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Section II

Minimum Standards, Rules And Regulations
For
Airport Users

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Purpose Statement

The guidelines contained in the Rules and Regulations section of the Airport's Minimum Standards are intended to ensure the safe and efficient operation of the Front Range Airport.

The Rules and Regulations provide a guiding document to maintain a safe, secure and compliant Airport environment for the benefit of its users and investors.

In addition the Rules and Regulations give clear guidance of Airport areas, to which the general public is not allowed free access, for reasons of safety and interference with Airport operations, and distinguish those areas, to which the public has unrestricted rights and access (i.e. Airport roads, public-parking areas, public terminals, etc.).

The Rules and Regulations work in conjunction with the laws of the State of Colorado, The County of Adams, Environmental Protection Agency, and the Bennett Fire Department.

The Rules and Regulations will be updated as conditions change and will be reviewed on an annual basis.

The following are guiding documents that the Airport and Airport users are required to comply with and in certain line items; they are noted in the Rules and Regulations:

Storm Water Management Plan (SWMP)(Nov. 2002)

Spill Prevention Control and Countermeasure Plan (SPCC)(May 2003)

Development Policy and Application Procedures (Oct. 1999)

National Fire Protection Association (NFPA)

Uniform Building Code (UBC)(1997)

Uniform Plumbing Code (UPC)(1997)

Uniform Mechanical Code (UMC)(1997)

Noise Sensitive Areas

Snow Removal Plan

Minimum Standards for Commercial Aeronautical Activities

Designated Parking Drawing

The documents above are available for review at the Airport Terminal Building.

Note: As of this draft date, some above documents are on order.

100 GENERAL PROVISIONS

- 100.1 These Rules and Regulations are promulgated under the Colorado Revised Statutes, which specifically grant the Airport Authorities the power to “Provide Rules and Regulations governing the use of such airports and facilities”.
- 100.2 Amendments, additions, deletions, or corrections to these Rules and Regulations may be initiated by the Front Range Airport Authority, as conditions warrant.
- 100.3 These Rules and Regulations supersede and cancel all previous Rules and Regulations of the Authority.
- 100.4 Airport Authority personnel and designated representatives are authorized to enforce these regulations.
- 100.5 All persons entering or using the Airport property shall be governed by these Rules and Regulations.
- 100.6 A violation of these regulations may result in revocation of ramp access privileges, termination of lease agreements, denial of use of Airport, and/or prosecution under applicable Colorado State Law.
- 100.7 Any person denied use of the Airport due to violation of the regulations may only use the Airport for the purpose of enplaning or deplaning aircraft using the Airport.
- 100.8 Words of any gender used in these regulations include any other gender, and words in the singular shall be held to include the plural, unless the context requires otherwise.
- 100.9 Voiding of any particular Rule or Regulation contained herein shall not affect the validity of the remainder of these regulations.

200 DEFINITIONS

- 200.1 Abandoned Vehicle-Any vehicle, which has remained stationary on the Airport in excess of 72 hours and is in a condition that would render the vehicle un-drivable.
- 200.2 Airport Operations Areas (AOA)-Any area of the Airport used or intended to be used for landing, taking off, or surface maneuvering of aircraft.

