices, or the heating of parts above 500° F shall only be done outdoors.
5. No equipment or materials may be stored in hangars unless used for the operation and maintenance either of the based aircraft or of the hangar.
6. There shall be room for the aircraft in the aircraft hangar for the based aircraft at all times, even when the aircraft is temporarily not located in the hangar.
7. Oily rags, oil waste, rags and other rubbish and trash may only be stored in hangars in metal containers with self-closing, tight-fitting lids as approved by the airport director.
8. Fueling, defueling and fuel system maintenance shall comply with all applicable fire codes and with the following:
 - a. Fueling or defueling within an aircraft storage hangar or within 25 feet thereof is prohibited.
 - b. Major fuel system maintenance within an aircraft storage hangar is prohibited.
 - c. Open fuel cells are allowed within the hangars if they are new and have never held fuel, or existing tanks have been purged of flammable vapors so there are no hazardous vapors off-gassing in the space.
 - d. No flammable or combustible liquids shall be dispensed into or removed from a container, tank, vehicle or aircraft except in a location approved by the fire department.
9. Flammable and combustible liquids stored inside hangars must comply with the following:
 - a. Flammable liquids with flash points less than 100° F are prohibited. This includes aviation fuel and most volatile solvents.
 - b. Combustible liquids with flash points greater than 100° F are limited to two gallons maximum. This includes diesel fuel, hydraulic fluid, motor oil and most lubricating oil.

- c. Fuel in the tanks of aircraft or aircraft related equipment (tugs, etc.) are exempt from these limitations.
 - d. All combustible liquids must be stored within safety containers designed for such use, or in the original manufacturers' containers.
10. Oxygen or any combustible or non-combustible compressed gas in a cylinder or portable tank shall be secured. Compressed gas cylinders or tanks shall have pressure relief devices installed and maintained. Cylinders or tanks not in use shall have a transportation safety cap installed. Compressed gas cylinders are subject to maximum allowable quantities per control area depending on their contents.
11. Portable aircraft and vehicle batteries may only be charged within an aircraft hangar while the aircraft owner or occupant is present, except for trickle type chargers with an automatic shutoff. Stationary storage battery systems must be installed and maintained in accordance with applicable fire codes.
- I. Hangars shall be subject to annual and periodic inspections by the airport director, the fire department, building officials, and code compliance officers to ensure compliance with all laws, ordinances, and this title. Each occupant shall take reasonable steps to make the hangar available for inspections.
- J. No tenant or lessee shall store any objects, parts, or any other items except within their own hangar or a screened outside storage facility approved by the airport director.
- K. No tenant or lessee shall knowingly allow leased or sub-leased property or hangars to be used or occupied for any purpose prohibited by this title or by any applicable lease agreement.

15-2-9 Aircraft shade ports and tie-downs

- A. Aircraft shade ports and tie-downs may only be used for the following purposes:
- 1. Storing and parking of a based aircraft assigned to the shade or tie-down and listed on the airport director's list of based aircraft, and storing of aeronautical items that are approved by the airport director. Aircraft parked in a shade or tie-down shall be parked so as to be completely contained within the aircraft parking space and to not obstruct adjacent aircraft parking area, taxi lanes, or fire department or other emergency vehicle access, except for the purpose of immediate and temporary staging and fueling of such aircraft.
 - 2. Parking of vehicles operated by gate card permittees and their authorized guests.
- B. Use of aircraft shade ports and tie-downs shall be subject to the following restrictions:

1. No aircraft maintenance shall be performed in the open tie-downs, shade ports, or any aprons without the approval of the airport director. This subparagraph does not apply to minor maintenance activities, such as air filter replacement, and emergency repairs.
 2. No equipment or materials may be stored in shade ports or tie-downs unless used for the operation and maintenance of the based aircraft assigned to the shade port or tie-down. The airport director may approve the storage of additional items on a case-by-case basis.
 3. Oily rags, oil waste, rags and other rubbish and trash may only be stored in shade ports or tie-downs in metal containers with self-closing, tight-fitting lids that are approved by the airport director or the fire department and must be secured to prevent spillage.
 4. Disabled or otherwise non-airworthy aircraft may not be parked in the shade ports or on open tie-down parking ramp. This includes but is not limited to aircraft with deflated tires, missing external parts (e.g., propeller, cowling), and expired registration. Aircraft in this condition must be removed from the airport or temporarily relocated to a hangar, subject to aircraft hangar rules that prohibit the indefinite storage of nonoperational and derelict aircraft.
 5. Portable aircraft and vehicle batteries may be charged in shade ports or tie-downs only while the based aircraft owner, operator, or occupant is present, except for trickle type chargers with an automatic shutoff. Stationary storage battery systems must be installed and maintained in accordance with applicable fire codes.
 6. Tenants may have a tool box, ladder or container adjacent to their aircraft. These items must be secured by chain and lock under the aircraft.
 7. Oxygen or any combustible or non-combustible compressed gas in a cylinder or portable tank may be stored in shade ports or tie-downs only if the cylinder or tank is secured and has pressure relief devices installed and properly maintained. Compressed gas cylinders or tanks not in use shall have a transportation safety cap installed. Compressed gas cylinders are subject to maximum allowable quantities per control area depending on their contents.
- C. Aircraft shade ports and tie-downs shall be subject to annual and periodic inspections by the airport director, the fire department, building officials, and code compliance officers to ensure compliance with all laws, ordinances, and this title.

