

Chapter 53

AIRPORT RULES AND REGULATIONS

Current as of 08-06-12

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53.01 AUTHORIZATION.

The City of DeKalb is a municipal corporation created pursuant to Illinois statutes (hereinafter the "City" or "Owner") which owns and operates the DeKalb Taylor Municipal Airport located at 3232 East Pleasant Street, in the City of DeKalb, DeKalb County, Illinois. Safety oriented and detailed control, more particularly in the operational and working areas, must be exercised by all persons at DeKalb Taylor Municipal Airport. The administration of the Rules and Regulations contained within this ordinance is the responsibility of the Airport Manager under the supervision of the Director of Public Works and the City Manager. Further, areas of the Airport to which access by the general public is restricted for reasons of safety or interference with Airport operations, are distinguished from those areas where access is unrestricted. Reference herein to those areas where public access is restricted shall not be construed as limiting the public purposes character of the Airport.

53.02 SCOPE.

All persons, tenants, firms, or corporations shall be governed by the Rules and Regulations prescribed herein at all times while on or occupying any area of DeKalb Taylor Municipal Airport. Further, they shall comply with the orders and instruction of the Airport Manager, as they are promulgated from time to time, relative to the use and occupancy of Airport property and Airport facilities. The primary intent of the Rules and Regulations is to affirm and ensure compliance with minimum aviation policies, procedures and safety standards as prescribed by the federal authorities as well as any additional and consistent regulations contained herein. Nothing contained herein is intended to conflict with requirements or regulations of the FAA. The City shall establish the ordinances, policies and procedures for the management, administration, policing and declaration of the duties governing the DeKalb Taylor Municipal Airport.

53.03 DEFINITIONS.

- a) **Aircraft.** A device that is used or intended to be used for flight in the air.
- b) **Airport.** All property, improvements and developments owned and/or operated by the City of DeKalb ("Owner") including but not limited to its buildings, facilities, farmland, and land used for the landing and takeoff of aircraft. Further, that the term shall also mean the DeKalb Taylor Municipal Airport.
- c) **Airport Emergency.** A problem, condition or hazard involving an aircraft, structure, or other ground incident that could endanger lives or property. An Airport Emergency can be declared by any federal, state or local government official, Airport Manager, or other responsible employee or agent of the City, responsible for the protection of public property or the safe operation of airport activities on the Airport.
- d) **Aircraft Maintenance.** Shall mean the inspections, overhaul, repair, preservation, and the replacement of parts, but excludes preventive maintenance. Persons authorized to perform aircraft maintenance; preventive maintenance, rebuilding and alterations shall comply with Federal Aviation Regulations, Part 43, Section 43.3.
- e) **Airport Manager.** The individual designated by the "City" responsible for managing and supervising the day-to-day administration, operations and maintenance of the DeKalb Taylor Municipal Airport.
- f) **Airport Rules and Regulations.** Shall mean the provisions of this ordinance, which are detailed provisions established for the safe, orderly and efficient operation of the Airport.
- g) **Business.** Shall mean private and commercial activities or operations executed upon Airport property involving the private or commercial supplying of services or distribution of commodities wherein a purchase or sales transaction occurs including but not limited to compensation of monies for financial gain or exchange of goods or services for work performed, provided however, that deliveries of goods or services shall not be deemed as such activity.
- h) **City.** The City of DeKalb, A Municipal Corporation in the State of Illinois and those employees or individuals acting as agents or representatives of the City. Further, the term "City" is synonymous with the term "Owner."
- i) **Commercial Business Tenant.** Person(s) engaged in an aviation or non-aviation business activity upon the Airport who possesses a current contract, lease or other written binding agreement with the City.
- j) **Courtesy Vehicle.** A motor vehicle provided by the City operated free of charge and used to transport people, baggage or other goods from one location to another on the Airport or to/from locations off the airport when approved by the Airport Manager or a designee.
- k) **Emergency Vehicle.** Federal, state, county or local government vehicles that are painted, marked, unmarked, lighted, or escorted and used by police, security officers, fire department, ambulance or Airport officials in response to an emergency situation.
- l) **Fixed Base Operator.** A business conducted at or upon the Airport by a person, firm or corporation having the right or obligation through an existing agreement with the City to furnish aviation related goods or services and comply with applicable provisions as defined in Sections 53. 19 and 53.20, of the City of DeKalb Municipal Code.
- m) **Hangar.** Structure or building for purposes of storing aircraft.

