SANDUSKY COUNTY
REGIONAL AIRPORT

SANDUSKY COUNTY, OHIO

Airport Rules and Regulations

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AIRPORT RULES AND REGULATIONS

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INTRODUCTION

The Sandusky County Regional Airport, in Sandusky County, Ohio ("Airport") has promulgated and adopted the following Airport Rules and Regulations applicable to the Airport and its facilities in their entirety. This document governs the conduct and permissible uses of the Airport, in the interest of establishing standards and uniform procedures for safety.access by the aviation community. efficiency. protection of the general public, and noise abatement.

PART I
DEFINITIONS

As used herein, the following terms shall have the meanings indicated.

1. Commercial Aeronautical Activity: Any activity, whether or not conducted on or off Airport property. which involves, makes possible, or is required for the operation of aircraft, or which contributes to. or is required for the safety of such operations and shall include, but not by way of limitation. all activities commonly conducted on airports. such as charter operation. pilot training, aircraft rental and sightseeing. aerial photography, crop dusting, flying clubs, aerial advertising and surveying. sale of lubricants, repair and maintenance of aircraft, sale of aircraft, parts. sale or maintenance of aircraft accessories. radio, communication and navigation equipment and other activities which, because of its direct relationship to the operation of aircraft, can appropriately be regarded as all aeronautical activity.

2. Airport: The Sandusky County Regional Airport, located in Clyde. Ohio.

3. Airport Sponsor: The Sandusky County Regional Airport Authority.

4. Airport Manager: The person responsible for management of the airport, and for promotion and enforcement, to the extent possible, of policies of the Airport Sponsor.

5. Person: An individual, firm, partnership. corporation, association, joint stock association, or political body. to include any trust, receiver. agency, assignee or similar representative thereof.

6. Aircraft: Any and all machines or contrivances used for navigation or flight in air or space.

7. Critical Aircraft: The aircraft with the largest wingspan, tail height and/or gross weight, which is anticipated to use a proposed facility.

8. Motor Vehicle: Automobiles. trucks, buses. motorcycles, tugs, and other devices by which people or property may be transported by land.

9. Restricted Area: Any area on the Airport not open to the general public.

10. Airport Operations Area: All runways, taxiways, or aircraft ramps (paved or unpaved) which support the movement or parking of aircraft.

11. Minimum Standards for Commercial Operations: The minimum qualifications and requirements established herein for commercial activities at the Airport.

12. Master Plan or Airport Layout Plan: The currently approved, scaled, dimensional layout of the entire Airport, indicating current and proposed usage for each identifiable segment, as approved by the Airport Sponsor.

13. Operator: Shall mean Private Operators or Commercial Operators, fixed base or non-based.

    A. Commercial Operator: Any person, firm, corporation or entity engaged in a commercial venture, aeronautical or non-aeronautical in nature, involving the Airport when purpose of said commercial venture is to secure earning, income, compensation, or profit. All Commercial Operators shall fully conform to the Airport's Minimum Standards for Commercial Operations, as may be amended from time to time. A non-based Commercial Operator that uses the Airport for commercial activity, involving profit, but does not base an aircraft at the Airport shall not be considered a Commercial Operator as that pertains to these Rules & Regulations.

    B. Private Operator: Any person, firm, corporation, or entity engaged in aeronautical activities, as defined herein, on the Airport, when purpose of said aeronautical activity is not to secure earnings, income, compensation, or profit. Based Private Operators use the airport as their base and maintain aircraft at the Airport. Non-based Private Operators operate from other airfields.

14. Public Facilities: Public restrooms, lobby and waiting area equipped with seating, drinking water, and telephone access. Public facilities also include roads and automobile parking areas (unless specifically included as part of a leasehold area). These facilities are to be open to and for the benefit of the public using the Airport during hours of operation.

15. Self-Fueling: Fueling performed by bona fide employee of the Operator, or by the Operator, with equipment owned or leased by the Operator, into aircraft owned or exclusively leased by the Operator.

16. Self-Maintenance: Maintenance performed by bona fide employee of the Operator, or by the Operator, with equipment owned or leased by the Operator, to aircraft owned or exclusively leased by the Operator. This must be performed in accordance with all appropriate federal, state and local rules, laws, regulations and requirements.