15-2-10 Airport perimeter roads

- A. The use of airport perimeter roads is restricted to airport management, operations, and maintenance employees, authorized FBO personnel, fuel trucks or other vehicles, police and fire personnel, and authorized town staff, town vendors and town contractors.
- B. Airport perimeter roads shall not be used as a shortcut between ramps on the airport.
- C. Perimeter roads shall remain clear and unobstructed at all times.

15-2-11 Operational and restricted areas

- A. No person may enter upon the movement area without the permission of the airport director, except persons assigned duty in the movement area, authorized employees or contractors of the town, and fire, police, and other emergency personnel and vehicles.
- B. No person may enter the airside area, except as necessary for the lawful operation or maintenance of an aircraft, or to conduct a commercial activity, or to conduct any other activity authorized by the airport director.
- C. No person may enter any area posted as being restricted except as authorized by the airport director.
- D. No person may enter into, remain in, place in, or remove any object from, any hangar, shade port or other building or facility at the airport without consent of the town or the person with the legal right of possession of such space, building, or facility.

15-2-12 Airport smoking areas

Smoking is not permitted:

- A. Within 50 feet of an aircraft, fuel truck and/or fuel storage area
- B. On any apron, taxiway, taxilane, or runway
- C. Where specifically prohibited by the town and/or state law
- D. Inside any aircraft storage or maintenance hangar.

15-2-13 Use of shop areas

All of a tenant's shops, garages, equipment and facilities are solely for the conduct of that tenant's authorized aeronautical or commercial activities. No person other than employees or agents of that tenant shall make use of such facilities without individual and specific permission of that tenant.

15-2-14 Maintenance of premises

- A. All tenants at the airport shall at all times maintain their premises in serviceable, safe and operable condition and repair, and in a condition of repair, cleanliness and general maintenance.

- B. All tenants at the airport shall keep the floors of hangars, shade ports and tie-downs leased by them, or used in their operations, clean and clear of fuel, oil, grease and other similar materials.

15-2-15 Waste containers and disposal

- A. All airport tenants, users, or visitors shall dispose of all waste in waste containers appropriate for that purpose, and in appropriate locations, as designated by the airport director, and no other containers or areas shall be used.
- B. Containers for recyclable materials shall be used in strict compliance with any rules for use posted by the airport director.
- C. No household waste shall be disposed of in any airport waste container.
- D. No petroleum products, industrial waste matter or other hazardous materials shall be dumped or otherwise disposed of except in accordance with local, county, state and federal law. Hazardous materials shall be the responsibility of the originator under all applicable laws.

15-2-16 Storage

- A. No person shall store or stock materials or equipment in such a manner as to be unsightly or constitute a hazard to personnel or property, as determined by the airport director.
- B. Individual containers, cartons or packages shall be conspicuously marked or labeled in an approved manner.
- C. Rooms or cabinets containing compressed gases shall be conspicuously labeled: "COMPRESSED GAS."

15-2-17 Storage, transfer and cleanup charges

- A. The town may remove and impose storage, removal and transfer charges upon any property or material unlawfully placed or otherwise deposited at the airport.
- B. The town or the fire department may clean up any material unlawfully spilled, placed or otherwise deposited at the airport, and may charge the responsible person(s) for the cost of the cleanup, any required environmental remediation, and any expenses, fines, or damages incurred by the town as a result thereof.

15-2-18 Unmanned aircraft systems (UAS)

- A. All persons operating unmanned aircraft systems or drones at or near the airport for commercial, non-recreational purposes shall comply with FAA all rules regarding such use.
- B. All persons operating unmanned aircraft systems or drones for recreational purposes within five miles of the airport shall notify the airport director prior to operation.

1. If the airport director objects to the operation, it is expected that the operator will not conduct the proposed flight.
2. Flying model aircraft over the objections of the airport director may be considered to be endangering the safety of the national airspace system (NAS).

15-2-19 Model airplanes, model helicopters, kites, and fireworks

No person shall fly or release a model airplane, model helicopter, rocket, kite, fireworks, balloon, parachute, or the like within two miles of the airport if such activity would create a hazard to aircraft operations or as otherwise determined by the airport director.

15-2-20 Commercial photography or filming

No person may take still, motion or sound pictures, of or at the airport, for commercial purposes, without first applying for a permit from the airport director and paying applicable fees for the activity.

15-2-21 Signs, advertisements, printed or written materials

No person may post, distribute or display signs, advertisements, circulars, or other printed or written materials at the airport except in locations designated by the airport director.