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n) **Limited Fixed Base Operator.** A business conducted at or upon the Airport by a person, firm or corporation having the right or obligation through an existing agreement with the City to conduct one or more of the services as defined in Section 53.20, a), 2, of the City of DeKalb Municipal Code.

o) **Motor Vehicle.** Motor vehicles shall mean and include automobiles, trucks, buses, motorcycles, tractors, or other mechanized equipment that is self-propelled other than aircraft.

p) **Motor Vehicle Parking Areas.** Shall mean those areas designated by the Airport Manager for the parking of motor vehicles for passengers, other customers, visitors, employees and ground transportation staging areas. Motor vehicle parking areas are designated as follows:

FBO Parking Lot (East End): In designated stalls.

West Ramp: Parking restricted to grass areas where not interfering with aircraft hangar doors or aircraft maneuvering clearances.

Pilots may park their personal motor vehicles in their assigned hangar while their aircraft is engaged in aviation related operations.

q) **Operational Area or Airport Operational Area (AOA).** The area of the Airport, including taxiways, runways, aircraft surface maneuvering areas (ramps/aprons) designated by the Airport Manager for use to conduct aeronautical activity, further including the landing, takeoff or run-up areas adjacent to runways and taxiways.

r) **Observation Area.** The area or areas of the Airport designated and made available by the Airport Manager to the public for purposes of observing aviation activities.

s) **Operator.** With respect to aircraft, any person who uses, causes to use or authorizes the use of aircraft, for the purpose (except as provided in FAR's Section 91.13) of air navigation including the piloting of aircraft, with or without the right of legal control (as owner, lessee or otherwise).

t) **Person.** An individual, firm, partnership, corporation, limited liability corporation, limited liability partnership, company or association; including any trustee, receiver or similar representative thereof.

u) **Permission.** Verbal or written authorization granted by the Airport Manager or a designee.

v) **Public Use Facilities.** Public runways for the purpose of landing and taking-off of aircraft; taxiways for the purpose of ground movement for aircraft; ramp areas for the purpose of temporarily parking aircraft to allow for loading and unloading of passengers, baggage, freight, cargo or other payload; fuel service to aircraft including mobile equipment used in conjunction thereof; and, for purposes of performing operations incidental to the immediate arrival or departure of aircraft. And shall include any other area provided by the City for public use by aircraft operators at the airport.

w) **Restricted Area.** Those areas established by the Airport Manager for safety and security reasons.

x) **Tenant.** A person having a written hangar lease, hangar rental agreement or other aircraft storage agreement with the City, which grants that entity certain rights and privileges on the Airport property.

53.04 PENALTIES.

The Director of Public Works, the Airport Manager or a designee of the City is hereby empowered by the City to enforce these Rules and Regulations by a means including but not limited to utilizing State, County or local law enforcement agencies for assistance. A violation of any provision of Chapter 53 may result in a fine of no less

than Sixty Dollars (\$60.00) and no more than Five Hundred Dollars (\$500.00) for a violation of this ordinance. In addition, the Director of Public Works, Airport Manager or a designee, may evict or deny a person(s) further use of the Airport or part thereof, who knowingly or willfully violates a Rule or Regulation in effect by the Federal Aviation Administration, Division of Aeronautics of the State of Illinois, Illinois Department of Transportation, the City of DeKalb, or verbal or written orders or instructions issued by the City or Airport Manager.

53.05 LIABILITIES.

The DeKalb Taylor Municipal Airport and its agents assume no liability for injury to persons while on the Airport property or while using its facilities. Nor does it assume liability for loss or damage to persons or property by reason of fire, theft, vandalism, collision damage, wind, flood, or other natural disaster or unsafe acts by others.

Intentional or negligent acts or omission thereof by a person or persons while on Airport property shall be the sole responsibility of said person(s) for costs incurred resulting from and against claims, injury, damages, losses or expenses, including attorney fees.

53.07 GENERAL CONDITIONS.

a) General conditions for compliance include but are not limited to the following:

1. Accidents. Accidents resulting in personal injury requiring professional medical treatment or damage to public or private property shall be reported in person or via telephone immediately upon awareness of such an occurrence, to the Airport Manager or City of DeKalb Police Department.

