



**Safford
Regional Airport**

Rules and Regulations

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Safford Regional Airport

Rules and Regulations

Prepared for:

City of Safford

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Article 1: Definitions

The following words and phrases, whenever used in these Rules and Regulations, shall be construed as defined in this article unless from the context a different meaning is intended, or unless a different meaning is specifically defined and more particularly ascribed to the use of such words or phrases. All definitions contained in 49 U.S.C. § 40101 *et seq.* (previously known as the Federal Aviation Act of 1958, hereinafter cited as the "FAA Act"), and all amendments thereto shall be considered as included herein; and all definitions shall be interpreted on the basis and intention of the FAA Act and amendments thereto unless from the context a different meaning is intended, or unless a different meaning is specifically defined or more particularly ascribed to the use of such words or phrases.

Abandon: As applied to property left at the airport, means that it has been left on airport property or the property of another without consent of the City of Safford for thirty (30) days without the owner moving or claiming it. Such property shall be impounded.

Accident: A collision or other contact between any part of an aircraft or a vehicle, person, stationary object or other thing which results in property damage, personal injury, or death; or an entry into or emerging from a moving aircraft or vehicle by a person which results in personal injury or death to such person or some other person or which results in property damage.

Advisory Circular: FAA publications that outline and describe recommended standards and procedures for numerous aviation entities.

Aeronautical Activity: Any activity that involves, makes possible, or is required for the operation of aircraft or that contributes to or is required for the safety of such operations. Activities within this definition, commonly conducted on airports, include, but are not limited to, the following: general and corporate aviation, air taxi and charter operations, scheduled and nonscheduled air carrier operations, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, aircraft sales and services, aircraft storage, sale of aviation petroleum products, repair and maintenance of aircraft, sale of aircraft parts, parachute or ultralight activities, and any other activities that, because of their direct relationship to the operation of aircraft, can appropriately be regarded as aeronautical activities. Activities, such as model aircraft and model rocket operations, are not aeronautical activities.

Aircraft Accident: An occurrence associated with the operation of an aircraft which takes place between the time any person boards the aircraft with the intention of flight and the time when all such persons have disembarked, and in which any person suffers death or serious injury, or in which the aircraft receives substantial damage.

Aeronautical business permit: Administrative approval issued by the City of Safford to a person to conduct commercial aeronautical activity and provide such services to based and transient aircraft on the airport.

Air Traffic: Aircraft in operation anywhere in the airspace and on that area of the airport normally used for the movement of aircraft.

Aircraft: Any device intended to be used, or designed, to navigate or fly in the air.

Aircraft Fuel: All flammable liquids composed of a mixture of selected hydrocarbons expressly manufactured and blended for the purpose of effectively and efficiently operating: (a) an internal combustion engine; or (b) a jet or turbine engine.

Aircraft Maintenance: The repair, adjustment, or inspection of an aircraft by a pilot, owner, or mechanic other than the routine cleaning, upkeep, and servicing of an aircraft in preparation for flight. Minor repairs are characterized as normal, routine annual inspection with attendant maintenance, repair, calibration or adjustment or repair of aircraft and their accessories. Major repairs are characterized as major alterations to the airframe, power plant, propeller and accessories as defined in FAR Part 43.

Aircraft Operation: An aircraft takeoff, landing, touch and go (two operations), low approach and/or missed approach.

Aircraft Parking and Storage Areas: Those hangar and apron locations of the airport designated by the Airport Manager for the parking and storage of aircraft, and such areas of the airport designated for aircraft maintenance, engine run-up, and fueling.

Airport: Shall mean and have reference to all the areas comprising the Safford Regional Airport as now existing, or as the same may hereafter be expanded and developed, and shall include all of its buildings, facilities and appurtenances.

Airport Manager: The duly appointed manager of the Airport or the manager's designee.

Airport Minimum Standards: A separate document adopted and formally approved by the City of Safford within which are detailed provisions outlining the minimum building size, performance, or other standards acceptable by the Airport Authority for a business firm aspiring to do business at the Safford Regional Airport.

Airport Operations Area (AOA): Area of the Airport used or intended to be used for the landing, take off, or surface maneuvering of aircraft. The AOA is divided into two areas: the 'Movement' area and the 'Non-movement' area.

Airport Rules and Regulations: This document which is adopted and formally approved by the City within which are detailed provisions for the safe, orderly, and efficient operation of the Airport.

Airside: The area of the Airport that is either contained within the airport perimeter fence, or which requires access through a building located on or adjacent to airport property, or which requires access through a controlled airport access point.

Apron (also Ramp): Those areas designated by the Airport, both public and private/leased, for the parking or storage of aircraft. These areas are usually restricted areas and involve activities such as enplaning and deplaning passengers, servicing aircraft, and aircraft movements.

Arizona Revised Statutes (A.R.S.): The constitution and laws that govern the state.

Based Aircraft: An aircraft: (1) which the owner physically locates at the airport with no present intention of definite and early removal and with the purpose to remain for an undetermined period; (2) which, whenever absent from the airport, its owner intends to return to the airport for permanent hangaring; and (3) whose presence on the airport is something other than merely transitory in nature.

Based Location: The location on the Airport which is listed as an aircraft's hangar, shade or tie down location as registered with the airport.

Commercial Activity: The conduct of any aspect of a business, concession or service in order to provide goods or services to any person for compensation. An activity is considered commercial activity regardless of whether the business is nonprofit, charitable, or tax-exempt.

Commercial Operator: A person or organization engaged in commercial activity on the Airport.

City Manager: The City Manager of the City of Safford.

Dispose: The transfer of property by its return to owner, sale, conversion or destruction or by any other means of disposal.

Engine Run-Up: The operation of an aircraft engine at power settings in excess of those power settings needed for normal taxiing of the aircraft. Engine run-ups are usually conducted at relatively high-power settings in order to determine the performance of an aircraft engine.

Federal Aviation Administration (FAA): Federal agency tasked with regulatory oversight of safety methods and activities that Airport Management can employ to ensure effective safety-related standards and procedures.

Federal Aviation Regulation (FAR): Regulations prescribed by the FAA governing all aviation activities in the United States, which are written, approved, and published by the FAA. Compliance with FARs is mandatory. In 1996, all references to the FARs were changed to 14 CFR (Title 14 of the Code of Federal Regulations).

Full-Service Fixed Base Operator (FBO): An Entity engaged in the business of providing multiple aeronautical services including Aircraft Fueling, to Aircraft owners, Airport users, and Airport tenants. A Full-Service FBO shall provide aircraft fuel and oil sales and services; passenger, crew, and aircraft ground services support; Airframe and Power Plant Repair services; tie-down; and aircraft parking, as well as, two (2) or more of the following Aeronautical Activities:

- (1) Sale of New Aircraft Parts and Components
- (2) Flight Training and Aircraft Rental
- (3) Aircraft Charter
- (4) Aircraft Hangar Storage
- (5) Sale of New and Used Aircraft
- (6) Aircraft Refurbishing and or Painting
- (7) Avionics Repairs and Sales

Fuel: Any substance (solid, liquid, or gas) used to operate any engine in aircraft, vehicles, or equipment.

Fuel Handling: The transportation, delivery, fueling, and draining of fuel or fuel waste products, and the fueling of aircraft.

Fuel Storage Area: Any portion of the airport designated temporarily or permanently by the City of Safford as an area in which gasoline or any other type of fuel in tanks or containers having 55 gallons or greater capacity may be stored or loaded.

General Aviation: All categories and types of aviation/aircraft in the U.S. except for certified air carriers (under FAR Part 121 or Part 129) and Part 129 Foreign Air Carriers and Department of Defense military aircraft.

Hazardous Material: Any hazardous or toxic substance, waste or material:

- (1) The presence of which requires investigation, removal and/or remediation under any federal, state or local statute, regulation, ordinance, order, action, policy or common law;
- (2) Which is or becomes subject to regulation under any federal, state or local statute, regulation, rule or ordinance or amendments thereto including, without limitation, the Arizona Hazardous Waste Management Act, A.R.S. § 49-901, *et seq.*, the Resource Conservation and Recovery Act, 42 U.S.C. § 6901, *et seq.*, the Toxic Substances Control Act, 15 U.S.C. § 2601, *et seq.*, and the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601 *et seq.*);
- (3) Which is toxic, explosive, corrosive, flammable, infectious, radioactive, carcinogenic, mutagenic, teratogenic, or otherwise hazardous, and is or becomes regulated by any governmental authority, agency, department, commission, board, agency or instrumentality of the United States, the State of Arizona or any political subdivision thereof.

Improvements: Any item constructed, installed, or placed on, under, or above any land on the Airport. Examples include buildings, structures, facilities, pavement, fencing, gates, and landscaping, etc.