15-2-22 Weapons, explosives, and radioactive substances

- A. No person shall carry, possess or exercise control over any unauthorized firearms or explosives on the airport premises in violation of town code, state statute, federal law, or federal aviation regulations.
- B. No person, except an authorized law enforcement officer or member of the armed forces of the United States on official duty, may possess any explosives on the airport.
- C. No person, except an authorized law enforcement officer or member of the armed forces of the United States on official duty, may store, handle, use, dispense or transport at, in, or upon the airport, any radioactive substance or material, except for materials with a minimum of radioactive substances, such as radioactive paint illuminating instrument dials, without prior written permission from the airport director.

15-2-23 Disorderly conduct and intoxicating liquors

No person may:

- A. Commit any disorderly, obscene or unlawful act, or create a nuisance, on the airport.
- B. Consume any alcoholic beverage upon any portion of the airport open to the public, except in lawfully established restaurant facilities and in accordance with all applicable laws, or in some other place

authorized by a special event permit from the airport director authorizing the consumption of such alcoholic beverages.

- C. Become intoxicated on any portion of the airport.
- D. Enter upon or loiter on or about the airport without the airport director's or designee's permission.

15-2-24 Property damage; injurious, or detrimental activities

- A. No person shall destroy, injure, deface, or disturb any building, sign, equipment, marker or other structure, or any tree, flower, or lawn, or any other public property.
- B. No person may conduct activities at the airport that are injurious, detrimental or damaging to the airport or to airport property or to commercial activities at the airport.
- C. Any person causing, or responsible for causing, any such injury, detriment, or damage shall pay the airport, upon the airport's demand, the full cost of repairs.
- D. Any person who fails to comply with this section shall be in violation of this title, and the airport director may prohibit the person from any or all of the airport facilities until the airport has been fully reimbursed for the damage caused.

15-2-25 General rules of conduct

No person shall do any of the following on any portion of the airport:

- A. Camp.
- B. Ignite a fire.
- C. Maintain a temporary or permanent residence.
- D. Hunt, pursue, trap, catch, injure, or kill any bird or animal, except in connection with pest control activities authorized by the airport director.
- E. Solicit fares or funds for any purpose without the written permission of the airport director.
- F. Walk in a picket line or take part in a labor or other public demonstration except in a place specifically assigned for that purpose by the airport director.

15-2-26 Alteration of airport property

- A. No person may make any alterations to any signs, buildings, aircraft parking areas, leased areas or other airport property, or erect or construct any buildings or other structures at the airport without first receiving written permission of the airport director.
- B. Persons undertaking such alterations or construction shall comply with all building codes and permit procedures of the town, and shall deliver to the airport director as-built plans upon completion.

15-2-27 Lost articles

- A. Any person finding lost articles in public areas of the airport shall immediately deposit them at the office of the airport director or, if after hours, with an airport staff member or FBO employee on duty at the airport, if available.
- B. Articles unclaimed after 90 days will be disposed of in a lawful manner.

15-2-28 Abandoned property

No person may abandon any personal property on airport property or in any building on the airport.

15-2-29 Flying clubs

A flying club shall comply with this title and the minimum operating standards.

15-2-30 Payment of fees

All billings by the town are due and payable upon presentation unless otherwise noted on the bill, or otherwise provided by the terms of a written lease, license, permit or agreement from or with the town.

15-2-31 Dogs and other animals

- A. No person may enter the airport with a dog or other animal unless the animal is restrained by a leash or properly confined as determined by the airport director.
- B. No person in charge of a dog or other animal may permit the animal to wander unrestrained on any portion of the airport.
- C. No person may ride a horse at the airport without the written permission of the airport director.
- D. Animal owners are responsible for cleaning up after their pets on the airport.

15-2-32 Based aircraft information

- A. All based aircraft must be registered with the airport director.
- B. Tenants shall provide to the airport director their name, address and phone number along with the aircraft owner's aircraft make, model and FAA certificate of aircraft registration number or other proof of ownership.
- C. All tenants are required to update changes of based aircraft within 30 days of change.
- D. The airport director may request confirmation of based aircraft on an as-needed basis. This information will be provided to the Arizona department of transportation on a quarterly basis.

CHAPTER 15-3. FUELING, FLAMMABLE FLUIDS, AND SAFETY

15-3-1 Fuel safety

- A. All transportation, storage and other handling of aircraft and vehicle fuel shall comply with applicable fire codes, FAA guidance regarding aircraft fuel storage, handling and dispensing on airports, the requirements of this title, and all other applicable laws and standards.
- B. Aircraft fueling vehicles shall be provided and maintained with a substantial heavy duty electrical cable of sufficient length to be bonded to the aircraft to be serviced. Such cable shall be metallicity connected to the transfer apparatus or chassis of the aircraft-fueling vehicle on one end and shall be provided with a suitable metal clamp on the other end, to be fixed to the aircraft.
- C. The bonding cable shall be bare or have a transparent protective sleeve and be stored on a reel or in a compartment provided for no other purpose. It shall be carried in such a manner that it will not be subjected to sharp kinks or accidental breakage under conditions of general use.
- D. Transfer apparatus shall be metallicity interconnected with tanks, chassis, axles and springs of aircraft-fueling vehicle.
- E. Employees of fuel agents who fuel aircraft, accept fuel shipments, or otherwise handle fuel shall receive fire safety training approved by the fire department.
- F. Personnel assigned to and engaged in fuel-servicing operations shall not carry matches or lighters on or about their person. Matches or lighters shall be prohibited in, on, or about aircraft fueling equipment.