2. Advertising. Advertising upon Airport property requires a written request at least three (3) days in advance to the Airport Manager or a designee. Written authorization by the Airport Manager is required in permitting such activity inclusive of payment of associated fees as may be required.

3. Animals. Animals required for assistance to aid persons with physical impairments or security enforcement officers are permitted on the airport. All other animals, domestic or exotic, are prohibited from the airport terminal building or other restricted areas except when such animals are containerized for air shipment. Domestic animals are permitted in other public areas of the Airport when restrained by leash and kept under complete control.

4. Courtesy Car. The Courtesy Car is provided primarily for use by pilots, during temporary stays at the Airport. The Airport Manager or a designee may waive this requirement on a case by case basis. The following policy/procedure to authorize use of the Courtesy Car is hereby established:

(a) For purposes of this Section, user shall mean the individual authorized to use the Courtesy Car and whose name shall appear in the logbook.

(b) User shall provide current drivers license and proof of automobile insurance.

(c) User shall provide their name, "N" number of aircraft, date, driver's license number and destination in the courtesy car log.

(d) Use of the courtesy car is limited to 90 minutes unless otherwise approved by the Airport Manager or a designee.

(e) Operation of the Courtesy Car is restricted solely to the authorized user as assigned in the logbook.

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(f) Users of the courtesy car agree to hold harmless and indemnify the City, its officers, employers and agents against claims for loss, damage, or injury sustained by said User, or by an agent, guest or person whomsoever of the User for loss, damage, or injury resulting from the negligence or fault of said User. User shall report any damage or defective conditions of the Courtesy Car, which are noted or observed as soon as practical.

(g) User shall be responsible for returning the Courtesy Car and the vehicle key to the Airport office.

(h) User shall comply with State of Illinois and Local motor vehicle codes.

5. Demonstrations/Picketing. No person or persons shall picket, conduct demonstrations or distribute material in or upon property at the Airport without first submitting a written request at least three (3) days in advance to the Airport Manager and payment of associated fees as may be required. If approved, the Owner will designate the location on the Airport where such activities may take place. It shall be unlawful to prevent the delivery or hinder the delivery of supplies or materials, prevent the free, unharassed entry or exit of workers to their place of work, disrupt or harass the general public in the normal use of the Airport, create a safety hazard, or engage in activity which is otherwise unlawful. No such activity shall be permitted if in violation of the Federal Aviation Regulations or the conditions of grants or agreements by the Federal Aviation Administration or Illinois Division of Aeronautics with the Airport.

6. Lost or Mislaid Property. Such property shall be forwarded to the Airport Manager's office and if not claimed within thirty (30) days, becomes the property of the City to be sold, used or disposed of at the discretion of the City.

7. Restricted Areas. Except for passengers enplaning or de-planing an aircraft, the general public is prohibited from the Airport Operations Area unless escorted by an authorized airport employee. The general public is prohibited from all other areas of the Airport posted as being restricted unless otherwise approved by the Airport Manager or a designee. When aircraft requiring security are located upon the Airport, the only authorized persons allowed within the designated restricted area are airport personnel, security personnel, refueling crews, aircraft crew and screened passengers. General aviation gates on either end of the terminal building must be used to proceed to aircraft. Upon departure from the Restricted Area of aircraft requiring security procedures, the Restricted Area will be lifted by the Airport Manager or a designee.

8. Signage. The placement of signage shall comply with the pertinent ordinances as prescribed in the City of DeKalb Municipal Code. No sign or notice shall be displayed on the Airport unless authorized by the Airport Manager or otherwise approved as part of a lease or contractual agreement.

9. Smoking. Smoking is prohibited within or upon the Airport Operations Area, on the Airport apron, in hangars, workshops, service area(s), gasoline storage area, within 100 feet of aircraft, and in buildings, places or rooms on the Airport where smoking is specifically prohibited.

10. Soliciting. Soliciting funds, services or other business activity requires the authorization of the Airport Manager and strict adherence to the application requirements as prescribed in Chapter 33 of the City of DeKalb Municipal Code.

11. Storage of Flammable Material.

(a) No person shall keep or store flammable liquids, gases, signal flares or other flammable or explosive materials in hangars or in buildings on the Airport; provided that such materials may be kept in aircraft when stored in an approved receptacle installed in the aircraft for such purposes, or in lockers, cabinets, rooms, areas or other containment devices approved for such storage by the City in accordance with the locally-adopted Fire Prevention Code.