Incident: An occurrence other than an Aircraft Accident, associated with the operation of an Aircraft, which affects or could affect the safety of operations.

Jet Fuel: Fuel commonly utilized to power turbine-engine (turboprop and turbojet) aircraft.

Landside: The general public common use areas of the Airport such as public roadways, parking lots and buildings which are not contained in the airside area.

Large Airplane: An airplane of more than 12,500 pounds maximum certificated takeoff weight.

Leased Premises: The land and/or improvements, used under agreement by an Operator or Tenant for the conduct of the Operator's or Tenant's activities.

Lessee: A Person that has been granted a Lease Agreement or has entered into a Sublease with another Lessee at the Airport.

Local Aircraft Operations: Aircraft operating in the local air traffic pattern; aircraft that are known to be departing for, or arriving from flight in local practice areas located within a 25-mile radius of the airport terminal; or aircraft making simulated instrument approaches or low passes at the airport.

Major Aircraft Alterations and Repair: Major alterations and/or repairs of the parts or of the types listed in 14 C.F.R., Part 43, Appendix A.(a) and A.(b).

Minor Aircraft Repair Services: Servicing aircraft, minor airframe and engine repair services on propeller driven fixed-wing aircraft, and sales of aircraft parts and accessories.

Motor Vehicle: As defined by Arizona Revised Code Title 28, Chapter 1, means any vehicle, machine, truck tractor, trailer or semitrailer that is propelled or drawn by mechanical power and that is used on a public highway in the transportation of passengers or property in the furtherance of a commercial enterprise.

Movement Area: The runways, taxiways and other areas of the Airport that are utilized for the taxiing, air taxiing, takeoff and landing of aircraft.

National Fire Protection Association (NFPA): All codes, standards, rules, and regulations contained in the standards of the National Fire Protection Association, as amended.

National Transportation Safety Board: An independent U.S. government agency responsible for aircraft accident investigation.

Non-Commercial Self-Fueling: The dispensing of fuel into an aircraft by an owner of the aircraft from facilities and equipment that are provided by that owner.

Non-Movement Area: Areas consisting of aircraft loading aprons and aircraft parking areas.

Notice of Violation (NOV): An NOV is a form issued by the Airport Manager or his/her designated personnel for violations of any rules and regulations governing the Airport.

Notice to Airmen (NOTAM): Information issued by the Airport Manager, FAA, or other authorized official advising pilots of temporary changes to published information regarding Airport facilities, conditions, or other items that may affect safe flight.

Operational Areas:

- (1) Landside - Those areas outside of the AOA.
- (2) Airside - Those areas involved in any Aircraft movement or operations, i.e., runways, taxiways, aprons, tie-down areas, hangar areas, etc., also known as the AOA.

Owner of an Aircraft: A person who holds legal title to an aircraft, or any person having exclusive possession of an aircraft pursuant to a written lease for a minimum term of twelve (12) months.

Park (Parking, Parked): To put or leave or let a motor vehicle or aircraft stand or stop in any location whether the operator thereof leaves or remains in such motor vehicle or aircraft when such standing or stopping is not required by traffic controls or conditions beyond the control of the operator. Fuel trucks that are in the process of fueling aircraft are not considered to be parked.

Permission or Permit: Permission granted by the City of Safford.

Permit: A written authorization issued by the City that allows specific activities or the temporary use or occupancy of certain areas or facilities at the Airport.

Person: Any individual, firm, general or limited partnership, corporation, company, limited liability partnership, trust, association, or any trustee, receiver, assignee, or similar representative thereof leasing, subleasing, making application for, or using any land or facility at the Airport.

Preventive Aircraft Maintenance: Simple or minor aircraft preservation operations and the replacement of small standard parts not involving complex assembly operations in accordance with 14 CFR Part 43, Appendix A, paragraph C.

Property: Any item, including currency, that is held for safekeeping or as evidence or found property or that has been abandoned, unclaimed or awarded by the court.

Public Area: Those areas normally used by the general public, including structures and devices such as roadways, sidewalks and terminal facilities that are maintained and kept at the airport for use by the general public.

Rates and Charges: Airport fee structure approved by the City for use of airport infrastructure, facilities, and equipment.

Roadway: Any street or road whether improved or unimproved, within the boundaries of the Airport and set aside or designated for use by vehicles, whether decided or not.

Runway: A defined rectangular surface on an airport prepared or suitable for landing or takeoff of airplanes.

Small Airplane: An airplane of 12,500 pounds or less maximum certificated takeoff weight.

Smoking: Burning or carrying any lighted cigarette, tobacco or any other weed or plant, or placing any burning tobacco, weed or plant in an ashtray or other receptacle and allowing smoke to diffuse into the air.

Specialized Aeronautical Services Operator (SASO): Single-service providers or special fixed-base operators performing less than full services. These types of companies differ from a full-service FBO in that they typically offer only a specialized aeronautical service such as aircraft sales, flight training, aircraft maintenance, or avionics services for example.

Sublease: A lease granted by a franchisee or lessee to another person of all or part of the franchised or leased property.

Taxilane: The portion of the airport apron area, or any other area, used for access between taxiways and aircraft parking and storage areas.

Taxiway: A defined path established for the taxiing of aircraft from one part of the airport to another.

Tenant: Any person entering into a contractual relationship with the City to conduct its business, or a sublessee who has the written approval of the City.

Tie-Down Area: A paved or grass area suitable for the parking and mooring of aircraft wherein suitable tie-down points have been located.

Traffic Pattern: The traffic flow that is prescribed for aircraft landing at, taxiing on, or taking off from the airport.

Transportation Security Administration (TSA): Agency of the United States Department of Homeland Security (DHS) that has authority over the security of transportation systems within, and connecting to the United States.

Vehicle: A device, except aircraft, in, upon, or by which any person or property is or may be propelled or moved, except a device moved by human power.

Vehicle Parking Area: Any portion of the airport designated and made available temporarily or permanently for the parking of vehicles.

Article 2. Purpose and Application

Section 2.1 Purpose

The purpose of these Rules and Regulations is to protect the public health, safety, interest, and general welfare of the operators, lessees, sublessees, permittees, and users of the Safford Regional Airport (Airport), and to restrict or prevent any activity or action which would interfere with the safe, orderly, and efficient use of the Airport.

Section 2.2 Authority

All persons on any part of the property comprising the Airport shall be governed by these Rules and Regulations and by other directives of the City of Safford, with authority delegated to the Airport Manager or his/her designee relative to the use or occupation of any part of the property comprising the Airport. Permission granted to any person by the Airport Manager directly or indirectly, expressed or implied, to enter upon or use the Airport or any part thereof is conditioned upon compliance with these Rules and Regulations. Entry upon or onto the Airport by any person shall be deemed to constitute an agreement by such person to comply with such Rules and Regulations.

Section 2.3 Compliance

- a. Any permission granted by the City, directly or indirectly, expressly, or by implication or otherwise, to any person to enter or to use the Airport or any part thereof, is conditioned upon compliance with these Rules and Regulations and the Minimum Standards of the Airport. In the event that these Rules and Regulations conflict with FAA regulations, the FAA regulations shall supersede these Rules and Regulations. In the event that differing specific requirements are imposed upon a person by other lease agreements, franchise agreements or other agreements with the City of Safford, the most stringent applicable requirements shall apply.
- b. Any permission granted by the Airport Manager, after approval by the City if such is necessary, under these Rules and Regulations, is conditioned upon the payment of any and all applicable fees and charges as established by the City.
- c. Any person violating any of these Rules and Regulations shall be held accountable as provided by these Rules and Regulations, by any applicable law, or by any applicable administrative or contractual actions.

Section 2.4 Enforcement

- a. The Airport Manager is empowered to enforce these Rules and Regulations through Airport staff and the City of Safford. All persons in the Airport shall respond to directives issued by Airport personnel, under the direction of the Airport Manager, relative to the enforcement of these Rules and Regulations. Violations of Rules and Regulations may result in different forms of action including but not limited to verbal or in writing (such as a Notice of Violation (NOV) issued by the Airport Manager).
- b. The Airport Manager or his/her designee may remove or evict from the Airport premises any person who knowingly, willfully or recklessly violates any rule or regulation prescribed herein, or any rule or regulation in effect by the federal government or the State of Arizona and may deny use of the Airport and its facilities to any such person if it is determined that such denial is in the public interest.