15-3-2 Restrictions on commercial fueling activities

No person or company may conduct any commercial fueling activities for aircraft at the airport, except for a tenant operating as a fixed base operator and in accordance with the express terms of such tenant's lease with the town.

15-3-3 Storage of aircraft fuel trucks, trailers and other aircraft refueling devices

- A. Aircraft refueling vehicles and other movable aircraft fuel containers and refueling devices shall be stored outside, and not less than 25 feet from an occupied structure, or such other distance from any occupied structures as may be approved by the airport director.
- B. Aircraft refueling vehicles shall be parked in a manner that provides a minimum of ten feet of separation between each aircraft refueling vehicle and any other vehicle or aircraft refueling device.
- C. No aircraft refueling vehicle, other movable aircraft fuel container, or other aircraft refueling device, empty or otherwise, may be

brought into, kept or stored within any building at the airport unless the building is used exclusively for that purpose.

- D. This section does not apply to vehicle fuel approved containers with a capacity of not more than five gallons, provided no more than five such containers may be located within a single vehicle.

15-3-4 Aircraft refueling and defueling locations

All aircraft fueling shall be performed outdoors. Aircraft being fueled shall be positioned so that aircraft fuel system vents or fuel tank openings are not closer than 25 feet from any building or structure.

15-3-5 Maintenance of fuel servicing vehicles

- A. Maintenance and servicing of aircraft fuel servicing vehicles shall be performed outdoors or in a building approved for that purpose by the airport director.
- B. Aircraft fueling vehicles and all related equipment shall be properly maintained and kept in good repair. Accumulations of oil, grease, fuel and other flammable or combustible materials is prohibited. Maintenance and service of such equipment shall be accomplished in areas approved by the fire department.
- C. Tanks, pipes, hoses, valves and other fuel delivery equipment shall be maintained leak free at all times.

15-3-6 Open flames

- A. There shall be no open flames or lighted open-flame devices in any of the following locations:
1. The airside area
 2. Within 50 feet of any aircraft, fuel truck, and/or fuel storage area
 3. In any other area where open flames are specifically prohibited by the town
- B. Lighted open-flame devices shall include, but shall not be limited to, the following:
1. Exposed flame heaters
 2. Liquid, solid or gaseous devices, including portable and wheeled gasoline or kerosene heaters
 3. Gas or charcoal cooking grills
 4. Heat producing, welding, or cutting devices, and blowtorches
 5. Flare pots or other open-flame lights

15-3-7 Removal of gasoline, oil, and grease

- A. If there is spillage of gasoline, oil, grease or any material that may be unsightly or detrimental to the airport, the spilled material shall be removed immediately, either by the operator or owner of the

equipment causing the spillage, or by the tenant, commercial aeronautical service provider, or other person responsible for the spillage.

- B. If the equipment operator or other responsible person fails to restore the area to its original, safe, and environmentally sound status, the town may clean up any material spilled, placed or otherwise deposited at the airport, and may charge the responsible person(s) for the cost of the cleanup, any required environmental remediation, and any expenses, fines, or damages incurred by the town as a result thereof.
- C. Spillage events may constitute grounds for the equipment operator or responsible person being denied access to the airport.
- D. Activities in the affected area not related to the mitigation of the spill shall cease until the spilled material has been removed or the hazard has been mitigated. Aircraft or other vehicles shall not be moved through the spill area until the spilled material has been removed or the hazard has been mitigated.
- E. All spills shall be reported to airport management, documented, and mitigated.
- F. The fire department shall be notified of any fuel spill which is considered a hazard to people or property, or which meets one or more of the following criteria:
 - 1. Any dimension of the spill is greater than ten feet.
 - 2. The spill area is greater than 50 square feet.
 - 3. The fuel flow is continuous in nature.
- G. The fueling-system operator shall conduct an investigation of all spills that require notification to the fire department.

15-3-8 Lubricating oils

- A. Lubricating oils that are necessary for minor aircraft maintenance and have a flash point at or above 100° F, may be stored in hangars or suitable storage devices as approved by the airport director, provided they are stored in their original container and have the original manufacturer's labeling.
- B. No more than 30 gallons of such lubricating oils may be stored by any person, except that an aircraft maintenance shop authorized by the airport director to operate on the airport may store more than 30 gallons of lubricating oils, in accordance with applicable fire code provisions.