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(b) No person shall keep or store lubricating or waste oils in or about the hangar or other buildings on the Airport, except in rooms, containment devices, or other approved holding tanks specifically designated for such storage approved by the City and in compliance with the locally-adopted Fire Prevention Code.

(c) Lessee shall provide suitable metal containers with self-closing, airtight covers for the storage of oily rags, waste and other rubbish. Combustible materials or other rubbish shall be removed and properly disposed of by the lessee. Lessee may contract with an approved agency or persons for removal of said materials.

(d) No person shall store or stock material, equipment, appliances or any other appurtenances on the Airport in such a manner as to constitute a fire hazard. Hangars shall be used solely for the purpose of the storage of aircraft and those aviation and routine maintenance items incidental to the storage of aircraft. The disposal or dumping of flammable, petroleum by-products or other liquids/fluids deemed hazardous to the environment upon Airport property is strictly prohibited.

12. Motor Vehicle Operations. No person shall operate a motor vehicle on the Operational Area (AOA) without having first received permission to operate such equipment from the Airport Manager, Aircraft Maintenance Supervisor, or Fixed-Based Operator management. Persons operating vehicles in or upon the Operational Area (AOA) shall comply with the following conditions:

(a) Should, if possible, maintain two-way communications with UNICOM;

(b) Be equipped with a flashing amber beacon or during daylight hours, equipped with an international white/orange checkered, three (3) feet squared flag on a mast mounted atop the outside of the vehicle;

(c) Shall continuously visually confirm clear runways after receiving clearance to proceed; and,

(d) Registered vehicle rules shall comply with FAA regulations specifying Painting, Marking, and Lighting of Vehicles Used on an Airport.

13. Trespassing. Trespass upon Airport property is strictly prohibited. It shall be unlawful for person(s) to enter upon or make uses of Airport Operational Areas, Public Aircraft Facilities, or structure, building or land area posted as a restricted area and as prescribed in the City of DeKalb Municipal Code, Chapter 52, Section 52.70, Criminal Trespass to Real Property in furtherance of Illinois Compiled Statutes.

53.08 VEHICLE OPERATIONS FOR HANGAR TENANTS.

Owners and tenants of hangars at the Airport are authorized to operate their vehicles on the hangar access ramps in proceeding to and from their hangar space provided that said vehicles shall not be left unattended on the ramp or driven or parked upon adjoining grass areas. Vehicles may be parked inside of the hangar space as a convenience during the course of time in which the aircraft assigned to the hangar is engaged in flight activities. Otherwise, vehicles shall be parked within authorized parking areas unless otherwise authorized by the Airport Manager.

53.09 RULES OF OPERATION.

a) Pedestrians shall have the right-of-way over vehicular traffic. Aircraft shall have the right-of-way over pedestrian and vehicular traffic.

b) All operations of vehicles shall be in accordance with the laws of the State of Illinois, Chapter 51 of the City of DeKalb Municipal Code and as further specified in this Section.

c) Speed limits on the Airport shall be reasonable and proper for driving conditions and traffic, but in no

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circumstances shall they exceed the following speed limits:

1. No person shall operate a motor vehicle at a speed in excess of 10 miles per hour on ramp, apron, hangar, aircraft parking or motor vehicle parking areas of the Airport. (07-32)

2. No person shall operate a motor vehicle at a speed in excess of 10 miles per hour upon open roads and non-aircraft movement areas on the Airport. (07-32)

3. No person shall operate a motor vehicle at a speed in excess of 10 miles per hour within fifty (50) feet of any parked aircraft. (07-32)

4. No person shall operate a motor vehicle within a hangar on the Airport unless the vehicle is equipped with exhaust(s) protected by screens or mufflers to prevent the escape of sparks or the propagation of flames.

5. Emergency vehicles responding to an emergency are exempt from the speed limits as set forth in this Section, when necessary to perform official duties or clear the runway due to air traffic.

d) The following shall apply in establishing right-of-way rules regulating aircraft movement area:

1. Moving aircraft shall have the right of way over pedestrian and vehicular traffic.

2. Motor vehicles shall not cross active runways when an aircraft is on final approach or in motion on the runway.

3. Motor vehicles shall not cross in front of taxiing aircraft.

4. Motor vehicles entering an aircraft movement area shall come to a full stop and determine that the intended route is clear before proceeding.