- 200.3 Aircraft-Any contrivance, now known or hereafter invented, used or designed for navigation of flight in the air.
- 200.4 Airport-All land within the legal boundaries of Front Range Airport owned or leased by the Front Range Airport Authority.
- 200.5 Authority-The Front Range Airport Authority formed pursuant to Article 3, Title 41 of the Colorado Revised Statutes (1984), and its staff or authorized representatives.
- 200.6 Commercial Aeronautical Activity-Any operations which relate to the operation of aircraft as prescribed in the Front Range Airport Authority's Minimum Standards for Commercial Aeronautical Activity.
- 200.7 Maintenance-Inspection, overhaul, repair, preservation, and replacement of parts, including preventative maintenance as described in Part 43 of the Federal Aviation Regulations.
- 200.8 Minimum Standards-The Front Range Airport Authority Minimum Standards as amended.
- 200.9 Operator-Any person who is in actual physical control of an aircraft or motor vehicle.
- 200.10 Park-The standing of a vehicle or aircraft, whether occupied or not, otherwise than very briefly for the purpose of and while actually engaged in the loading or unloading of property or passengers.
- 200.11 Restricted Areas-All runways, primary taxiways (A,B,C,D,E), and direct taxiway connectors to the common ramp area.
- Control of vehicles within these areas is under jurisdiction of the Front Range Airport Authority and its representatives.
- 200.12 Run-up-Engine operation above normal idle power for the purposes other than initiating taxi.
- 200.13 Vehicle-Any device which is capable of moving itself, or being moved, from place to place upon wheels, but does not include any device moved by muscular power, or designed to move primarily through the air.
- 200.14 Vehicle Service Road-That portion of the Airport restricted area specifically designated and appropriately marked for the movement of authorized vehicles.

300 AIRCRAFT RULES

- 300.1 All aeronautical activities at the Airport shall conform to the current applicable provisions of the Federal Aviation Administration Regulations and Orders, applicable State Law, and regulations and orders issued by the Authority.
- 300.2 The Authority may deny the use of the Airport to any person in violation of the Airport Minimum Standards and FAA Regulations.
- 300.3 The Authority may prohibit aircraft operations when it is determined that conditions are such that continued operations would be unsafe. The Authority may issue a Notice To Airmen (NOTAM) to close any portion of the Airport, or to terminate or restrict any activity thereon.
- 300.4 Operating an aircraft in a careless, reckless, or negligent manner, that does or is likely to endanger persons or property is prohibited.
- 300.5 Aircraft operators shall obey all pavement markings, signage, and lighted signals. (See footnote 1)
- 300.6 The positioning, starting, or taxiing of any aircraft shall be done in such a manner so as not to cause propeller or jet blast that may result in injury to persons or damage to property.
- 300.7 Aircraft shall not be started or taxied within any structure on the Airport.
- 300.8 Aircraft shall be parked only in those areas designated for such purposes by the Authority and shall be positioned in such a manner so they do not block taxi lanes, obstruct access to hangars, parked aircraft, or vehicles. (See footnote 1)
- 300.9 It is the aircraft operator's responsibility to ensure that the aircraft is secure and is properly tied down or chocked when parked.
- 300.10 Passengers and cargo on the general common ramp area shall be enplaned/deplaned only in areas designated by the Authority or on a tie-down row. Passengers or cargo being enplaned/deplaned in the hangar area shall use caution not to interfere with taxiing aircraft or block other hangars. (See footnote 1)
- 300.11 Run-up of aircraft engines shall be performed only in the areas designated for such purposes by the Authority. Long duration engine run-ups shall be done in

the taxiway run-up areas or as a minimum along the perimeter of the common ramp area. Good neighbor practices should be in force when performing short duration run-ups in the hangar area.

Full throttle, Turbine/Jet engine run-ups shall be done in the taxiway run-up areas, not in the hangar area. (See footnote 1)

- 300.12 Leaving an aircraft unattended with the engine running is prohibited.
- 300.13 Fixed wing aircraft taking off or landing at the Airport shall do so only from designated runways.
- 300.14 Operators shall familiarize themselves with published noise abatement procedures.
- 300.15 No helicopter shall be operated within fifty (50) feet of any aircraft or one hundred (100) feet from any building and shall operate only from areas approved by the Authority. (See footnote2)
- 300.16 Only Aircraft considered airworthy by the FAA shall be allowed to park in the ramp and tie-down area. Temporary permission for parking non-airworthy aircraft may be granted by the Airport Manager.
- 300.17 Abandoning aircraft anywhere on the Airport is prohibited. The Authority may remove abandoned aircraft at the sole expense and risk of the owner.
- 300.18 Minor, daily safety, or operational type aircraft maintenance shall be allowed on the common ramp areas, tie-down areas, and in and around hangar areas as long as it does not block the taxiways for an extended period of time.
- 300.19 Major aircraft maintenance on ramps, in tie-down areas, and hangar area taxiways is prohibited. Airport Management may grant temporary permission for emergency repairs.