15-3-9 Fire extinguishers

- A. All airport tenants shall supply and maintain adequate and readily accessible fire extinguishers as required by the fire department. Each fire extinguisher shall carry a placard showing the date of the most recent inspection.

- B. Any discharge of any fire extinguisher equipment on airport property, regardless of the circumstances, shall be reported to the airport director immediately after use, in accordance with state statutory requirements.
- C. At least two fire extinguishers, each having a rating of 20-BC, shall be readily available for use in connection with any aircraft fueling operations.
- D. Aircraft fuel-servicing tank vehicles shall be equipped with a minimum of two listed portable fire extinguishers, each having a rating of 20-BC. A portable fire extinguisher shall be readily accessible from either side of the vehicle.
- E. Aircraft towing vehicles shall have a minimum of one listed 20-BC fire extinguisher.
- F. All welding apparatus shall be equipped with a minimum of one listed 2-A: 20-BC fire extinguisher.
- G. Use of a fire extinguisher shall be immediately reported to the fire department.

15-3-10 Movable aircraft fuel storage tanks or containers

Unless otherwise approved by the airport director and the fire department, movable aircraft fuel storage tanks or containers are prohibited at the airport except for:

- A. Aircraft fuel trucks and trailers constructed, operated and maintained in all respects as required by local, state or federal law.
- B. Permanent fuel tanks in an operable aircraft.
- C. Containers not exceeding one-gallon capacity used solely for sampling and testing of fuel, engines, and fuel handling apparatus.
- D. No more than one tank per person, with a capacity of not more than 55 gallons, used by that person to fuel their own aircraft pursuant to a self-fueling permit.
- E. Fuel transport vehicles authorized by the town, and lawfully transporting fuel for immediate dispensing into a fuel storage tank. Such vehicles shall access the airport at a point approved by the airport director and remain under escort by the representative of the person on the airport receiving the fuel.

15-3-11 Self-fueling

- A. Except as may be prohibited by other provisions of this title and any other applicable law, owners of a based aircraft who desire to self-fuel their aircraft, shall apply for a self-fueling permit from the airport director.
- B. Paragraph A above does not apply to the use of a self-service fuel facility provided by a fixed base operator.
- C. Self-fueling of vehicles other than aircraft is strictly prohibited.

D. Rotorcraft may not use the self-fuel facilities.

15-3-12 Fueling of fuel vehicles

Transferring fuel from vehicle to vehicle on airport property is prohibited unless the fuel is transferred from an approved fuel loading device.

15-3-13 Vehicle fuel

No person shall possess vehicle fuel on the airport except:

- A. Within the permanently installed fuel tank of a vehicle for use by that vehicle
- B. Within movable containers designed for storage of vehicle fuel, subject to the following conditions:
 - 1. The containers have a maximum capacity of five gallons.
 - 2. No more than five such containers are located in a single vehicle.
- C. Within underground or above-ground vehicle fuel storage tanks that have a capacity of not more than 2,000 gallons, and are lawfully installed and maintained in accordance with this title.

15-3-14 Fuel farms

Only full-service fixed base operator(s) who have a lease with express terms authorizing them to conduct commercial fueling activities on the airport will be permitted to install a permanent fuel farm. Any such installation must be approved by the airport director and the fire department.

CHAPTER 15-4. AIRCRAFT OPERATIONS

15-4-1 Restricted runway operations

- A. Except in an emergency, all fixed wing aircraft landings and takeoffs shall be made on a paved runway.
- B. Landings and/or takeoffs from dirt surfaces are strictly prohibited.
- C. Except in an emergency, no rotorcraft equipped with skid type landing gear shall perform run-on landings, or any other maneuvers that would cause the skids to slide upon the runway surface.
- D. Landing aircraft shall clear the runway as soon as practical, consistent with safety, and taxi ahead to the nearest turn-off.

15-4-2 Aircraft wingspan and weight restrictions

Aircraft shall not be placed in a hangar, shade port or tie-down, nor shall aircraft be operated in areas of the airport:

- A. Where the aircraft's wingspan exceeds the maximum wingspan designated for that area by the airport director.
- B. Where the aircraft's weight exceeds the maximum weight designated for that area by the airport director

15-4-3 Traffic pattern /pattern altitudes

The recommended minimum traffic pattern altitude above ground level (AGL) for aircraft operations at the airport is 800 feet (2,800 feet MSL). All traffic shall be left for runways 12 and 21 and right for runways 30 and 3. The calm wind (four knots or less) runway is Runway 12.

15-4-4 Disabled aircraft

- A. Unless otherwise permitted by the airport director, aircraft owners/operators and pilots shall be responsible for the prompt removal of their disabled aircraft and parts thereof from the movement area, unless such aircraft owners or pilots are required or directed by the airport director, the FAA, or the NTSB to delay removal pending an investigation of an aircraft accident or incident.
- B. Aircraft owners/operators and pilots shall remain with a disabled aircraft until the aircraft is removed from the movement area.
- C. If the aircraft owner/operator or pilot fails to promptly remove a disabled aircraft, the airport director may cause the aircraft to be removed, and bill the aircraft owner for all charges incurred in the removal of the aircraft.
- D. The town, the FBO, and other airport businesses and personnel shall not be responsible for any damage to disabled aircraft removed or towed from any airport surface.