- c. If any provision of these Rules and Regulations is held to be invalid, the remainder of these Rules and Regulations shall remain in full force and effect. Future amendments, additions, deletions or corrections to these Rules and Regulations will be incorporated into the document as required and as directed by the City and shall be published on the City website. Upon approval by the City Council such amendments shall be binding on all Airport users.
- d. Any person who feels these Rules and Regulations have been unjustly applied or enforced shall comply with the directives of the City until such matter is resolved. Concerns regarding any enforcement practice shall be submitted in writing to the Airport Manager within seven (7) days of the date of occurrence along with a description of the situation, the actions taken by Airport staff, and the desired resolution. Upon receiving the written concern, the Airport Manager shall have 14 days to respond and provide a final ruling.

Section 2.5 Variance

- a. Any variance of the literal requirements of these Rules and Regulations may be granted by the City of Safford. The City of Safford designates the Airport Manager or his/her designee the ability to administer and enforce these rules when strict enforcement is impractical, results in unnecessary hardship, or is contrary to the safety of flight operations. The granted variance shall result in substantial justice and is in accordance with the spirit of the Rules and Regulations.
- b. When an emergency exists at the Airport, the Airport Manager or his/her designee is empowered to issue directives and take such action as necessary to protect people, property and assets and promote the safe operation of the Airport. Such directives and actions of the Airport Manager or his/her designee have the power of regulation as long as the emergency exists.
- c. The City reserves the right to revoke, cancel or change any and all of these Rules and Regulations at any regular or special City meeting with notification as required under the Arizona Open Meeting Law. All changes issued from time to time shall be considered as addenda to these Rules and Regulations. Future amendments, additions, deletions or corrections to these Rules and Regulations will be incorporated into the document as required and as directed by the City.

Section 2.6 Adoption of Federal, State, and Local Regulations

- a. Title 14, Code of Federal Regulations (CFR) Federal Aviation Regulations (FAA), Title 49, CFR (Transportation Security Administration Regulations), Title 40, CFR (Federal Environmental Regulations), Title 21, CFR (Food and Drug Administration), A.R.S Title 28 (Transportation), A.R.S Title 49 (Environment), City of Safford Fire Code, and other compliance documents required by federal, state, or local government, whether presently or hereafter effective, are hereby referred to, adopted, and made part of these Rules and Regulations as though fully set forth and incorporated herein, as each may be amended from time to time.
- b. Federal, state, or local laws or ordinances, in the event of any conflict, supersede these Rules and Regulations.
- c. The Rules and Regulations shall in no way supersede or abrogate regulations set forth in FAA Federal Aviation Regulation (FAR) Part 139, Certification and Operation of Airports, nor Transportation Security Administration (TSA) Part 1542, Airport Security, if applicable.

Section 2.7 Waiver of Liability

Any permission granted by the Airport Manager to use the Airport and its facilities, or to fly to, from, or over the same shall be at all times conditioned upon the assumption of full responsibility and risk associated therewith. It shall be a further condition thereof that each person, as consideration of the use of the Airport and its facilities, shall at all times indemnify the City and its elected or appointed officials, officers, representatives, directors, commissioners, agents or employees from and against any and all liability, responsibility, loss, or damage, resulting to any person or property or caused by or on his behalf, and incident to the manner in which the Airport is operated, constructed, or maintained, or served from within or without, or used from without. The use of the Airport by any person for any purpose, or the paying of fees thereof for the taking off or landing aircraft therein shall be itself an acknowledgment that such person accepts such privileges on the conditions herein set forth.

Article 3: General

Section 3.1 Abandoned, Derelict, or Lost Property

Property shall not be abandoned at the Airport. Abandoned, derelict, or lost property found in public areas shall be reported or turned in to the City. The City will comply with State of Arizona Revised Statute, Chapter 10.20.

Section 3.2 Advertisement and Printed Materials

Advertisements and other printed materials shall not be posted, distributed, displayed, or circulated at the Airport without the express written consent of the Airport Manager unless posted in areas specifically authorized for advertisements. The authorization may include time constraints as well as limiting the number of persons distributing the printed materials. Any business located at the airport is authorized to place signage advertising their business on leased premises provided that its placement does not conflict with provisions of the Airport Layout Plan (ALP), FAA regulations, or create an environment hazardous to aircraft operations.

Section 3.3 Alcohol

- a. No person shall:
 - (1) Commit any disorderly, obscene or unlawful act or commit any nuisance on the Airport.
 - (2) Drink any intoxicating liquor upon any portion of the Airport open to the public, except in such restaurant facilities as may be lawfully established or other place as shall be properly designated and licensed for on-sale liquor dispensing by the City or for the purpose of a special event that has received a special event permit from the City where alcohol is for sale.
 - (3) Become intoxicated on any portion of the airport.
- b. No intoxicated person shall enter upon or loiter on or about the airport or any of its facilities.
- c. Drunk/disorderly conduct may result in removal from the Airport or loss of use of Airport facilities.

Section 3.4 Animals

- a. No person shall bring animals onto the Airport, except for special assistance animals or animals used for law enforcement purposes.
- b. No person shall enter the Airport with a service animal unless restrained by a leash or properly confined as determined by the Airport Manager. No person in charge of a service animal shall permit the animal to wander unrestrained on any portion of the Airport.

Section 3.5 Loitering

No person shall walk, stand, or loiter in the airside area if such activity is determined to be an operational, security, or safety concern as determined by the Airport Manager.

Section 3.6 Lost and Found Articles

Lost and found articles shall be deposited with the Airport Manager. Such articles will be handled in accordance Arizona Laws, Title 12, Chapter 7, Article 8.

Section 3.7 Preservation of Property

No person shall make any alterations to any signs, buildings, aircraft parking and storage areas, leased areas or other Airport property, nor erect any signs, buildings or other structures without prior written permission of the Airport Manager. Any construction on the Airport must be approved in writing by the appropriate department of the and the City Council if required. Such persons shall comply with all building codes and permit procedures of the City of Safford and shall deliver to the Airport Manager as-built plans upon completion.

- a. No person shall destroy or cause to be destroyed, injure, damage, deface, or disturb in any way, property of any nature located on the Airport.
- b. Any person causing or responsible for such injury, destruction, damage, or disturbance shall report such damage to the Airport Manager and shall reimburse the City the full amount of repair or replacement of the property.
- c. No person shall take or use any aircraft, aircraft parts, instruments, or tools owned, controlled, or operated by any person while on the Airport or within its hangars, except with the written consent of the owner or operator thereof.
- d. No individual or group shall prevent the lawful use and enjoyment of the Airport by others.
- e. Any activity which results in littering, environmental pollution or vandalism on the Airport is not permitted and violators are subject to arrest, prosecution, and fines.
- f. Any individual or group observing damage, destruction or disturbance on the Airport should contact the Airport Manager at 928-432-4235.

Section 3.8 Public Demonstrations

Conduct of or participation in solicitation, picketing, demonstrating, parading, marching, patrolling, sit-ins, sit-downs, or other similar activities and/or assembling, carrying, distributing, or displaying pamphlets, signs, placards, or other materials is prohibited without prior written permission of Airport Manager or his/her designee and in compliance with Title 19.12.020 of city code

https://library.municode.com/az/safford/codes/code_of_ordinances?nodeId=TTT19AV.

All authorized activities listed above shall be conducted (a) in a peaceful and orderly manner; (b) without physical harm, molestation, threat, or harassment of any person; (c) without obscenities, violence, breach of the peace, or other unlawful conduct; (d) without obstructing the use of the Airport by others; (e) without hindrance to or interference with the proper, safe, orderly, and efficient access to/from, and operation of the Airport and activities conducted thereon; and (f) in strict conformance with any rules and regulations governing such activities on the Airport and the direction and conditions prescribed in writing by the Airport Manager or his/her designated representative. When approved by Airport Manager or his/her designee, such activities shall be conducted in those areas identified by Airport Manager or his/her designee.

Section 3.9 Signage

Signage standards are established in compliance with the City of Safford.

- a. No sign, advertisement or notice shall be displayed on the outside of any structure on the Airport or on Airport property unless authorized by the Airport Manager, unless such signage is used to promote a business which is duly licensed and operating at the Airport.
- b. Roadway and directional signage shall comply with the City of Safford traffic control, and no roadway signage shall be displayed unless authorized by the Airport Manager.
- c. No person shall display solicitations, advertising, or other signs on the Airport property, including the property within the roadway easements, without the authorization of the Airport Manager, unless such signage is used to promote a business which is duly licensed and operating at the airport.

Section 3.10 Solicitation

No person shall solicit fares, alms, or funds for any purpose or conduct any poll within the Airport grounds without first obtaining permission from the Airport Manager or his/her designee. Such actions are subject to reasonable restrictions to protect traffic, the public, businesses, and other uses of the Airport by the public. These reasonable restrictions may limit solicitation to a defined stationary area, may limit the number and sizes of signs and may require that someone attend the signs.