Small scale, one at a time aircraft manufacturing, such as home-built and experimental aircraft is permitted provided the process complies with all FAA regulations, Uniform Building Codes, Bennett Fire Department, and other applicable codes and regulations.

- 300.20 Aircraft Maintenance within the hangars shall be limited to that specifically permitted by the FAA and shall conform to the class rating of the building as established by the Uniform Building Codes, and in compliance with the Bennett Fire Department.

Aircraft owners are permitted to perform maintenance, repairs, washing, cleaning and otherwise service their own based aircraft; provided there is no attempt to perform such services on a commercial, for profit basis.

Aircraft owners may hire a qualified individual to provide services for the owner's aircraft, providing this individual is a direct employee of the aircraft owner, or on occasion, an independent contractor. However independent contractors operating on the Airport on a continual basis will be required to conform to the Airports Minimum Standards for Commercial Aeronautical Activities.

300.21 Aircraft paint stripping, doping, refinishing, and painting shall be performed only in hangars approved for that activity by appropriate County, State and Federal agencies. The EPA, Uniform Building Codes, and the NFPA/Bennett Fire Department all have established requirements that must be followed.

300.22 All washing of aircraft shall be from a metered water source. Washing of the exterior of the aircraft is permitted as allowed by the Airport's Storm Water Management Plan. Only biodegradable, phosphate-free detergents are allowed. Solvents and thinners shall not be allowed for degreasing of engines and components in outdoor washing sites.

Degreasing of engines and components shall be allowed in buildings protected by a water/oil separator. Environmentally friendly degreasers are required.

As an alternative, the run-off debris from degreasing of engines and components can be collected using environmental absorption products. However, no run-off can be allowed to contaminate the ground area. The absorption products used for this purpose cannot be disposed of in the general trash. These items must be placed in containers and transported to a hazardous waste collection site. Environmentally friendly degreasers are required.

300.23 The operator or owner of an aircraft involved in an accident on the Airport resulting in any injury to person or damage to property shall notify the Authority immediately. In case of injury or fire contact the 911 system.

300.24 An aircraft involved in an accident on the Airport may not be removed from the accident site until authorized by Airport Management who shall receive removal authorization from the FAA Flight Standards District Office and/or NTSB when applicable.

- 300.25 Once authorization for removal of a disabled aircraft has been issued, the owner/operator shall make immediate arrangements to have the aircraft moved.

If removal is not initiated within a reasonable amount of time, the Authority may have the aircraft removed at the owner's risk and expense.

400 MOTOR VEHICLE TRAFFIC

- 400.1 All motor vehicle operators shall be licensed and shall operate licensed motor vehicles on the Airport in a safe manner and shall comply fully with the State of Colorado Motor Vehicle Laws, as amended, and with all Airport Regulations and instructions issued by representatives of the Authority or law enforcement personnel.

- 400.2 Non-licensed, but motorized vehicles, operating off of the Airport roads but within the Airport hangar and ramp areas, shall also comply with all applicable Rules and Regulations. Non-licensed motor vehicles must be operated by a licensed driver or a certificated pilot.

All vehicle operations on the Airport hangar and ramp areas must be conducted in a careful and prudent manner so as not to endanger the life, limb, or property of another person. All motor vehicles must remain on the asphalt surface.

- 400.3 Specific vehicle usage on the Airport hangar and ramp areas:

Motor homes, travel trailers, multi-purpose trailers shall not be parked in aircraft taxiways or in a manner to impede aircraft traffic. In addition, they shall not be parked outside, overnight, or for a long duration. Temporary, special occasion permission by Airport Management may be granted.

Go-carts are not permitted on the Airport.

Motorcycles, mini bikes, highway approved scooters, 3 & 4-wheelers are permitted but must comply with the rules as stated above.

Golf carts are permitted but must comply with the rules as stated above.

Motorized, non-conventional means of transportation such as motorized skates, motorized skateboards, and motorized mini-scooters are not

recommended in the hangar or ramp areas, as they are hard to see and pose a risk of injury to the operator.

