

## **REGULATIONS AND STANDARDS**

**For The Operation Of The**

**ACCOMACK COUNTY AIRPORT  
MELFA, VIRGINIA**

**WHEREAS**, the County of Accomack, Virginia is the owner of a public Airport which has been developed and improved with Federal and State funds;

**WHEREAS**, the Accomack County Airport Commission desires to establish the Rules and Regulations for the orderly operation of activities on the Accomack County Airport and Minimum Standards for aeronautical services to be provided at the Accomack County Airport;

**NOW, THEREFORE**, the Accomack County Airport Commission hereby establishes the Rules and Regulations and Minimum Standards for the Accomack County Airport.

**ADOPTED AUGUST 13, 1998**

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## SECTION I. GENERAL PROVISIONS

### A. PURPOSE

The rules and regulations contained in this document, hereinafter referred to as the Regulations and Standards, are intended to provide a structure for the management, governing and effective use of the Accomack County Airport and to do so in such manner as to better maintain order and protect the safety of the public and tenants of the Airport. The Regulations and Standards are intended to be reasonable, non-arbitrary and non-discriminatory.

### B. DEFINITIONS

1. **Aeronautical Activity** means any activity commonly conducted at the Airport which involves or is required for the operation of aircraft or is required for the safety of such operations.
2. **Aeronautical Operator** means any FBO that provides a commercial aeronautical service at the Airport which is not provided by the Commission.
3. **Aeronautical Operator Lease** means any (a) lease agreement between the Commission and an Aeronautical Operator leasing property at the Airport, or (b) sub-lease agreement approved by the Commission between any FBO at the Airport and any FBO sub-leasing property at the Airport, in either case, for the purpose of providing Aeronautical Services at the Airport.
4. **Aeronautical Service** means any commercial service which involves the operation of aircraft or is required for the safety of aircraft operations conducted on the Airport by a person who has a lease or written permission from the Commission to provide such service.
5. **Aircraft** means a device that is used or intended to be used for flight as defined by the FARs.
6. **Airport** means the Accomack County Airport and all of the area, buildings, facilities and improvements within the boundaries of said Airport as it presently exists or as it may exist when it is hereafter modified.
7. **AIRPORT SERVICE ATTENDENT** means an employee of the Commission.
8. **AGL** means altitude expressed in feet measured above ground level.
9. **ALP** means the current Airport Layout Plan for the Accomack County Airport, which has been approved by the FAA and the Virginia Department of Aviation.

10. **Air Operations Area** or **AOA** means the area of the Airport used or intended to be used for landing and takeoff or surface maneuvering of aircraft including the associated hangars and navigation and communication facilities.
11. **Aircraft Support Vehicles** means those vehicles routinely used on the aircraft apron or parking areas in support of aircraft operations.
12. **Airport Manager** means the person employed by the Commission to manage the Airport.
13. **Airfield Service Vehicles** mean those vehicles operated by Airport management and routinely used for service, maintenance, and construction on the AOA.
14. **AWOS** means Automated Weather Observation System.
15. The **Commission** means the Accomack County Airport Commission created by and established under Chapter 628, Virginia Acts of Assembly (1956), pursuant to the provisions of Article II, Chapter III, Title 5 of the Code of Virginia.
16. **FAA** means the Federal Aviation Administration.
17. **FAR** means the Federal Aviation Regulations as published and amended from time to time.
18. **Fixed Base Operator** or **FBO** means an individual or firm based and operating at the Airport and providing Aeronautical Services.
19. **FSDO** means Flight Standards District Office (FAA).
20. **IFR** means Instrument Flight Rules which govern the procedures for conducting instrument flight.
21. **Landside** means all buildings and surfaces used by surface vehicular and pedestrian traffic at the Airport.
22. **Minimum Standards** means the standards which are established by the Commission, amended from time to time, as the minimum requirements to be met by a tenant, sub-tenant or proposed tenant as a condition for the right to provide Aeronautical Services to the public at the Airport.
23. **MSL** means altitude expressed in feet measured from Mean Sea Level.
24. **NFPA** means National Fire Protection Association.