15-4-5 Negligent and reckless operation of aircraft

No aircraft shall be operated in any of the following ways:

- A. In a careless, negligent or reckless manner
- B. In disregard of the rights and safety of others
- C. In an improperly maintained, or otherwise hazardous, condition
- D. At a speed or in a manner that endangers, or is likely to endanger persons, or property.

15-4-6 Required aircraft radio

No aircraft shall land or take off at the airport unless the aircraft is equipped with a functioning radio capable of direct two-way communications, except in the case of a radio failure or an emergency.

15-4-7 Hang gliders, paragliders, gliders, powered parachutes, and ultra-light aircraft; hot air balloons

- A. No person shall operate a hang glider, powered paraglider, glider, ultra-light aircraft, powered parachutes, or any other device falling under 14 CFR part 103 at, onto or from the airport without the prior written approval of the airport director except in an emergency.
- B. Hot air balloons shall not be operated at the airport without the prior written approval of the airport director except in an emergency.

15-4-8 Rotorcraft

- A. No person shall operate or move a rotorcraft while its rotors are turning unless there is a clear area of at least 50 feet from the outer tip of each rotor.
- B. No person shall hover taxi a rotorcraft on taxi lanes between the hangars, aircraft shades, or open tie-down areas.
- C. Rotorcraft shall only take off and land on an approved helipad or the helicopter ramp unless otherwise authorized by the airport director or authorized FBO staff.
- D. Rotorcraft stored in hangars or tie-downs must be towed to an approved helipad or helicopter ramp before starting the engine.
- E. Rotorcraft shall not be operated in a manner that will produce dirt, rocks or debris on any runway, taxiway, taxi lane, or apron.
- F. Rotorcraft are prohibited from utilizing the self-fuel facility.

15-4-9 Running of aircraft engines, exhaust, propeller blast or rotor wash

- A. Aircraft engines shall be run at idle except as may be necessary for safe taxiing operations, taking off, landing, preflight testing, and maintenance testing.
- B. All aircraft engine run-ups shall be conducted in areas designated by the airport director for such run-ups. Except in an emergency, all aircraft engine run-ups for maintenance testing purposes shall be conducted between the hours of 7:00 a.m. and 10:00 p.m.
- C. At no time shall an aircraft's engine(s) be operated while the aircraft is in a hangar or shade port.
- D. No aircraft engine shall be started or aircraft taxied where the exhaust, propeller blast, or rotor wash may cause injury to persons or do damage to property or spread debris.
- E. No high power maintenance run-ups are allowed between aircraft hangars, between shade ports, near tie-downs, in taxi lanes, or on taxiways (other than the portions of taxiways that act as run-up aprons), except at areas designated for high power maintenance run-ups by the airport director.

15-4-10 Taxiing of aircraft

- A. No person shall taxi an aircraft except on areas designated for taxiing.
- B. No person shall taxi an aircraft without first taking all necessary precautions to prevent a collision with other aircraft, persons, or objects.
- C. Aircraft shall not be taxied into or out of a hangar, shade port, or other covered area.

- D. If it is impossible to taxi aircraft in compliance with this section, then the engine must be shut off and the aircraft towed to the new location.

15-4-11 Aircraft incident/accident reports and procedures

- A. Any person involved in an aircraft operation on the airport, within the town, or in the airspace around the airport that results in personal injury or damage to property shall provide all pertinent information to the airport director as soon as possible and in no event later than 24 hours after the accident.
- B. The information shall include the names, addresses and phone numbers of the persons involved, a description of the accident, and its cause, if known.
- C. If a federal or state law, regulation, or agency requires filing of a written copy of an accident report, a copy of such report shall also be submitted to the airport director.
- D. The airport director or designee shall serve as the initial incident commander for all accidents on the airport property and shall secure the accident area with assistance from the police and fire departments.

15-4-12 Compliance with FAA regulations

No person may conduct any aircraft operations in violation of any FAA regulations.

15-4-13 Interfering or tampering with aircraft

No person may interfere or tamper with any aircraft, aircraft parts, instruments, fuel, or tools without prior approval of the aircraft owner, or in the event of an emergency, as specifically directed by the airport director.

15-4-14 Aircraft demonstrations and public events

- A. No aircraft flight or ground demonstrations may be conducted at the airport without prior permission of the airport director.
- B. The town reserves the right to temporarily restrict or control activities on the movement area and public areas of the airport for purposes of aerial and ground demonstrations or for any other public purpose.
- C. To the extent practicable, such public events will be conducted in such a manner as to minimize the impact upon normal airport operations.