Section 3.11 Tampering with Aircraft

No person shall interfere or tamper with any aircraft or put in motion the engine of such aircraft, or use any aircraft, aircraft parts, instruments, or tools, without permission of the owner or specific direction of the Airport Manager or his/her designee.

Section 3.12 Use of Public Airport Facilities

No person shall sponsor, hold, permit or otherwise carry on any activity that would impact the operation of the Airport without first obtaining written permission from the Airport Manager and complying with all the terms and conditions of such authorization. In the event approval is given, written evidence of insurance covering all injury, damages, or claims that might result from such activities shall be submitted to the Airport.

Section 3.13 Responsible Party

Any person accessing the Airport shall be responsible for their actions and all actions of any person to whom they provide access, whether directly or indirectly.

Section 3.14 Airport Closures and Restrictions

The Airport Manager or his/her designated representative shall have the right at any time to close the Airport when such action is considered to be necessary to avoid endangering persons or property and to be consistent with the safe and proper operation of the Airport. The Airport Manager shall have the right to close the Airport in its entirety or any portion thereof to air traffic, to delay or restrict any flight or other aircraft operation, to direct refusal of takeoff permission to aircraft, and to deny the use of the Airport or any portion thereof to any specified class of aircraft or to any individual or group, when any such action is considered to be necessary and desirable to avoid endangering persons or property, and to be consistent with the safe and proper operation of

the Airport. In the event the Airport Manager or his/her designee believes the condition of the Airport to be unsafe for landings or takeoffs, it shall be within his/her authority to issue, or cause to be issued, a NOTAM (notice to airmen) closing the Airport or any portion thereof.

Section 3.15 Restricted Areas

- a. No person shall enter the airside area, except as necessary for the lawful use of an aircraft thereon, or to conduct a permitted business activity, and with the consent of the Airport Manager.
- b. No person shall enter any area posted as being closed to the public, except with the consent of the Airport Manager.
- c. No person shall enter into, remain in, place in, or remove any object from any hangar, T-shade or other building at the Airport without prior written consent of the City or the person with the legal right of possession of such building.
- d. No person shall enter a runway or taxiway at the airport in a ground vehicle or on foot except those individuals who have been properly trained, equipped, and authorized by the Airport Manager. The exception to this rule is those individuals who have hangars along Taxiway "E". Those individuals may access their lease hangars or ground by way of Taxiway "E" only, and must at all times give right of way to aircraft.

Section 3.16 Access Codes/ Devices

Persons who have been provided either a code or device for the purpose of obtaining access to the Airport shall only use Airport-issued codes/ devices and shall not divulge, duplicate, or otherwise distribute the same to any other person, unless otherwise approved in writing by the Airport Manager. Violation of the aforementioned regulations may result in the loss of access privileges.

Article 4. Aircraft

Section 4.1 Accidents

All accidents involving an aircraft must be reported to the Airport Manager immediately to ensure scene and aircraft safety. Aircraft operators involved in an aircraft accident or aircraft incident shall make a full and complete report to Airport Manager and appropriate agencies immediately, complete any additional required forms and/or reports, and comply with NTSB Regulations Part 830. The report to Airport management shall include copies of any forms, reports, and/or documentation provided to the NTSB, FAA, or other agencies having jurisdiction.

Aircraft involved in an accident may not be removed from the scene of the accident until authorized by the Airport Manager or his/her designee who shall receive authorization from the FAA, NTSB, or other agencies having jurisdiction, as applicable. Once authorization to remove the aircraft has been issued, the aircraft owner or aircraft operator shall be responsible for the safe and prompt removal of the aircraft (and any parts) to a designated area and the clean-up, repair, and restoration of any damage caused to Airport facilities and any costs associated therewith.

Section 4.2 Based Aircraft Registration

The owner and/or operator of aircraft based on the Airport's ramp area shall provide the Airport Manager with, among other things, the based aircraft status, aircraft identification, and compliance with aircraft parking fees in writing. Aircraft based at the Airport but within a tenant's leasehold or a City-owned tie-down shall be reported by the tenant quarterly or upon request by the Airport Manager. Reports shall be detailed (including: Registration/N Number, names, address, and phone number of owner) of all based aircraft on the Airport in a form approved by the Airport Manager.

Section 4.3 Cleaning

- a. Aircraft cleaning shall be performed only in areas designated for such use and in compliance with the Storm Water Pollution Prevention Plan, if applicable. The East Apron, West Apron, and BLM Ramp are all approved washing locations.
- b. All drainage containing oil must flow to an oil/water separator.
- c. All aircraft cleaning shall be done in accordance with posted rules, with biodegradable soap, and without the use of solvents or degreasers.
- d. Aircraft, aircraft engines, or parts may be dry washed in areas not having an oil/water separator.
- e. Cleaning practices using flammable materials are prohibited.
- f. Cleaning practices using combustible materials are prohibited within any building or within 50 feet of any building, aircraft, vehicle, fuel storage facility, or fueling operation.
- g. Use of any Class 1-A (as defined in Title 49 CFR) liquid for cleaning or for any other use is prohibited at the Airport.

Section 4.4 Engine Run-Ups

- a. Aircraft engine pre-departure run-ups above ground idle shall only be conducted at the engine run-up areas adjacent to each runway end or within those areas designated by the Airport Manager. These designated areas include Taxiways “A1”, “B1”, “C1”, and “C3”.
- b. No aircraft engine shall be started or run unless a qualified, certificated pilot or mechanic is attending the aircraft controls.
- c. Aircraft engine maintenance run-ups shall not be conducted in such positions that the path of the propeller wash or jet blast may endanger persons, structures, or property. In the event that the path of the propeller wash or jet blast may cross a marked service road, a safety flagger is required.

Section 4.5 General Operating Rules

- a. Operating an aircraft in a careless, negligent, or reckless manner; in disregard of the rights and safety of others; without due caution and care; or at a speed or in a manner which endangers or is likely to endanger persons or property of any entity, is prohibited.
- b. Aircraft operators shall obey all pavement markings, signage, and lighted signals unless instructed otherwise by Airport Manager.
- c. Operating an aircraft constructed, modified, equipped, or loaded as to endanger, or be likely to endanger persons or the property of any entity, is prohibited.
- d. Pre-certification flights or ground demonstrations of experimental aircraft shall not be conducted on the Airport without the prior written permission of Airport Manager.
- e. The starting, positioning, or taxiing of any aircraft shall be done in such a manner so as to avoid generating or directing any propeller slipstream or engine blast that may endanger or result in injury to persons or damage to property.
- f. Aircraft shall only be taxied or towed on hard-surfaced runways, taxiways, taxilanes, and aprons.
- g. Aircraft operators shall not taxi an aircraft at the Airport at a speed greater than is reasonable and prudent under the conditions with regard for actual and potential hazards and other aircraft so as not to endanger persons or property.
- h. Taxiing aircraft shall yield the right-of-way to any emergency vehicle.

Section 4.6 Helicopters

- a. Helicopters shall not be operated with rotors turning unless there is a clear area of at least 25 feet in all directions from the outer tips of the rotor, unless being fueled under established procedures.
- b. Helicopters shall park or operate only in movement areas, aircraft parking areas, or areas designated for rotorcraft operations. Rotorcraft shall not be operated within 50 feet of any structure or Fuel storage facility or within 100 feet of any area where light aircraft are parked or operating.

Section 4.7 Maintenance and Repair

Aircraft maintenance may only be performed within approved and fully permitted facilities or areas identified by the City. The aircraft owner housing an aircraft in an aircraft storage hangar may perform preventive maintenance as defined in FAR 43 Appendix A(c) on any aircraft owned or operated by the aircraft owner which is not used under CFR part 121, 129, or 135 so long as such maintenance activity conforms with the City's Building/Fire Codes. Any maintenance as defined in FAR 43 Appendix A(a)(b). Major maintenance (anything other than oil changes and minor repairs) must be conducted in a hangar.