Bicycles are permitted and must be operated in a safe and prudent manner.

Persons wanting to operate other modes of transportation that may not have been covered by the line items above need to check with the Airport for permission to operate on the Airport.

- 400.4 Only authorized vehicles are permitted in the runway/taxiway system restricted area, unless express permission is granted and/or escorted by Airport Management.
- 400.5 All vehicle operators are required to obey the posted regulatory signs and all instructions or directives of the Authority. (See footnote 1)
- 400.6 Except for authorized emergency vehicles, the maximum allowable speed on the Airport is 15 miles per hour.
- 400.7 Vehicle operators will utilize designated vehicle service roads where available.
- 400.8 No vehicle shall operate in close proximity to an aircraft so as to present a hazard or to interfere with the safe operation of the aircraft.
- 400.9 Operating vehicles in non-paved areas is not recommended. Vehicle owners shall be liable for any clean up charges associated with the tracking of dirt, mud and debris onto the paved surfaces
- 400.10 Aircraft shall have the right of way at all times in all locations.
- 400.11 Vehicles shall give way to pedestrians and emergency equipment at all times.
- 400.12 Vehicles shall not pass a taxiing aircraft.
- 400.13 Vehicles may not park in tie-down areas, except for loading and unloading of aircraft.
- 400.14 Parked vehicles shall not interfere or block aircraft taxi lanes or block access to any neighboring hangar. Parking in non-paved areas within the general hangar complex is not recommended. Vehicle owners shall be liable for any clean up charges associated with the tracking of dirt, mud and debris onto the paved surfaces

- 400.15 Abandoning vehicles on the Airport is prohibited. Displaying vehicles for sale on a continual basis on Airport is prohibited.
- 400.16 A person operating a motor vehicle on the Airport who is involved in an accident resulting in injury to any person or damage to any property, shall stop the vehicle at the scene or as close as possible without unnecessarily obstructing traffic, notify the Airport and remain at the scene until a full report is taken by the Airport and/or law enforcement personnel.
- 400.17 Vehicles in violation of any vehicle regulation may be towed by Airport Management at the owner's risk and expense.
- 400.18 Taxicabs and limousines may deliver customers to the Airport or pick up customers from the Airport if specifically requested to do so by persons requesting the service. Taxicabs and limousines may not solicit customers on the Airport unless authorized by Airport Management.
- 400.19 Only rental car companies and shuttle bus services that have received authorization from the Authority may conduct business on the Airport.

500 PERSONAL CONDUCT

- 500.1 Destroying, injuring, defacing, disturbing, removing, or tampering with any man-made or natural Airport property is prohibited. Any person who causes damage to Airport property shall be liable for such damage.
- 500.2 Written advertisements and handbills may be posted or distributed only with the prior authorization of Airport Management.
- 500.3 The posting or distributing of handbills or written advertisements on aircraft or vehicles is prohibited.
- 500.4 Picketing and demonstrations anywhere on the Airport are prohibited.
- 500.5 Neither persons under the influence of illegal drugs nor intoxicated persons are allowed on the Airport.
- 500.6 The setting up of any permanent type residence is prohibited in any Airport building and on Airport grounds. The Airport is not a residential community and thus the Zoning requirements are not in place to allow for this type of building use. Temporary, occasional permission may be granted by Airport Management for very limited, overnight accommodations.
- 500.7 No person shall commit any disorderly, indecent, lewd, or unlawful act or commit any nuisance on the Airport.