17. SCRA: Sandusky County Regional Airport (Airport).

18. SCRAA: Sandusky County Regional Airport Authority (Airport Sponsor).

PART II
STANDARDS FOR OPERATIONS AT THE AIRPORT

1. All aircraft operations on the Airport shall be conducted within the regulations of the Federal Aviation Administration, Ohio Department of Transportation - Office of Aviation, Ohio Revised Code, Federal Communications Commission, the Airport Sponsor to include these Airport Rules and Regulations ("Rules and Regulations"), and all other applicable federal, state and local rules and/or regulations. Any violation of these Rules and Regulations shall also be considered a violation of the Minimum Standards for Commercial Operations.

2. All flight operations should be conducted from paved aircraft parking aprons and ramps, paved taxiways, and the paved runway. All aircraft takeoffs and landings should take place on the paved runway, except for vertical takeoffs and landings, which may take place from the paved aircraft parking aprons and ramps. Areas between runways and taxiways have hazards to flight and therefore are not maintained for any flight activity. Additionally, these areas contain frangible units and stationary signage; and therefore usage of any/all of these designated areas, under any circumstances, shall be at pilot's own risk and cost.

3. Prior approval of the Airport Manager or Airport Sponsor is requested for use of the Airport by aircraft with a calibrated airspeed of less than 55 knots, to include, but not be limited to balloons, airships, motorless or ultralight aircraft, so that a cautionary NOTAM can be issued for a specific period of time that slow-moving aircraft are expected in the airport traffic pattern. Prior approval of the Airport Manager or Airport Sponsor is requested for use of the Airport by aircraft with a total gross weight in excess of 40,000 pounds so that accommodations can be made on the aircraft apron for larger-than-typical aircraft operations.

4. All flight operations are strongly encouraged to be planned so as to avoid flight over populated areas whenever possible, particularly at low levels and high power settings, without compromising flight safety, as reasonably determined by the aircraft pilot-in-command.

5. Special events or demonstrations are only to be conducted with prior approval of the Airport Sponsor or its designated representative and the FAA, where applicable, and shall be limited to aeronautical activities, unless otherwise approved by the Airport Sponsor and the FAA.

6. All aircraft operating in the traffic pattern of the airport are strongly recommended to maintain 2-way radio communications with other aircraft within Class E airspace, as the airport has instrument approaches to both ends of the runway.

7. All persons operating aircraft at the airport shall hold at least a valid student pilot certificate, or shall be a certified mechanic authorized to test the aircraft, on the ground.

8. No person shall use any facilities on the Airport in such a manner as to obstruct or interfere with their proper use. N o firefighting equipment shall be removed from its location except when needed for an emergency. All fire doors, hangar doors, sprinkler risers, fire boxes, fire hydrants, hose boxes, and other firefighting apparatus shall be kept clear of obstructions at all times.

9. Aircraft shall taxi at a safe and reasonable speed for existing conditions, as justified by the aircraft pilot-in-command.

10. Aircraft that are unattended shall be properly secured with engines off and shall be locked. All aircraft must be parked when unattended in approved areas on aircraft ramps or in hangars and shall not be within 100 feet of the runway edge or 50 feet from the edge of a taxiway.

11. Aircraft owner pilot preventive maintenance and cleaning is to be performed in an area to be designated by the Airport Manager or his/her designated representative and shall be confined to that maintenance to which he or she is qualified and permitted to do, as specified in Appendix D to FAR PART 43. All aircraft maintenance conducted on the Airport, other than owner pilot preventive self-maintenance, shall be completed by a qualified and licensed Commercial Operator located on the Airport, and such Commercial Operator shall comply with all Minimum Standards for Commercial Operators and have appropriate lease agreements conforming to Minimum Standards for Commercial Operators with the Airport Sponsor prior to conducting such maintenance.

12. No person shall enter any portion of the Airport Operations Area unless inside of an aircraft performing normal operations at the airport, or getting into or out of an aircraft legally parked on an aircraft parking ramp. Under no circumstances shall a person be allowed within 200 feet of the runway centerline on foot or in a motorized vehicle unless that person is performing airport management and/or airport maintenance as either an employee or contractor of SCRAA.

13. In the event of an accident or incident involving an aircraft on Airport property, only authorized emergency response vehicles and personnel are permitted within the Airport Operations Area. Spectators and other unauthorized personnel are prohibited from entering the restricted area or area of the accident or incident involving an aircraft.

11. No aircraft based at the Airport shall be operated for commercial purposes without entering into an agreement with the Airport Sponsor, appropriate to the type of commercial operation desired. N o aircraft using the Airport shall be operated for hire or secure earnings, income, compensation, or profit without meeting the Minimum Standards for Commercial Operations and without prior approval of the Airport Manager or his/her designated representative.