5. Ground vehicles shall pass to the rear of aircraft on which the engine(s) is running.

6. Motor vehicles encountering a moving aircraft will come to a full stop in a position so as to give a minimum of twenty-five (25) feet of clearance and shall not proceed until the aircraft has taxied past the position of the motor vehicle.

7. Motor vehicles operating in areas where aircraft are permitted shall display headlights.

e) The following general motor vehicle procedures and policies are hereby established:

1. No person shall clean or perform repairs to motor vehicles other than in areas designated for such purposes by the Airport Manager, except those minor repairs necessary to remove a disabled motor vehicle from the Airport premises.

2. The drive west of and adjacent to the FBO maintenance building is restricted as "No Parking Any Time."

3. Parking by the general public within various spaces assigned or restricted to authorized vehicles is prohibited.

4. A motor vehicle parked in a prohibited area or in such a manner as to obstruct an Airport roadway, aircraft parking or movement area is subject to penalties as defined in Section 53.04 and subject to tow. The owner of a motor vehicle is responsible for all charges, penalties, towing or other associated fees that may be incurred.

53.10 AERONAUTICAL ACTIVITIES.

a) Aeronautical activities conducted in, arriving upon or departing from the Airport shall be conducted in conformity with the current pertinent regulations of the Federal Aviation Administration, State of Illinois, and the City of DeKalb Municipal Code.

b) The following rules and regulations pertain to the Airport Air Operations Area (AOA):

1. AERONAUTICAL ACTIVITIES REGULATED EXCLUSIVELY BY AIRPORT MANAGER.

Closure of part or all of the Airport.

Restricted or prohibited flight activities.

NOTAM's issued by airport management personnel in addition to those issued by the Federal Aviation Administration.

Written approval for air shows and other special events.

2. AIRCRAFT ACCIDENTS/INCIDENTS ON OR ADJACENT TO THE AIRPORT.

(a) Aircraft accidents/incidents shall be reported immediately to the FAA and the Airport Manager or a designee. The person(s) involved in the accident/incident, shall submit an accident report which shall be in writing and complete in every detail to the Airport Manager within a reasonable time frame as directed by the Airport Manager in addition to complying with directives from the National Transportation Safety Board and the FAA.

(b) Disabled aircraft are the responsibility of the aircraft owner. However, in his/her discretion, the Director of Public Works, Airport Manager or a designee, has the power and authority to direct removal or relocation of a disabled aircraft from location on the airport. The expenses or damages incurred, as a result of removal or relocation of an aircraft shall be at the expense of the aircraft owner. Nothing contained herein is intended to, nor should it be construed to conflict with rules and regulations of the FAA.

(c) Access to aircraft accident/incident scenes is controlled by the Airport Manager or by the designated authority-in-command at the scene.

(d) The Airport Manager is authorized to tow or otherwise direct the relocation of aircraft parked or stored in unauthorized areas. The expenses or damages incurred as a result shall be at the expense of the aircraft owner.

(e) The Airport Manager shall transmit to the appropriate state or federal authority, a copy of an accident or incident report as required by the authority having jurisdiction.

3. AIRCRAFT OPERATIONS-MANDATORY COMPLIANCE OR PROHIBITED ACTIVITY.

(a) A qualified pilot or mechanic shall be in the cockpit and at the controls of the aircraft when an aircraft engine is operating.

(b) Aircraft are prohibited from taxiing into or out of a hangar when engaged in actual aircraft engine power.

(c) Aircraft shall be towed, pushed by approved tow bars, or maneuvered by hand into and out of

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hangars.

(d) Aircraft repair and maintenance (see Definitions, Aircraft Maintenance) shall be performed only in designated areas.

(e) Operating aircraft engines inside a hangar designated for storage use only is prohibited.

(f) Aircraft shall be parked, serviced, loaded and unloaded at parking locations or passenger terminal gates/areas designed and designated for such aircraft use.

(g) Derelict or non-airworthy aircraft may be parked in designated storage areas or removed from the airport as determined by the Airport Manager.

(h) Aircraft weighing in excess of the structural strength of the runway, taxiway and apron load-bearing capacity is prohibited unless otherwise approved by the Airport Manager or a designee. In general terms, single wheel gear configuration aircraft up to 25,000 lbs. and dual wheel configuration aircraft up to 34,000 lbs. are considered the design vehicles allowed on with no restrictions. Heavier aircraft will require an individual assessment by the Airport Manager per aircraft.