Section 4.8 Non-Airworthy, Disabled, or Abandoned Aircraft

- a. Only airworthy aircraft or flyable aircraft meeting the conditions set by the FAA in 14 CFR 91.7, and having (1) correct and valid certificates, documents and equipment in the aircraft, or available, (2) an annual or condition or progressive maintenance inspection completed and released by an appropriate authority that substantiates the aircraft is in a condition safe for flight, (3) a determination by the pilot in command that the aircraft is in a condition safe for flight shall use the Airport and leased premises for aircraft parking, staging, or storage. Military aircraft and those with a special flight authorization by the FAA may also use the Airport and leased premises. Non-airworthy aircraft may undergo long-term major renovation or restoration as long as the aircraft is stored in an approved hangar.
- b. Aircraft owner/operator shall remove non-airworthy or non-flyable aircraft within 30 days of becoming a non-airworthy or non-flyable aircraft, unless otherwise previously authorized in writing by the Airport Manager. Aircraft owner/operator shall either remove non-airworthy aircraft or provide evidence that the aircraft is airworthy or in a condition safe for flight within 30 days of written notification being sent from or on behalf of the City. If aircraft owner/operator is unknown or cannot be located, the Airport Manager shall conspicuously post and affix such written notice to the aircraft, which notice shall be deemed adequate notice to the aircraft owner/operator thirty (30) days after the posting of such notice.
- c. Aircraft owner/operator shall be responsible for the safe and prompt removal of disabled aircraft and any part thereof from a movement area to a designated non- movement area, unless otherwise required or directed by the City, FAA, NTSB, or agency having jurisdiction.
- d. Abandoning an aircraft on the Airport is prohibited. The City will comply with State of Arizona Statute Transportation Code Title 28, Chapter 25, Article 2 § 28-8243 upon identifying an aircraft abandoned or derelict. Once an aircraft is impounded by the City, the City shall charge impound fees and publish a legal notice of intent to remove the aircraft in a newspaper of general circulation the county in which the aircraft owner/operator was last known to reside/exist, and if such location is unknown, then in a newspaper of general circulation in Safford, Arizona.
- e. The aircraft owner/operator may claim the aircraft by paying applicable fees and charges in full, promptly removing the aircraft from the Airport, and responding to the Airport Manager as set forth in the published notice. If the aircraft owner/operator fails to remove the aircraft within the established period, the City may, without liability to the City:
 - (1) Cause the removal of the aircraft from the Airport at the risk, cost, and expense of the aircraft owner/operator.

- (2) Sell the aircraft at public auction through sealed bids to the highest bidder.
 - (3) Or in the event no bid is received, the aircraft may be sold by negotiation, disposed of as junk, or donated to any government agency.
- f. The City shall retain any surplus arising from the sale of the aircraft. The City may assess and recover from the aircraft owner/operator all applicable rents and fees, impoundment charges as set forth in the Airport Rate and Fee Schedule, and other related expenses including reasonable attorney fees incurred by the City in connection with the enforcement of these provisions.

Section 4.9 Painting

Doping, painting, or paint stripping shall only be performed in specifically designed and inspected facilities and in accordance with the practices recommended by the NFPA, EPA, and Arizona DEQ and all other regulatory measures.

Section 4.10 Parking and Storage

- a. No person shall park, leave parked, or allow to remain stationary any aircraft at the airport except within a designated aircraft parking and storage area.
- b. No person shall park an aircraft in a reserved aircraft parking and storage area without first having applied for and obtained an approved aircraft storage permit/agreement.
- c. Any person who parks an aircraft in an aircraft parking and storage area shall remit to the City all applicable transient parking fees until such time as the person applies for and obtains an approved aircraft storage permit/agreement.
- d. If any aircraft is parked in violation of this section or, in the determination of the Airport Manager, presents an operational or safety concern in any area of the Airport, the Airport Manager may cause the aircraft, at the owner's/operator's expense, to be moved by a representative of a fixed base operator, or if the FBO is unavailable, City personnel. The City shall not be liable for any damages which may result from the relocation of the aircraft.
- e. The unenclosed storage of inoperable aircraft or aircraft parts shall not be permitted without the written authorization of the Airport Manager.
- f. The Airport Manager may immobilize an aircraft by installing on the aircraft a propeller lock or by such other suitable means under any of the following circumstances:
 - (1) Failure to apply for and obtain an approved storage permit/agreement, and until such time as the aircraft owner/operator applies for and obtains the approved permit/agreement and remits all fees and charges due the City.
 - (2) Upon revocation of an aircraft storage permit/agreement.
 - (3) If, in the determination of the Airport Manager, the aircraft presents an operational safety concern in any area of the airport, or otherwise constitutes a danger to the health, safety, or welfare of any

individual or the public in general, and until such time as the aircraft no longer presents such health, safety or welfare concerns.

Section 4.11 Specialized Aeronautical Activities

Hot air balloon operations, ultra-light aircraft operations, banner-tow operations, and parachute drops mixing with commercial, military, and other jet activities can create a hazardous environment due to the uncontrolled nature of the airspace at the airport. Such specialized activities require prior written notification to the Airport Manager in order to ensure that such activities do not conflict with normal operations.

Section 4.12 Taxiing and Towing

- a. Aircraft operator shall not taxi an aircraft until it has been determined that there is no danger of a collision with any person, structure, object, or property.
- b. Aircraft shall not be taxied into, out of, or within any structure.
- c. Taxiing aircraft shall yield the right-of-way to emergency vehicles, equipment, or aircraft unless otherwise directed by written notice of the City or issued NOTAM.
- d. Aircraft operators shall not taxi an aircraft at a speed greater than is reasonable and prudent under the prevailing conditions so as not to endanger persons or property. Aircraft shall only be taxied or towed in areas normally used for operation of aircraft unless prior written approval has been provided by the City.

Section 4.13 Weight Bearing Capacities

Aircraft exceeding the published weight bearing capacity of any runway, taxiway, or apron area are prohibited from operating on those areas without the express written approval of the Airport Manager.

Article 5. Motor Vehicles

Section 5.1 Licensing, Registration and Insurance

- a. No person shall operate a vehicle on the Airport except in accordance with the rules prescribed by the City and all federal, state and local law.
 - (1) Vehicles shall only be operated in the areas authorized.
 - (2) Vehicles shall access all airport facilities and businesses from the landside public parking areas for said facility or business.
 - (3) All vehicles shall yield right of way to aircraft in motion and emergency vehicles.
- b. All vehicles shall maintain the appropriate type and amount of vehicle liability insurance required by state law.
- c. No vehicle shall be operated on the runways and taxiways unless so authorized by the Airport Manager.

Section 5.2 Abandoned Vehicles

Vehicles shall not be abandoned on the Airport and must be removed immediately upon request from the Airport Manager. If not removed when requested to do so, abandoned vehicles may be removed at the owner's risk and expense. The City shall not be liable for damage arising from or out of such removal.

Section 5.3 Speed Limits

All vehicles shall be operated in strict compliance with all posted speed limits at the Airport. The maximum speed limit for all vehicles operating on the apron is fifteen (15) miles per hour or less if conditions warrant in order to ensure safe operation. Maximum allowable speed on the perimeter road is twenty-five (25) miles per hour. Perimeter roads are only accessible with prior permission from the Airport Manager. Exception may be taken by authorized City vehicles in the performance of their official duties.

Section 5.4 Air Operations Area (AOA)

- a. No motor vehicle shall be permitted on the AOA (see Attachment 1) unless the Airport Manager has granted specific permission to such motor vehicle or such motor vehicle is utilized for, or in conjunction with, aeronautical activities. Such motor vehicle shall at all times yield the right-of-way to aircraft.
- b. No motor vehicle shall be parked on any portion of the AOA with the exception of leased property. Only those motor vehicles necessary for the servicing of aircraft and the maintenance of the Airport may be parked on the AOA.
- c. All motor vehicles operating on or across taxiways or runways shall be equipped with operable two-way radios, and shall have an operating orange/yellow rotating flashing beacon, unless such motor vehicle is under escort by a motor vehicle that is properly authorized and equipped.

- d. A motor vehicle operator shall self-announce via radio his or her position and his or her intentions prior to operating on or crossing an active runway or taxiway. The motor vehicle operator shall also self-announce via radio when they are clear of all-active runways and taxiways.
- e. The installation of two-way radios in a motor vehicle shall not be construed as permission to operate a motor vehicle on the AOA without the prior permission of the Airport Manager.
- f. Any person operating on or across taxiways, taxilanes or runways shall have received prior permission from the Airport Manager or his/her designee.
- g. Motor vehicles shall yield the right-of-way to passengers boarding or disembarking aircraft, or where cargo is being loaded or unloaded.
- h. Aircraft taxiing on any runway, taxiway, taxilane, and/or apron shall always have the right-of-way over motor vehicle traffic.
- i. No person shall walk, stand, or loiter in the airside area if such activity is determined to be an operational or safety concern as determined by the Airport Manager.

Section 5.5 Accidents

A vehicle operator involved in an accident resulting in any damage to property, or injury or death to a person(s), shall stop at the scene (or as close as safely possible), immediately call “911” and notify the Airport Manager. The vehicle operator (and the vehicle) must remain at the scene until permission to leave is given by Police Department, Fire Department or the Airport Manager.