12. All Commercial Operators with aircraft based at the Airport shall maintain insurance coverage per the Minimum Standards for Commercial Operations. All Private Operators with aircraft based at the Airport shall maintain the following minimum insurance coverage:

Bodily Injury	$1,000,000 per passenger
Property Damage	$1,000,000 per accident

Proof of required coverage shall be submitted to the Airport Manager or his her designated representative, upon execution of the lease, and updated as policies change or are renewed.

13. All fuel products dispensed into aircraft at the Airport shall be a type approved by the aircraft manufacturer and/or the Federal Aviation Administration for the specific aircraft and engine receiving the fuel.

14. Self-fueling of Aircraft, as defined in Part I, will be permitted only when in compliance with the following requirements:

a. Self-fueling is accomplished only in the "safe" area/s designated by the Airport Manager and only when at least 50 feet from the building or other hazards.

b. Fuel may only be dispensed by pump from stationary fully protected U.L. 2085 listed storage tanks of 10,000 gallon capacity, or more, with double wall product piping.

c. Aircraft and container must be properly grounded. In addition, all fuel filters shall comply with standards for the type of fuel being dispensed.

d. No aircraft shall be fueled by pouring fuel from portable cans or containers into the fuel tank of the aircraft.

e. No outdoor smoking shall be allowed within 100 feet of the fueling operation.

f. Spills of fuel or oil must be immediately reported to Airport Operations. If over 10 gallons in size, they shall also be reported to the Clyde Fire Department.

g. Aircraft owner is liable for damages to the property and the environment resulting from self-fueling operations. Aircraft owner must furnish proof of adequate liability insurance covering fueling operations to the Airport Manager upon demand. The Airport and the Airport Sponsor shall be included as additional named insured on the insurance policy.

h. No fuel can be dispensed into or drained from an aircraft while the motor is running, or while electrical switches or the radio are operated in the aircraft.

i. An adequate fire extinguisher must be provided by self-fuelers at the fueling location and must be fully charged and current.

l. No person shall use any material during fueling that would be likely to cause a static spark.

j. Airport Manager or designated representative shall review plans for any fuel storage and dispensing facilities on the Airport. N o fueling operations will be permitted on the Airport without prior approval of the Airport Manager.

15. Only personnel engaged in fuel handling or in the maintenance and/or operation of the Aircraft being refueled shall be permitted in the immediate vicinity of Aircraft being refueled.

16. Neither the Airport Sponsor nor its designated representative shall be responsible for any loss or damage due to theft or vandalism of any aircraft, vehicle, or equipment parked at the Airport.

17. Aeronautical activities other than standard fixed wing (FW) and rotary wing (RW) operations (parachute operations, all classes of ultralight operations, balloon operations, etc) are strongly encouraged to coordinate with the Airport management prior to conducting said activity.

18. No person shall post, distribute. or display any signs, advertisements, circulars, printed or written material at the Airport, except inside leased or owned buildings, without prior approval of the Airport Manager or his/her designated representative.

19. Aircraft on the Airport shall always have the right of way, followed by pedestrians, then motor vehicle operations. All vehicles shall pass behind pedestrians and taxiing aircraft. All accidents or incidents involving motor vehicles, aircraft, or people shall be reported to the Sandusky County Sheriff's Department. and the Airport Manager, immediately following such occurrence.

20. Aircraft or motor vehicles that have been disabled, and parts that have come off of the aircraft or motor vehicle. shall be promptly removed from the Airport by the owner or operator as soon as any pending investigation has been completed. Such investigation shall be scheduled as quickly as possible. The owner and operator are responsible for payment and repair of any Airport facilities damaged during an accident or incident.

21. No motorized vehicles shall enter onto, travel across, or be parked upon the Airport Operations Area unless performing airport management and/or airport maintenance duties or performing official SCRAA duties with prior authorization and assignment by the Airport Manager. All authorized vehicles must be marked and lighted in accordance with FAA requirements in order to travel on the Airport Operations Area.

22. No person shall operate a motor vehicle at the Airport without a valid operator's license and tags from the State of Ohio, and appropriate insurance. All operations shall be in accordance

with the Rules and Regulations described herein, the motor vehicle laws of the State of Ohio and the Federal Aviation Administration, and local regulations.

23. At no time shall the speed of any motor vehicle exceed 10 miles per hour in the Airport Operations Area, or 20 miles per hour on Airport roadways. All snowmobiles, all-terrain vehicles (ATVs), motorized snow skis, and other similar recreational vehicles are prohibited from the Airport Operations Area.