(i) Aircraft home-based at the airport requires a written agreement with the City or FBO so stating the home-based status, compliance with aircraft parking fees and specifically identifying the aircraft type and "N" number.

(j) The City Airport Manager may delay or restrict the flight or other operations of an aircraft at the Airport for justifiable reasons, as it deems appropriate.

(k) No fixed wing aircraft with an empty weight of greater than 254 pounds shall be operated on the Airport unless equipped with a tail, or nose wheel and wheel brakes. Fixed wing aircraft with an empty weight of greater than 254 pounds with skids shall not use the Airport without the express written permission of the City.

(l) Aircraft and pilots shall comply with applicable FAR's, including but not limited to Part 61 and Part 91.

(m) The operator of an aircraft shall be responsible for checking NOTAM's affecting the Airport. Failure to check for NOTAM's shall not constitute a means of relief from compliance.

4. AIRCRAFT PARKING

(a) Aircraft shall be parked only upon designated areas as prescribed by the Airport Manager or the Fixed Base Operator.

(b) No aircraft shall be left unattended unless it is properly secured. Securing aircraft is the sole responsibility of the pilot in command of the aircraft. The City will not assume liability for the parking or securing of an aircraft upon Airport property.

(c) An aircraft owner and/or pilot in command using ramp tie-downs shall be responsible for checking said tie-downs for faulty or defective conditions before an aircraft is secured. Faulty tie-downs shall be reported to the Airport Manager as soon as practical.

5. UNIQUE SITUATIONS AND SPECIAL EVENTS

(a) Special Events include, but are not limited to, Airshows and Fly-In Meets. These special events

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require written approval by the Airport Manager, and insurance policy(s) naming the City and the FBO as additional insureds (when deemed applicable). The sponsor and/or producer of a special event shall acquire liability insurance for the event and identify the City and the FBO as a "named insured" for the event.

(b) Special Events require written authorization by the Airport Manager or a designee, in the initial planning stage of such an event. A minimum of four (4) weeks advance written notice to the Airport Manager is required prior to the proposed date of a special event. The proposed event shall be suitable and compatible with the policies of the City and Airport Rules & Regulations. The City reserves the right to approve or deny authorization to conduct a Special Event upon Airport property. Failure of a sponsor of a proposed Special Event to meet the minimum requirements as identified in this Section will result in denial of the event.

(c) Approval of a Special Event request requires a letter of authorization issued by the City or the Airport Manager. It shall be the responsibility of the sponsor to acquire necessary approvals from the Federal Aviation Administration and the State of Illinois Division of Aeronautics as may be required by the respective agencies.

(d) Special events for which a fee is charged by the sponsor for admission shall be coordinated with the Airport Manager prior to the approval of the special event. The City reserves the right to agree upon the terms and fee structure of the special event and the percentage of gate or fixed fees to be paid to the City to offset overhead costs incurred by the City.

6. MANDATORY COMPLIANCE BY SPECIAL EVENT SPONSOR.

(a) The City reserves the right to require the sponsor, at the sponsor's expense, to acquire the services of law enforcement, security personnel and/or fire, ambulance, first aid or other necessary personnel and equipment as deemed appropriate by the City, to serve the needs of the event unless otherwise agreed upon.

(b) The sponsor shall prepare and present to the Airport Manager an "adverse weather" plan for the event.

(c) The sponsor shall make arrangements, at their own expense, for towing, refuse removal, clean-up of grounds and facilities, restroom facilities and restoration of Airport property to the same or better condition as it existed prior to the special event.

(d) The special event shall be planned to accommodate the normal ingress, egress and parking of motor vehicles for persons involved in passenger carrier flights, general aviation users of the Airport, or other business activities normally conducted at the Airport.

(e) Airport runways and/or landside closure shall be coordinated in advance with the Airport Manager and tenants of the Airport.

(f) A special event that involves aerobatic maneuvers by aircraft shall be coordinated with the Airport Manager and the local Flight Standards District Office of the Federal Aviation Administration. Aerial activities that are not of a routine nature for the Airport shall require the sponsor to designate and employ the services of an "air boss" experienced in the type of event to be held. The "air boss" shall be approved by the Federal Aviation Administration.