Section 5.6 Moving of Motor Vehicles

The Airport Manager or his/her designee has the authority to tow, move or otherwise remove any motor vehicle from any area on the Airport property which is disabled, abandoned, parked in violation of these regulations, or which presents an operational problem to any area of the Airport (including safety, security, a nuisance to the public, illegal or unauthorized or improper parking or police investigation). The City may charge a reasonable amount for the moving service and for the storage of the vehicle, if any. The vehicle may be subject to a lien for that charge. The City shall remain free of liability for damage which may result in the course of movement of a vehicle.

Section 5.7 Cleaning and Maintenance / Repair of Motor Vehicles

- a. Except for minor repairs that are necessary to remove such vehicle(s) from the Airport, and except as expressly provided otherwise in an agreement with the City, private vehicles shall not be cleaned or maintained anywhere on the Airport.
- b. Vehicles operated by commercial operators/lessees may be cleaned or maintained on leased premises provided that such maintenance does not impact aircraft operations, and does not pose a fire hazard.
- c. Any vehicle maintenance conducted at the airport may only occur within leased premises, and may never occur on public aprons or movement surfaces.

Section 5.8 Parking

- a. Vehicles parked in an aircraft parking and storage area shall be parked in a manner so as to be completely contained in the aircraft parking or storage space and to not obstruct adjacent aircraft parking and storage areas, or taxilanes unless for the purposes of immediate and temporary loading, unloading, or staging of an aircraft.
- b. No person shall operate or park a vehicle at the Airport in a manner prohibited by signs, pavement markings, or other signals posted by the City or by regulations under this article. The Airport Manager has plenary power to regulate or prohibit any class or type of vehicle or any other type wheeled vehicle or other form of transport that operates in the airside areas.

Article 6. Tenants

Section 6.1 Construction or Alteration Improvements

No person shall make any alterations to any signs, buildings, aircraft parking and storage areas, leased areas or other Airport property, nor erect any signs, buildings or other structures without prior written permission of the City. Construction or alteration of any improvement located at the Airport shall only be performed after obtaining written approval by the City and in compliance with agreements, building codes and permit procedures of the City of Safford, FAA regulations, and applicable design standards. Upon completion, as-built plans shall be delivered to the Airport Manager.

Section 6.2 Maintenance of Premises

- a. Tenants are required to keep the land and improvements under lease, as well as, any land occupied or used, free from all fire hazards and maintain the same in a condition of repair, cleanliness, and general maintenance.
- b. Facilities (including hangar floors) shall be kept free from the accumulation of oil, grease, flammable liquids, rags, or other waste materials.
- c. Tenants shall provide all necessary cleaning services for their leased premises, including janitorial and custodial services, trash removal services, removal of foreign objects/debris, and any related services necessary to maintain the improvements in good, clean, neat, orderly, and fully functional condition, normal wear and tear excepted.
- d. All work shall be performed in accordance with industry/manufacture's recommendations, and local, state, federal, and national codes, as applicable. All work performed shall be performed in a safe and professional manner following OSHA, TAA, FAA and TSA Rules and Regulations.
- e. Tenants shall only use certified, qualified contractors and workers for repair and maintenance work.
- f. Tenants shall notify the City in advance when work other than normal/routine maintenance is performed, and operator and any lessee shall notify the City of the completion of major work.
- g. Tenants shall obtain work permits and inspections when required.

Section 6.3 Fire Prevention

- a. Operators, lessees, and sublessees shall be responsible for ensuring that fire prevention practices and/or procedures are followed. Employees conducting fuel handling must receive fire prevention training and instruction in accordance with an FAA Approved Part 139 Fuel Handling Training course immediately upon employment and receive such fire prevention training and instruction annually thereafter.
- b. Fire prevention training and instruction shall include the elimination of ignition sources, use of fire extinguishers, responding to spills, proper handling of flammable materials, and any other items deemed necessary and/or appropriate (for the activity) under CFR Part 139 or NFPA regulations. All training and instruction provided to each employee shall be documented and kept on file and shall be readily accessible.

- c. Proper, appropriate, inspected, certified, and readily accessible fire extinguishers (which shall be approved by fire underwriters) for the particular hazard involved or associated with the activity shall be provided by operators, lessees, or sublessees. Testing of all fire suppression systems shall be conducted during normal business hours.
 - (1) Fire extinguishers shall be maintained in accordance with the practices recommended by the NFPA.
 - (2) A tag showing the date of last inspection (and who performed the inspection) shall be attached to each unit and records, acceptable by fire underwriters, shall be kept documenting the status of each unit.
- d. Any person providing fuel handling shall provide a designated point of contact to the Fire Department and Airport Management to facilitate information sharing. This information shall include the names of a primary and secondary individuals along with corresponding contact information for daytime and after hours contact.

Section 6.4 Operations

- a. Tenants shall conduct activities in a safe, efficient, and professional manner consistent with the degree of care and skill exercised by experienced operators providing comparable products, services, and facilities and engaging in similar activities in like markets
- b. Business hours shall be clearly posted in public view.

Section 6.5 Hangar Storage

- a. Aircraft hangars shall be used for aeronautical purposes or be available for use for an aeronautical purpose. Aircraft hangars shall remain in compliance with FAA policy, specifically 81 FR 38906 Policy on the Non-Aeronautical use of Airport Hangars, and all occupancy shall be subject to and in compliance with the City of Safford Building Code, City of Safford Fire Code, and Airport Rules and Regulations (collectively “Code”) at all times.
- b. The incidental storage of the aircraft owner’s personal property related to the use, care, maintenance, and storage of an aircraft is permitted, provided that all non- aviation related items shall not obstruct any aircraft ingress and egress to the aircraft hangar or right of way thereto.
- c. Preventative maintenance of an aircraft by the aircraft owner or properly licensed mechanic is permitted, provided that such activity creates no hazard or nuisance to the hangar facility or to Airport property.
- d. Storage of aircraft parts, equipment, and supplies that relate to the aircraft owner’s airworthy aircraft are permitted, provided that such storage of materials creates no hazard or nuisance to the hangar facility or to Airport property.
- e. This section applies regardless of whether the hangar occupant leases the hangar from the airport sponsor (the City of Safford), or the hangar occupant constructed the hangar at the occupant’s own expense while holding a ground lease. When land designated for aeronautical use is made available for construction of hangars, the hangars built on the land are subject to the sponsor’s obligations to use aeronautical facilities for aeronautical use.

- f. The following activities or items shall be prohibited in an aircraft hangar unless approved in accordance with City lease or with consent of the Airport Manager:
- (1) The storage of any vehicle, motor home, boat, or recreational vehicle that impedes with the storage or movement of the aircraft.
 - (2) No aircraft hangar shall be used for any residential purposes.
 - (3) Storage of ammunition or explosives in any quantity is strictly prohibited.

Section 6.6 Aircraft Shades and Tiedown

Aircraft parked in a tie-down space shall be parked in a manner so as to be completely contained in the tie-down space and shall not be positioned in such a manner so as to block a runway, taxiway, taxilane, or obstruct access to hangars, parked or staged aircraft, parked or staged vehicles, doors, gates, or fuel storage facilities except for temporary staging and/or fuel handling of such aircraft. Aircraft must be secured via the provided tie-down chains at all times when not in use. If performed in full compliance with legal requirements, preventative aircraft maintenance, as defined in 14 CFR Part 43, may be performed on the aircraft listed in the agreement for the tie-down space. No major aircraft repairs may be performed at a tie down.

Section 6.7 Floor and Apron Care

Each person to whom space on or at the Airport is leased, assigned, or made available for use shall keep the space free and clear of oil, grease, or other foreign materials that could cause a fire hazard or otherwise unsafe condition, or damage to the flooring material.

Section 6.8 Storage and Equipment

No tenant or lessee of a hangar, shop facility, or other operational area specified by the Airport Manager on the Airport shall store or stack equipment or material in a manner to be unsightly or constitute a hazard to persons or property.

- (1) Areas of equipment storage shall be kept free of litter, trash, refuse, waste, rubbish, and debris.
- (2) Storage of materials or equipment, excluding refueling vehicles, shall not be permitted outdoors, unless approved in writing by Airport management.
- (3) Non-hazardous items can be stored in a fully-enclosed and secured container on the leased premises as long as such storage fully complies with legal requirements.
- (4) Unless expressly permitted in an existing agreement or approved in writing by the Airport Manager, the leased premises shall not be used to store non-aviation merchandise, supplies, or equipment excluding those items used to fulfill the obligations of the lease.
- (5) Good housekeeping practices must be performed at all times.

Section 6.9 Compressed Gases

- a. Oxygen or any compressed gas in a cylinder or portable tank must be secured to a fixed location or secured to a portable cart designed and approved specifically for the cylinders or tanks being secured.
- b. Compressed gas cylinders or tanks must have approved and fully operational pressure relief devices installed.
- c. Cylinders or tanks not in use shall have an approved transportation safety cap installed.
- d. Cylinders or tanks shall be maintained in compliance with all applicable rules and regulations.
- e. Compressed gas cylinders and tanks shall only be used/stored in buildings that comply with all applicable building codes, fire codes and notifications. Tenant is responsible for compliance with NFPA and local rules and regulations associated with compressed gases.