15-4-15 NOTAMs and airport advisories

The airport director is responsible for the dissemination of NOTAM information pertaining to airfield conditions and airfield lighting. The air-

port director is authorized to relay airfield conditions, advisories or information concerning outages of airfield lighting to the appropriate FAA flight service station for dissemination as a NOTAM or advisory on the AWOS.

15-4-16 Tie-down or storage of damaged or dismantled aircraft

A damaged or dismantled aircraft shall be repaired, re-assembled, or moved to a location acceptable to the airport director within 30 days unless the airport director permits an alternative arrangement.

15-4-17 Airport movement areas

- A. No ground vehicles, except for emergency vehicles, may enter upon the movement area without the express permission of the airport director.
- B. Aircraft and vehicles shall not be left unattended within the movement area.

15-4-18 Noise abatement procedures

Aircraft pilots shall operate all aircraft in compliance with the airport's written noise abatement procedures to the maximum extent possible.

CHAPTER 15-5. VEHICLES AND PEDESTRIANS

15-5-1 General requirements

- A. No person may operate a vehicle on the airport except in accordance with this title and all federal, state and local laws.
- B. Vehicles shall access all airport facilities and businesses from the landside public parking or appropriate gate areas for the facility or business.
- C. All vehicles shall yield the right of way to aircraft in motion and emergency vehicles.
- D. All vehicles, except for ground service and emergency vehicles, shall remain a safe distance from any aircraft whose engines are running.
- E. No person may operate a vehicle for hauling trash, dirt, or any other material unless it is built to prevent its contents from dropping, sifting, leaking, or otherwise escaping.
- F. Trailers and storage containers shall not be parked anywhere within the AOA without the airport director's permission.

15-5-2 Vehicle gates, access codes, and gate access cards

- A. Persons who have been provided either a code or a gate access card for the purpose of obtaining access to the airport may use only airport-issued codes/cards, and shall not divulge, duplicate, or otherwise distribute the same to any person, unless otherwise approved in writing by the airport director. Violation of this requirement may

result in the loss of airport access privileges and/or criminal penalties and fines.

- B. Vehicle access to the AOA is obtained through automated gates, subject to the following provisions.
1. Upon entering the AOA through an automated gate, the driver must wait until the gate is fully closed before departing the area in order to ensure gate functionality and prevent unauthorized access. Notwithstanding this rule, if another vehicle uses its access badge or access code and the gate reverses direction, the driver may proceed to the driver's destination.
 2. Only one vehicle entry per gate operation is permitted. Follow through by a second vehicle is prohibited unless being escorted by an authorized user, in which case the authorized user must remain with the vehicle under escort at all times.
 3. Upon exiting the AOA, multiple vehicles may exit in one gate operation in which case the last vehicle to exit must wait for the gate to close before proceeding.
- C. Vehicles shall obtain access to, and depart from, aircraft parking and storage areas via the gate located nearest to the person's aircraft parking or storage area. Notwithstanding this provision, if there is an inoperative gate, vehicles may enter at an alternate gate and use airport perimeter roads and/or taxiways to access their destination with the airport director's approval or a posted sign authorizing vehicles to do so.

15-5-3 Licensing, registration and insurance

- A. No person may operate a motorized vehicle of any kind on the airport without a valid state motor vehicle operator's license.
- B. All motorized vehicles operated on the airport shall have a current registration as required by state law and shall be covered by the type and amount of vehicle liability insurance coverage required by state law.

15-5-4 Control of vehicles

- A. No person may operate or park a vehicle at the airport in a manner prohibited by this title, or by signs, pavement markings, or other signals posted by the town or by the airport director.
- B. No person may operate or park a vehicle in the airside area unless that person has valid access privileges.
- C. The airport director has the authority to regulate or prohibit any class or type of vehicle or other form of transport that operates in the AOA.

15-5-5 Speed limits

- A. All vehicles shall be operated on the airport in strict compliance with all posted speed limits.

- B. The maximum speed limit in the AOA for all vehicles, with the exception of authorized municipal and emergency services vehicles operated by duly authorized officials in the performance of their official duties, is 15 miles per hour, or less, if conditions require a lower speed to ensure safe operation.

15-5-6 Vehicles operating on runway and taxiways

- A. Only vehicles authorized by the airport director may operate in the movement area.
- B. No vehicles may be operated on the runways and taxiways unless authorized by the airport director.
- C. Any vehicle authorized to operate on the airport runways or taxiways shall display an amber rotating beacon or a three-foot by three-foot white and orange-checked flag that complies with FAA advisory circular 150/5210-5D, as amended, and shall be equipped with a two-way radio, or an approved escort with a two-way radio, capable of transmitting and receiving communications on the UNICOM frequency (123.00 MHz). Exceptions to this rule must be authorized by the airport director.
- D. The fact that a vehicle has a two-way radio or that the driver has a pilot's license does not constitute an authorization or clearance for the vehicle to operate on runways or taxiways.
- E. If a gate is inoperable, airport staff may authorize entry into the airport movement area in order for an airport user to access his/her hangar or other destination. The user must call the phone number listed on the gate and advise airport staff of the inoperability.