- 500.8 No person shall litter any area of the Airport, and each person shall ensure that all trash and refuse are properly disposed of in the appropriate container.
- 500.9 Consumption of intoxicating liquors is prohibited in the Airport-owned buildings and vehicle parking areas. The Airport may grant permission for special occasions, potential restaurateurs, and special events provided they obtain the proper permits and all Federal, State, and Local laws and regulations are followed. Consumption of intoxicating liquors in leased buildings, hangar buildings, and all other Airport areas shall be under the Federal, State, and Local laws and regulations.
- 500.10 Interference with the safe operation of any aircraft landing at, taking off from, or operating on the Airport is prohibited.
- 500.11 Domestic pets:
- Special needs, service and assist dogs are permitted on the Airport and the Airport-owned buildings, but must be properly leashed.
- All domestic pets, while on Airport grounds, must be restrained by leash or kept secured in a confined area. Pets shall not be allowed to run free.
- Pets shall not be allowed in the public areas of any Airport owned building and shall not be tied up to any Airport owned building and left unsupervised.
- 500.12 Hunting and trapping on the Airport is prohibited.
- 500.13 Horseback riding on the Airport is prohibited.
- 500.14 Articles found in public areas at the Airport shall be turned in to the Airport office. Articles unclaimed by the proper owner within 30 days may be turned over to the finders thereof or otherwise legally disposed of.
- 500.15 No person shall make, possess, use, offer for sale, pass or deliver any forged or falsely altered pass, permit, identification, card, sign, or other authorization purporting to be issued by or on behalf of the Authority.
- 500.16 Illegal gambling and bet making in any form on the Airport is prohibited.
- 500.17 All signs installed on the Airport must meet the specifications as listed in the Sign Code section of the Development Policy and Procedures and must be approved in writing by the Authority. (See footnote 1)

- 500.18 Persons shall not enter any restricted area without prior authorization of the Authority.
- 500.19 Tampering or interfering with any lock, closing mechanism or breaching any other device is prohibited except under emergency situations.
- 500.20 Discharge of any weapon on the Airport except in the performance of official duties or in lawful defense of life or property is prohibited.
- 500.21 Persons entering the Airport or any non-public area of the Airport are required to produce identification when asked to do so by the Authority.

600 CONSTRUCTION ON AIRPORT

- 600.1 Any construction or alteration taking place on Airport property shall be performed in compliance with the Airport Authority Development Guidelines and must be authorized by the Authority.

700 COMMERCIAL AERONAUTICAL ACTIVITIES

- 700.1 All commercial aeronautical activities performed on the Airport must be approved under the Minimum Standards for Commercial Aeronautical Activities.

800 FIRE/STORAGE/DISPOSAL REGULATIONS

- 800.1 All persons, companies, and agencies engaged in any activity on the Airport, whether occupying Airport owned buildings or otherwise, shall comply with the Bennett Fire Department Regulations and shall comply with the provisions of all fire code and practices recommended by the National Board of Fire Underwriters and NFPA, unless otherwise directed by the Authority to deviate from same.
- 800.2 All directives issued by the Authority or other authorized official regarding the removal of fire hazards, arrangement and modification of equipment, or altering operating procedures considered unsafe from a fire prevention standpoint, shall be complied with.
- 800.3 All persons using the Airport or the facilities of the Airport in any way shall exercise the utmost care to guard against fire and injury to persons or property.
- 800.4 The use and storage of all flammables, hazardous liquids and materials shall be in compliance with the State of Colorado Revised Statutes, the Uniform Fire Code, the Spill Prevention Control and Countermeasure Plan, and the Authority's Storm Water Management Plan.

- 800.5 Operations such as welding, torching, gas cutting etc. shall be allowed only in structures approved for such activities by the Uniform Building Codes and the Bennett Fire Department.
- 800.6 The placement of any outside storage container, locker, structure, or bin on the Airport must be approved by Airport Management.
- 800.7 Lubricating oils and hazardous liquids shall be disposed of in a manner compatible with the Airport's Storm Water Management Plan, the Uniform Fire Code, EPA, and all Federal, State, and local laws and regulations.
- 800.8 No fuels, oils, dopes, paints, solvents, acids, or any other hazardous liquids shall be disposed of or dumped in drains, on ramp areas, catch basins, trash containers, ditches or elsewhere on the Airport
- 800.9 The storage of waste materials and trash on the Airport is prohibited unless it is placed in suitable receptacles with functioning covers.
- 800.10 Smoking or any open flame is prohibited within 50 feet of any fuel storage area or any aircraft being fueled or de-fueled.
- 800.11 Hangar floors shall be kept free from the accumulation of oil, grease, flammable liquids, rags, or other waste materials.
- 800.12 Drip pans shall be placed under aircraft leaking fluids. These pans shall be maintained so as not to accumulate large amounts of fluids. Fluids shall be disposed properly based on Local, State and Federal regulations.
- 800.13 Any person(s) who experiences overflowing or spilling of oil, grease, fuel, or similar material anywhere on the Airport is responsible for the immediate clean-up of the spill and notification of the Airport. Failure to clean the area may result in the Airport providing the clean up at the expense of the responsible party.