Section 6.10 Lubricating Oils

- a. Quantities of lubricating oils in hangars shall not exceed amounts necessary for maintenance purposes and operation of equipment. Storage of combustible liquids in excess of 10 gallons in hangars not used for commercial purposes requires prior approval from the City Fire Department or Airport Management.
- b. Larger quantities may be stored in accordance with applicable regulatory measures subject to prior approval from the City Fire Department or the Airport Manager.
- c. Commercial operators may store up to 50 gallons of combustible liquids per hangar provided that they are stored away from ignition sources, and such storage is permitted under the lessee's insurance policy as required in the Airport's Minimum Operating Standards.

Section 6.11 Heating Equipment

All heating equipment and fuel burning appliances installed or used at the Airport shall comply with all regulatory measures (as applicable) of the City, the State of Arizona, the NFPA, and the Fire Department.

Section 6.12 Right of Entry

- a. Airport management shall have the right of entry at reasonable times for repairs, maintenance, modification, or inspection of all facilities whether the right of entry is provided for in any agreement.
 - (1) For improvements owned by the County, Airport management shall be provided with a key capable of gaining access to the facilities, buildings, and improvements.
 - (2) For improvements owned by the lessee or sublessee, Airport management shall provide advanced notification.
- b. Airport management, City Fire Department, and City Police Department shall have the right of entry to improvements without advanced notification during emergencies. Emergencies may include, but shall not be limited to, fire, acts of nature, hazardous materials spills or leaks, or for the protection of persons or property.

Article 7. Fueling, Fire, and Safety

Section 7.1 Commercial Fueling Operations

- a. Persons engaged in fuel handling shall be properly trained, and exercise care and extreme caution. All fuel handling shall be performed with regard to the rights, safety, and security of others so as not to endanger, or be likely to endanger, persons or property. If any malfunction or irregularity is detected on or within the aircraft, fuel handling shall cease immediately and the malfunction or irregularity shall be brought to the attention of the aircraft owner or aircraft operator immediately.
- b. Fuel handling shall not occur if an electrical storm is in progress within 5 miles of the Airport. Fuel handling may resume 15 minutes following any reported or observed lightning flash within 5 miles of the Airport.
- c. All persons and entities engaged in fuel handling, including those using a self-serve fuel pump shall comply with the following:
 - (1) Fire extinguishers shall be immediately available during fuel handling to comply with practices recommended by the NFPA and all fire codes, regulations, or directives issued by the Fire Department and/or City.
 - (2) Smoking, matches, lighters, and open flames (e.g., candles, fixtures, or fires) are prohibited within 50 feet of any aircraft, refueling vehicle, or fuel storage facility, and no person shall use any material or equipment which is likely to cause a spark or ignition within 50 feet of an aircraft.
 - (3) No person shall operate aircraft electrical systems, or switch aircraft electrical appliances on or off during fuel handling. No person shall operate any radio transmitter, or receiver or switch the transmitter or receiver on or off during fuel handling, unless said radio transmitter or receiver is designed specifically for such environment. In the absence of suitable ground support equipment, a turbine-powered auxiliary power unit mounted at the rear of the aircraft or on the wing on the side opposite from the fueling point may be operated during fuel handling. A turbine-powered auxiliary power unit may be operated during fuel handling provided its design, installation, location, and combustion air source do not constitute a fuel vapor ignition source. Fuel handling shall be conducted in accordance with the procedures stipulated in the aircraft operator's manual.
 - (4) For single point fueling, dead-man controls or mechanisms shall be utilized and shall remain in safe operating condition and good working order. No person shall deactivate or bypass a dead-man control or mechanism at any time.
 - (5) Fuel handling shall be conducted outdoors and at least 50 feet from any hangar or building and 50 feet from any combustion and ventilation air-intake to any boiler, heater, or incinerator room or as approved by the City and the Fire Department.

- (6) Aircraft shall not be engaged in fuel handling in an area where aircraft engines are operating, aircraft or engines are being warmed by application of heat, or while the aircraft is located in a congested area. An exception to this rule is made for emergency aircraft (medevac, fire, law enforcement, military) provided that the guidelines outlined in SAFO 10020 are followed.
 - (7) Individuals may dispense only to their aircraft, or into a portable UL-approved safety container of less than five gallons. All fuel containers must be marked to indicate the type of fuel contained.
 - (8) Should a fuel or oil spill occur at the Airport, the party responsible shall comply with Section 7.9 of these Rules and Regulations.
- d. Persons engaged in fuel handling shall be solely, fully, and completely responsible for any violation, error, omission, or negligence incident. Entities engaged in fuel handling shall fully reimburse the City for any fines, legal or court costs, incurred by the City for any such violation, error, omission, or negligence.

Section 7.2 Self-Service Operations - Aircraft

- a. Individuals desiring to self-fuel their own aircraft shall receive instruction as approved or provided by the Airport Manager and obtain a permit authorizing such operations unless using an approved self-service fuel island.
- b. Gravity feed fueling shall not be permitted from a container with a capacity of more than five gallons. Plastic containers shall not be used for fuel dispensing due to static discharge potential.
- c. Fueling hoses shall be approved for flammable liquids and shall be maintained in accordance with nationally recognized standards.
- d. Fueling nozzles shall be equipped with a deadman flow control valve. Notches or latches in the nozzle handle that could allow the valve to be locked open are prohibited.
- e. An approved portable fire extinguisher having a minimum classification of 40: B shall be provided and maintained within 50 feet of all self-fueling operations.
- f. Aircraft shall not be occupied during self-fueling or defueling operations.
- g. Aircraft being self-fueled or defueled shall have the battery and ignition switches in the “off” position.
- h. Battery chargers shall not be connected, disconnected, or operated during self-fueling or defueling operations.
- i. The fueling nozzle shall be bonded with a nozzle bond cable having a clip or plug to a metallic component of the aircraft that is metallically connected to the tank filler port. The bond connection shall be made before the filler cap is removed. If there is no plug receptacle or means for attaching a clip, the operator shall touch the filler cap with the nozzle spout before removing the cap so as to equalize the potential between the nozzle and the filler port. The spout shall be kept in contact with the filler neck until the fueling is completed.

- j. When a funnel is used in aircraft self-fueling, it shall be kept in contact with the filler neck as well as the fueling nozzle spout or the supply container to avoid the possibility of a spark at the fill opening. Only metal funnels shall be used.
- k. Self-fueling operations shall comply with all other rules and regulations regarding aircraft fueling operations.

Section 7.3 Self-Fueling Operations - Automotive Vehicles and Equipment

Automotive and equipment other than refueling service vehicles and tank vehicles shall be refueled by authorized persons only at prescribed refueling stations and from dispensing systems that are approved by the Airport Manager. “Motor gasoline (MOGAS)”, as defined in ASTM Specification D 4814 or Federal Specification VV-G-1690C, is characterized as blended to form a fuel suitable for use in spark-ignition engines. Motor fuel includes diesel and conventional gasoline; all types of oxygenated gasoline, including gasohol; and reformulated gasoline, but excludes aviation gasoline. Any person seeking to perform MOGAS self-fueling operations at the Airport shall comply with all applicable requirements concerning such activities as set forth in this policy and all local, state, and federal laws.

Section 7.4 Storage of Materials

- a. No person shall keep or store material or equipment in such manner as to constitute a fire hazard violation of applicable City codes federal or state laws. Except in the Airport’s consolidated fuel farm, no more than 5 gallons of fuel in approved containers shall be stored in any building or structure on the Airport at any time.
- b. Permitted gasoline, kerosene, ethyl, jet fuel, ether, lubricating oil, oxygen, compressible gases, and all other flammable gases or liquids shall be stored only in strict accordance with Arizona Uniform Statewide Building Code.
- c. No person shall keep, transport, or store lubricating oils on the Airport except in strict compliance with the applicable codes of the City of Safford and the State of Arizona and these Airport Rules and Regulations.

Section 7.5 Explosives and Other Hazardous Materials

Explosives and other hazardous materials not acceptable for transportation under applicable federal regulations are not permitted on the Airport. Hazardous materials that pose a present or potential hazard to human health and safety or to the environment if released are also prohibited. Class 1 explosives, Class A poisons and radioactive materials as defined in the latest edition of the Emergency Response Guidebook are not permitted anywhere on the Airport, except as approved in writing by the Airport Manager.