24. At no time shall vehicles be abandoned, remain, or be parked at the Airport for more than 24 hours, except as necessary for air travel from the Airport. Parking for employees and customers of firms engaged in business at the Airport shall be in designated vehicle parking area only. Operators basing aircraft in T-Hangars may drive to their hangar and park their vehicle inside the hangar while operating an aircraft. Motor vehicles which are parked on the airport in violation of these Standards will be removed at the expense of the vehicle's owner.

25. No aircraft or motor vehicle may be started or operated at the Airport by a person who is under the influence of drugs or alcohol. Engines shall be started by a competent operator attending the controls. Aircraft shall be started and pre-takeoff checks performed only in areas designated for such purpose, and in a manner that does not result in a threat of injury to individuals or damage to property. Aircraft shall not be taxied under power into or out from hangars.

26. All refuse, garbage, waste, junk, trash, and paper from private operators must be disposed of in the proper containers, with lids that seal the containers tightly, and removed from the Airport at reasonable intervals. Hazardous materials and contaminants shall be disposed of in the proper manner, separate from other paper and waste. No trash shall be left to blow around the Airport. Commercial operators must dispose of their refuse in their own proper containers and arrange for collection and disposal of this refuse at their cost. No dirt, gravel, sand or other material shall be deposited, dumped, or placed on the Airport without obtaining prior approval from the Airport Manager.

27. No fuel, oil, dope, paint, solvent, acid, or other contaminants shall be disposed of or dumped anywhere on the Airport. Disposal of these contaminants is specifically forbidden in drains, ditches, on aircraft parking ramps, or in stormwater catch basins. In the event of an accidental discharge or spill of contaminants, operator shall immediately notify the Airport Manager. If required by law, operator shall also notify the Ohio EPA and the Clyde Fire Department.

28. No person shall smoke on Airport ramps, runway, taxiways hangars, or in prohibited areas marked by "No Smoking" signs, or within 50 feet of any aircraft or stored flammable materials.

29. No person shall conduct any open flame operations on the Airport unless specifically authorized by the Airport Manager.

30. No person shall use flammable or volatile liquids in cleaning, unless conducted in open air, or in specially designed facilities for that purpose, that have been fire-proofed, properly ventilated, and equipped with a fully charged fire extinguisher. Signs shall be posted advising

"No Smoking". Materials used must comply with EPA regulations.

31. No person shall store material or equipment in such a manner as to result in a fire hazard. No person shall store or discard any flammable liquids, oils, gases, flares, or other hazardous materials or contaminants in any buildings on the Airport, except where required inside aircraft or in rooms or other areas specifically designed for that purpose.

32. Dogs and other animals or pets brought upon the Airport must be restrained by a leash or confined in such a manner as to be under control at all times. At no time shall children be left unattended. Dogs, with the exception of those assisting the physically challenged, and other animals, are not allowed in the terminal building.

33. Any person found in violation of these Rules and Regulations at the Airport may be deprived of further use of the Airport and its facilities for such length of time and upon such terms as may be specified by the Airport Sponsor. The Airport Manager or his/her designated representative will fully investigate with anonymity any complaints from airport operators regarding other operators not believed to be in compliance with these Rules and Regulations and make recommendations to the Airport Sponsor.

34. The Airport Sponsor reserves the right to inspect all premises on the Airport, at any time, to ensure conformance to and compliance with these Airport Rules and Regulations, as may be amended from time to time.

35. If any specific rule, regulation or part thereof described in this document is designated or otherwise declared invalid or inappropriate, the remainder of these rules, regulations and parts thereof shall continue to be of full force and effect.

PART III
STANDARDS FOR PRIVATE BASED OPERATORS

1. Residential development and residential uses are precluded from Private Based Operations.

2. Operators desiring to build a new hangar or structure for aeronautical purposes shall lease from the Airport an area of sufficient size for conducting the intended aeronautical activity, including auto parking, access and surrounding areas, as appropriate for the use and as determined by the Airport Sponsor. The leased parcel of land shall be in an area designated to be used for such purpose on the Airport Layout Plan. Operator shall be responsible for upkeep and maintenance of all leased property and improvements thereon, including snow removal, mowing, and building maintenance.

3. Prior to any construction, the Operator shall site grade and accommodate auto parking, access and preservation of safe distances from operating aircraft and other Airport operations, but during construction and after the improvements are complete. All hangar structures shall incorporate a door with ramp entry for aircraft.