In an effort to help expedite cleanup, the Airport has spill kits available. Kit and disposal expense will be the responsibility of the spill generator. Procedures are listed in the Airport's Spill Prevention Control and Countermeasure Plan.

- 800.14 All empty oil, paint, and varnish cans, bottles, or other containers shall be removed from the premises in a timely manner and shall not remain on the floor, wall stringers, or overhead storage areas of the hangars, shops, or other buildings.

- 800.15 No large amounts of rubbish posing a fire or environmental concern of any kind shall be permitted to be stored in or about the hangars.
- 800.16 All heating equipment and fuel burning appliances installed on the Airport shall comply with the requirements of Adams County, the Uniform Fire Code, National Board of Fire Underwriters, and the Bennett Fire Department.
- 800.17 Upon a minimum 24-hour prior notification, all hangars, buildings, and structures of any type on Airport grounds shall be subject to periodic inspections by Airport Management for all Federal, State, and Local compliance requirements.

900 FUELING OPERATIONS

- 900.1 Fueling of aircraft on the Airport shall be performed only by those companies or individuals that have received authorization from the Airport to do so and shall comply with all orders, procedures, and standards set forth by the Airport.

Self-fueling at the Airport self-fueling tank, located just West of the Terminal Building on the main ramp, is allowed.

Self-fueling of non-aviation fuel aircraft shall be permitted with written permission from Airport Management. Storage of this type of fuel in any Airport structure or on Airport land shall require written permission and if allowed must be stored according to the Uniform Building Codes and the Bennett Fire Department. If the self-fueler is using small containers to transfer fuel to the aircraft, the Airport will require the fueler to have the container marked as to what fuel is in the container. At all times, an adequate fire extinguisher shall be at the refueling site.

- 900.2 All fueling operations on the Airport shall be in accordance with the directives of the Bennett Fire Department, the Uniform Fire Code, and the applicable sections of the Federal Aviation Regulations.
- 900.3 No aircraft shall be fueled while an engine is running unless prior authorization has been received from Airport Management.
- 900.4 Fueling or de-fueling operations shall be conducted with adequate fire extinguishers immediately available. All extinguishers shall be inspected and certified as required by law.
- 900.5 Starting an aircraft when there is any flammable liquid posing a fire hazard on the aircraft or on the ground in the immediate vicinity of the aircraft is prohibited.

- 900.6 No aircraft shall be fueled or de-fueled during an electrical storm that is within close proximity of the Airport.
- 900.7 During fueling or de-fueling, when ground points are available, the aircraft and the dispensing apparatus shall both be grounded.
- 900.8 Operators of fuel-dispensing vehicles shall not operate the vehicles in reverse anywhere on the Airport unless an attendant is present outside the vehicle to assist.
- 900.9 No aircraft shall be fueled or de-fueled while passengers are on board unless a passenger loading ramp is in place at the cabin door, the door is in the open position, and an attendant is present at or near the door. If an incapacitated patient is on board during fueling operations, trained Airport personnel and/or Bennett Fire Department personnel must be standing by.
- 900.10 Persons engaged in the fueling of aircraft shall exercise care to prevent overflow of fuel and shall be responsible for the immediate cleanup if spillage should occur.

Footnotes:

1. 1. The Airport will begin a complete signage study, both airside and land side, by year end 2003 and expect to complete 1st to 2nd quarter 2004.
2. 2. The Airport is planning to mark out specific helicopter landing/departure zones, and to publish updated local (FTG) helicopter procedures.