15-5-7 Airport perimeter security

Persons owning, operating or otherwise responsible for airport buildings or other structures that contain any portion of the airport security perimeter, as defined by the airport director, shall operate and maintain all vehicular and pedestrian access points and airport security perimeter on their property in a manner that is acceptable to the airport director and limits access from their property to the airport to only those persons authorized by the airport director to have access.

15-5-8 Authority to remove vehicles and trailers

- A. The airport director may cause to be removed from any area of the airport any vehicle or trailer that is disabled, abandoned, or parked in violation of this title, or that presents an operational hazard to any area of the airport, as determined by the airport director in his or her sole discretion.
- B. The vehicle operator shall bear any expense of removal and the risk of any damage from such removal.

15-5-9 Bicycles and miscellaneous vehicles

- A. Bicycles may be operated on the airport, provided that such operation is in accordance with this title, including those sections pertaining to vehicles.
- B. Any bicycles equipped with reflectors and a light may be operated on the airport after sunset.
- C. No person may operate at the airport any go-cart, go-ped, skateboard, rollerblade, or other vehicles not licensed, or otherwise permitted by state law, for operation on a public street or highway, except for town vehicles or small vehicles (golf carts, UTV's, ATV's, etc.) used for servicing aircraft or on airport transportation.

15-5-10 Vehicular accidents

- A. The driver of any vehicle involved in an accident on the airport that results in injury or death to any person, or damage to any property, shall do all of the following:
 - 1. Immediately stop the vehicle at the scene of the accident.
 - 2. Render reasonable assistance to each person injured in the accident, including making arrangements for the transportation of the person to a physician, surgeon or hospital for medical or surgical treatment, if it is apparent that treatment is necessary or if transport is requested by the injured person.
 - 3. Give the driver's name, address and operator's license and registration number to the person injured, the airport director, and to any investigating police officer.
- B. The driver shall also make and file a report of the accident as required by state law, and provide a copy of that report to the airport director.

15-5-11 Careless or intoxicated vehicle operation

No vehicle of any kind may be operated at the airport:

- A. In a careless, negligent or reckless manner
- B. In disregard of the rights and safety of others
- C. While the driver would be prohibited by law from operating a vehicle upon the public streets of the town due to drug or alcohol impairment or influence
- D. At a speed or in a manner that endangers, or is likely to endanger, persons or property
- E. If the vehicle is constructed, equipped or loaded so as to endanger, or be likely to endanger, persons or property, or to result in the load or other materials becoming separated from the vehicle
- F. If the vehicle is not lighted or otherwise clearly visible during hours of darkness, or during inclement weather

15-5-12 Motor vehicle parking and storage

- A. No person may park or leave standing any vehicle, whether occupied or not, except within a designated vehicle parking area, except that a vehicle may be parked next to, or in front of, a hangar as long as the vehicle does not obstruct aircraft movement or hangar access.
- B. Aircraft owners and operators may park their vehicles only in the aircraft parking space designated for their aircraft.
- C. Vehicles parked in an aircraft parking area shall be parked in a manner so as to be completely contained in an aircraft parking area and to not obstruct adjacent aircraft parking areas or taxi lanes unless for the purposes of immediate and temporary loading, unloading, or staging of an aircraft.
- D. A vehicle parked in an aircraft parking area shall be parked in a manner that allows the vehicle to be immediately driven or towed away from any nearby aircraft in case of an emergency.
- E. Vehicles are prohibited from parking in a manner that causes the vehicle to occupy more than one marked space.
- F. Parking is limited to three days unless the vehicle is parked in an area designated for long-term parking.
- G. Vehicles shall not park or stand within 15 feet of a fire hydrant.

15-5-13 Airport access during an accident or incident

Only persons authorized by law or persons having the permission of the airport director may enter the AOA of the airport for the purposes of attending, observing, or assisting at the scene of an aircraft accident or incident or vehicular accident.

15-5-14 Pedestrians in the airside area

Walking, standing, and loitering in the AOA are permitted only if determined by the airport director not to be an operational or safety concern.

15-5-15 Vehicle repair

- A. No person may clean or make any repairs to vehicles, other than ground support equipment, anywhere on the airport, except for minor repairs that enable such vehicles to be removed from the airport.
- B. No person may move, or interfere or tamper with, any vehicle, or take or use any vehicle part or tool without the written approval of the vehicle owner, or other evidence of the right to do so satisfactorily presented to the airport director.

15-5-16 Pedestrians soliciting rides

No person may stand or walk in, upon, or adjacent to, a roadway at the airport for the purpose of soliciting a ride from a vehicle, nor may any person solicit aircraft rides from within the airport operations area.

15-5-17 Motor homes, boats, jet skis, trailers, and recreational vehicles

Motor homes, boats, jet skis, trailers, and other recreational vehicles shall not be stored anywhere on the airport except with the prior written permission of the airport director.