Section 7.6 Smoking

In accordance with the Smoke-Free Arizona Act and Safford City Code, Title 20, Chapter 20.01.020, smoking is not permitted: 1) in any public place, including any workplace; 2) at or within 20 feet from building entrances, open windows, or ventilation systems; 3) in any City park or recreation facility. In addition, the City has designated aircraft parking ramps as smoke-free.

Section 7.7 Doping, Spray Painting, and Paint Stripping

- a. The use of "dope" (cellulose nitrate or cellulose acetate dissolved in volatile flammable solvents) within any hangars is prohibited unless the hangar is otherwise exempted under the provisions of Section 4.9.
- b. For paint, varnish, or lacquer spraying operations, the arrangement, construction, ventilation and protection of spraying booths and the storing and handling of materials shall be done in accordance with NFPA Standards. The Airport Manager must approve all painting operations at the Airport by issuing the appropriate Aeronautical Business Permit. No approval will be granted unless the proper permits from the Arizona Department of Environmental Quality (DEQ) and the Environmental Protection Agency (EPA) are in place and the facility has been approved by the City Building Inspector.

Section 7.8 Hazardous Material Spills

- a. Any person who experiences overflowing or spilling of oil, grease, fuel, alcohol, glycol or any other hazardous substance anywhere on the Airport shall immediately notify the Airport Manager. The City Fire Department will respond to all hazardous substance incidents.
- b. Persons involved in hazardous substance incidents shall take action to prevent/minimize danger to personnel, property and the environment while awaiting arrival of City Fire Department personnel.
- c. At the request of the City, the entity responsible for the spill may be required to clean and properly dispose of, entirely at their cost, the material/substance and such cleaning and disposal shall be performed in compliance with all applicable federal, state, and local regulations and guidelines.
- d. The entity must provide the City with required documentation of proper disposal.
- e. All costs incurred by the City in such instances shall be reimbursable to the City by the entity responsible for the spill.

Section 7.9 Open Flames

- a. No person shall start any open fire of any type on any part of the Airport without advance written permission from the Airport Manager.
- b. No person shall operate a flame or spark-producing device on any part of the Airport except in areas within leased premises specifically designated for such use unless a permit from the City of Safford Fire Chief or other appropriate official has first been obtained. No permit shall be issued for operations within any aircraft hangar, any fuel storage area, or upon any components of the fuel distribution system unless the work is required for the repair of such areas or hangars. Where such repair is required, permission shall first be obtained from the City of Safford Fire Chief and shall be subject to conditions as he/she may impose.
- a. Every person observing any unattended or uncontrolled fire on Airport premises shall immediately report it to 9-1-1. No person shall make any regulation or order, written or verbal, which would require any person to take unnecessary delaying action prior to reporting such a fire.

Section 7.10 Volatile Compounds

- a. No person shall use a flammable volatile liquid having a flash point of less than 100 degrees Fahrenheit for cleaning purposes in a hangar or other building on the Airport unless it is approved by the City Fire Department.
- b. No fuel, oil, grease, flammable liquids, or contaminants of any kind including detergents used to wash aircraft or other surfaces, shall be allowed to flow into any sewer system, storm drain, or open water area without a separator.
- c. No person, tenant, or company shall store any cylinders of compressed flammable gas inside any building except as may be permitted under applicable NFPA standards and the City of Safford Fire Code.
- d. No person shall store lubricating oils or other flammable materials except in appropriate storage cabinets suited for such use.

Article 8. Rate and Fee Schedule

Section 8.1 Rate and Fee Schedule

Operator/tenant shall pay the rates and fees specified by the City for engaging in activities (see Attachment 2-Safford Regional Airport Rate and Fee Schedule).

Operator's/tenants failure to remain current in the payment of any and all rates and fees due to the City shall be grounds for revocation of any agreement or approval authorizing the conduct of activities at the Airport.

Section 8.2 Aeronautical Business Permit

- a. No commercial aeronautical activity shall be conducted by any person at the airport without said person being in possession of a valid aeronautical business permit. Each person holding an aeronautical business permit must hold a valid and current business and privilege tax license issued by the City if such license is required by the City. Issuance of an aeronautical business permit does not entitle the holder to possess, occupy or exclusively use any portion of the Airport, grant any exclusive right to conduct any business or activity, or authorize any conduct prohibited by zoning regulations or any other applicable law.
- b. Except as specifically stated otherwise in this section, an application for an aeronautical business permit shall be approved or denied by the City as indicated in the Airport Minimum Operating Standards. The City is not responsible or liable for any loss, injury, or damage as a result of the failure of the City to grant an administrative approval of an aeronautical business permit. Each application for an aeronautical business permit shall consist of the following:
 - (1) An aeronautical business permit application form.
 - (2) All information identified required by the Airport Minimum Operating Standards.
 - (3) Such other information as the City may reasonably request.
- c. Notwithstanding subsection A of this section, the City shall issue an aeronautical business permit to any person lawfully engaged in a permitted commercial aeronautical activity upon receipt of a complete permit application.

Attachment 1: Safford Regional Airport Air Operations Area (AOA)





ATTACHMENT 2

SAFFORD REGIONAL AIRPORT

SCHEDULE OF RATES AND CHARGES

Article 1 - Aircraft Parking

Parking is available for all based and transient aircraft at the Safford Airport. Transient aircraft may park either on the FBO ramp and pay the FBO their charges, or park on the City (East) Ramp for the below charges. Based aircraft not belonging to an FBO must be parked on the City Ramp and pay the below fees or be parked in a hangar.

<u>Aircraft Type</u>	<u>Nightly</u>	<u>Monthly</u>
Single-engine, piston engine:	\$5.00	\$40.00
Turboprop/Twin Engine/Jet:	\$10.00	\$60.00
Helicopter:	\$10.00	\$60.00

No parking fees shall be assessed to aircraft that do not remain overnight at the airport.

Article 2 – T-Hangar Leases

Existing T-Hangars (4450 E Aviation Way)	\$200.00 per month*
New T-Hangars (All Others)	\$300.00 per month*

*Rate subject to a 3% increase each fiscal year on new and existing leases.

Article 3 – Ground Leases

Ground Lease rate for airside property	\$0.20 per square foot annually*
Ground Lease rate for landside commercial property	\$0.15 per square foot annually*

*Rate subject to a 3% increase each fiscal year on new and existing leases.

Article 4 – AERONAUTICAL BUSSINESS PERMIT FEES

The following monthly Commercial Operation Fees shall be assessed to each commercial aeronautical activity or enterprise operating out of the Safford Regional Airport.

Air Ambulance/Aeromedical Companies:	\$500.00
Aircraft Charter/Air Taxi Operators:	\$500.00
Aerial Applicator (Firefighting or Agricultural):	\$500.00
Aircraft Painting and Refurbishment:	\$150.00
Airframe and Powerplant Repair:	\$150.00
Avionics Repair:	\$150.00
Other Commercial Activity:	\$150.00

Aircraft Rental:	\$150.00
Aircraft Sales:	\$150.00
Aircraft Flight Instruction:	\$150.00
Mobile Airframe and Powerplant Mechanic:	\$150.00*

Commercial aeronautical activity operators shall pay each fee applicable to the operator's activities. The exception to these requirements is government entities, who are exempted from paying any aeronautical business permit fees.

* Mobile mechanics shall be required to obtain and provide the applicable insurance policies equal to those required of a based airframe and powerplant repair station. Mobile mechanics shall be defined as aircraft mechanics conducting aircraft repair activities on the airport without a hangar or operating agreement.

ARTICLE 5 - FUEL FLOWAGE FEES

Aircraft fueled from aircraft fueling vehicles or tanks operated by the FBO or any other non-government entity shall pay a fuel flowage fee of \$0.06 per gallon on 100LL and \$0.08 on Jet A. This fee shall be assessed based on the volume of each delivery that is received. Operators of vehicles or tanks must provide the city with insurance policies evidencing liability and environmental coverage in an amount acceptable to the city and listed in the Airports Rules and Regulations and Minimum Operating Standards.

ARTICLE 6 – LEASE APPLICATION FEE

Persons desiring to enter into a ground lease shall pay the following fee to help offset the City's cost of advertising and preparing the various documents:

Per lease application: \$150.00

ARTICLE 7 – LEASE/OPERATING AGREEMENT ASSIGNMENT FEE

Persons or entities with a current ground lease or operating agreement shall pay the following fee when selling, assigning, or transferring their agreement to another person or entity:

Per sale, assignment, or transfer: \$150.00

ARTICLE 8 – GATE ACCESS CARD FEES

Persons or entities who require un-accompanied vehicle access inside the airport fence shall pay the following fees when applying for a gate access card:

New Card: \$25.00
Lost Card/ Replacement Card: \$50.00