(g) Failure of the event sponsor to adequately perform clean up of the Airport after closure of an event shall be responsible for all costs incurred by the City to restore the Airport to an acceptable condition.

7. MANDATORY COMPLIANCE BY OWNERS/OPERATORS OF SPECIALIZED AERONAUTICAL EQUIPMENT.

(a) Prior to operating specialized aeronautical equipment, such as powered parachutes or parachute drops, the owner/operator of the specialized aeronautical equipment shall obtain approval in writing from the Airport Manager.

(b) The Airport Manager is authorized to limit or deny the launching, testing, high-speed taxi or parachute landing to/from specific sites on the Airport. Those sites may be runways, portions of runways, taxiways, clear zones or other Airport property. Specific site location may also be limited or denied by designated time of day use or other circumstances or events affecting the Airport.

(c) Proof of liability insurance in an amount acceptable to the City is required and shall name the City as an additional insured.

(d) It shall be the responsibility of the owner/operator of specialized aeronautical equipment to provide sufficient advance notice of a request to operate such equipment at or upon the Airport.

53.11 NIGHT TIME RESTRICTIONS AND NOISE ABATEMENT.

a) MANDATORY COMPLIANCE BY PILOTS.

1. Between the hours of 10:00 p.m. and 6:00 a.m., no aircraft engine run-ups shall be performed except for run-ups required in preparation for aircraft takeoff or as authorized through an FBO or LFBO agreement.

2. Aircraft run-ups are strictly prohibited on the aircraft parking aprons adjacent to the airport passenger terminal area/administration building.

3. Touch and go landings are prohibited between the hours of 10:00 p.m. and 6:00 a.m.

4. If weather conditions permit, the primary runway for noise abatement and nighttime operations is runway 2/20.

5. In addition to complying with Federal Aviation Administration regulations for minimum altitude overflights, pilots shall avoid overflight below 300 feet AGL over the town of Cortland except when on final approach to Runway 27.

6. Pilots are expected to use sound judgement and perform flight procedures that result in minimum noise and avoidance of low altitude maneuvers while conducting flight in the airport traffic area. Optimum power settings and maximum altitudes shall be maintained consistent with safety.

7. Aircraft shall use left traffic patterns, as defined in the Federal Aviation Regulation manual, Part 1 and Part 91.

8. Aircraft landing at the DeKalb Taylor Municipal Airport shall, unless otherwise required by the applicable distance from clouds criteria, enter the Airport traffic pattern area at an altitude of at least 1700 feet MSL and maintain that altitude until further descent is required for a safe landing.

9. Aircraft departing from the DeKalb Taylor Municipal Airport shall, unless otherwise required by the departure procedure or the applicable distance from clouds criteria, climb to an altitude of 1900 feet MSL as rapidly as practical.

10. Fixed-wing aircraft shall land and depart on runways only.

53.12 TENANT OPERATIONS.

a) Tenants shall be responsible for compliance with the Airport Rules and Regulations and the provisions of this ordinance. Tenants are further responsible for ensuring that tenant guests, employees, or agents thereof, understand and are able to comply with the Airport Rules and Regulations sufficiently to adhere to minimum safety practices while on Airport property in and around the Airport Operations Area.

b) Tenants shall be responsible for damage to premises, equipment, or injury to persons, including death, resulting from the negligence of tenant upon the Airport.

c) No property, other than aircraft or equipment reasonably necessary to use therewith shall be stored in a hangar, unless otherwise approved by the Airport Manager. Hangars shall be used solely for the purpose of storing aircraft and those aviation and routine maintenance items incidental to the storage of aircraft.

d) Tenants shall extinguish all lights and disconnect electrical appliances (except engine block heaters during cold climate conditions) when not in use or when hangar is vacated. Tenants shall close and secure doors to their hangar space when terminating occupancy of the hangar.

e) The storage of waste oil, gasoline or other flammable materials in a hangar space is strictly prohibited.

f) Tenants shall keep hangar, shop, offices, other buildings, structures, and areas adjacent thereto free of waste material, rubbish, junk, landscaping litter and flammable material. The disposal of refuse, furniture, appliances, or other similar materials at the Airport, which are generated other than from use upon the Airport, is strictly prohibited.

g) Structural, decorative, electrical, HVAC, plumbing or land drainage changes or alterations to a building, structure, ramp, or other Airport property require prior written approval of the Airport Manager and such changes or alterations shall comply with locally-adopted building codes.

h) Tenants shall be responsible for reimbursing the Owner for the cost of the initial purchase, recertification and maintenance of one (1) 3A40BC fire extinguisher within their assigned hangar space. The fire extinguisher shall be of the rechargeable type and certified by an approved agency on an annual basis. Owner shall be responsible for ordering and installing required extinguisher inclusive of scheduling the annual recertification of the extinguisher. Reimbursement of fire extinguisher fees shall be submitted to the Owner at the time of the next rent payment following the month in which services were provided. Upon reimbursement for the cost incurred the Owner, the fire extinguisher becomes the property of the tenant.

i) The City reserves the right to inspect hangar, structure or building located upon the Airport property. A minimum twenty-four (24) hour notice will be provided to tenants for purposes of conducting a minimum of one (1) annual safety inspection, except when a suspected or known life safety/fire safety threat exists.

j) Tenants are strictly prohibited from subleasing or subletting, or assigning a lease agreement, for Airport premises or real estate owned by the City, without prior written approval by the City.

k) Leases and subleases for Airport property shall be approved by the City before they become effective and enforceable.

53.13 GENERAL RADIO CONTACT.

a) Inbound aircraft should report their position on the published UNICOM frequency prior to entering the Airport Traffic Area.

- b) Departing aircraft should report their intentions prior to take off, on the published UNICOM frequency.
- c) Aircraft should advise taxi intentions on the published UNICOM frequency prior to departing the aircraft parking area.
- d) Snow removal equipment operators should monitor aircraft traffic on the published UNICOM frequency and will advise pilots of current Airport snow removal conditions when such operations are actively being performed. Snow removal equipment operators shall remove equipment as quickly and as safely as possible from the active runway(s) yielding the right of way to aircraft as soon as practical.

53.14 TAXIING.

- a) No operator shall start or taxi an aircraft until it is clearly established that there will be no danger of collision with persons, equipment or objects.
- b) No aircraft shall be operated in a careless or reckless manner. Taxiing shall be conducted at a safe and reasonable speed and in a safe and reasonable manner.
- c) Operators shall not taxi onto or across a runway without having first visually checked for other aircraft operating in the area.
- d) Aircraft shall be taxied in accordance with prescribed taxiing patterns at all times.
- e) Aircraft shall not be taxied on the paved areas adjacent to the runway designated by a diagonal yellow stripe.

53.18 BUSINESS/COMMERCIAL MINIMUM STANDARDS.

- a) The City of DeKalb hereby approves and adopts the DeKalb Taylor Municipal Airport Minimum Standards document. These Minimum Standards may be revised, from time to time, upon recommendation of the Airport Advisory Board and/or the Airport Manager, by administrative action of the City Manager. Such revisions shall be published in pamphlet form and placed upon the City of DeKalb website. Said Minimum Standards document is available for review at the office of the Airport Manager or is available on the City of DeKalb website. (07-32)

53.19 EXECUTION OF CERTAIN AIRPORT AGREEMENTS AUTHORIZED (12-66)

- a) The City Manager is hereby authorized and empowered to execute lease agreements for all or any portion of a building owned or operated by the City of DeKalb or otherwise under City control, for a term of not more than five years (including all extensions and option periods that do not require City Council approval).
- b) The City Manager is further empowered to execute renewals, extensions or termination of Special Aviation Service Operation (SASO) agreements that are presently in place, for a term of not more than five years (including all extensions and option periods that do not require City Council approval), with all new SASO agreements requiring City Council approval.
- c) The City Manager is authorized to execute termination agreements or agreements that otherwise limit the term or scope of any lease agreement or SASO then currently in place at the Airport.
- d) Notwithstanding the foregoing provisions, the City Manager shall be under no obligation to execute any Airport Agreement authorized or contemplated herein, and shall be authorized to refuse to execute any such agreement and/or require such agreement to be reviewed and approved by the Airport Advisory Board and/or the

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City Council, as he shall determine to be appropriate. (12-66)

53.23 REVISIONS.

The City of DeKalb reserves the right to revise these Rules and Regulations, make changes or waive said Rules and Regulations, without prior notice to the general public.

53.24 SEPARABILITY OF PROVISIONS.

Each section, paragraph, sentence, clause and provision of this code is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this chapter nor any part hereof, other than the part affected by such decision.

(Chapter 53 revised in its entirety by Ord. 99-53)