25. **NFPA 407** means the NFPA Standard for Aircraft Fuel Servicing, latest Edition.
26. **NOTAM** means a Notice to Airmen published by the FAA. (A method of notifying the flying public of conditions at the Airport that may affect flight.)
27. **NTSB** means the National Transportation Safety Board and its successors.
28. **Person** means an individual, firm, partnership, corporation, company, association or other entity.
29. **Service and Delivery Vehicles** means those vehicles operating on the AOA which pick up and deliver air cargo and airport supplies.
30. **Shall** means mandatory and not discretionary.
31. **Special Event** means an Aeronautical Activity which does not comply with these Rules and Regulations or which, although it may comply with these Rules and Regulations, may require an accommodation by other users of the Airport. Special Event includes, but is not limited to, fly-ins, skydiving exhibitions, balloon operations or similar events or activities.
32. **Unicom** means a nongovernmental communication facility which may provide airport information.
33. **VDoA** means Virginia Department of Aviation.
34. **Vehicle** means all conveyances, except aircraft, used on the ground to transport persons, cargo or equipment.
35. **VFR** means Visual Flight Rules which govern the procedures for conducting flight under visual conditions as described in FAR Part 91.
36. **WADO** means the Washington Airports District Office of the FAA.

### C. AIRPORT OPERATIONS

The Airport will be open to all aircraft 24 hours a day, every day of the year, provided that the Airport may be closed when either the Commission or the Airport Manager determines that an unsafe condition exists. The Airport may remain closed until the unsafe condition has been corrected or no longer exists. The FBO and Aeronautical operators are not required to be open at all times the Airport is open. Meteorological conditions at the Airport shall be determined by those measurements taken by the AWOS installed at the Airport.

#### D. AIRPORT MANAGER

The Airport Manager is responsible for the overall management and operation of the Airport. The Airport Manager is authorized to take all reasonable actions necessary to protect and safeguard both the Commission property and the public at the Airport and to oversee all Airport operations for compliance with these Regulations and Standards. The Airport Manager will use reasonable efforts to coordinate tenant activities to avoid conflict.

#### E. AUTHORIZATION CRITERIA

Aeronautical Services authorized by the Commission shall satisfy the following conditions:

- a. Any FBO providing Aeronautical Services under the FARs shall provide the
  - (1) Proof of proper and current licenses approved by the FAA.
  - (2) No less than the minimum insurance required by the State of Virginia.
  - (3) The Commission and the County of Accomack, Virginia shall be named as additional insured.

#### F. INSURANCE

1. The Aeronautical Operator shall use only insurance companies which are authorized to do business within the Commonwealth of Virginia.
2. Each Aeronautical Operator shall, at the request of the Airport Manager, deliver to the Airport Manager copies of all certificates of insurance for required insurance, any policy amendments and policy renewals and any additional information related to Required Insurance. Each policy shall require the insurer to provide at least 30 days prior written notice to the Commission of termination or cancellation.
3. Each Aeronautical Operator shall make all policies for required insurance, policy amendments and other related insurance documents available for inspection and photocopying by the Airport Manager or the Commission upon reasonable notice.
4. Each Aeronautical Operator shall maintain the following insurance policies:

- a. Workers Compensation and Employers Liability Insurance as required by the Commonwealth of Virginia.
- b. General Liability Insurance. This insurance must be written on an occurrence basis, responding to claims arising out of any occurrences that may take place during the policy period. The general liability form shall provide limits of at least the following with no deductible:
  - \$1,000,000 each occurrence for bodily injury & property damage.
  - \$1,000,000 each incident for personal and advertising injury.
  - \$1,000,000 product-completed operation aggregate.
  - \$1,000,000 general aggregate.
- c. The Commission and the County of Accomack, Virginia shall be named as additional insured.

The contractual liability coverage shall include protection for the Aeronautical Operator from claims arising out of the liability assumed under the indemnification provision of these Regulations and Standards.

- d. Business Automobile Liability Coverage as required by the Commonwealth of Virginia.
  - e. Aircraft Liability Insurance as required by the Commonwealth of Virginia.
  - f. Hangarskeepers Liability Insurance. Hangarskeepers legal liability coverage shall include protection for those lessees operating a hangar storage or aircraft maintenance/repair service to a limit of at least \$1,000,000 each occurrence.
5. Any Person providing an Aeronautical Service to the public at the Airport under the supervision of, or pursuant to an arrangement with, an Aeronautical Operator shall not be required to obtain the insurance described above if the insurance policy or policies of the Aeronautical Operator covers that Person to the same extent and in same amount as the applicable insurance policy described above for the Aeronautical Operator.
  6. Insurance for aircraft licensed in Virginia shall be in accordance with Code of Virginia, Chapter 8.1, Title 5.1-88.1 through 6.

## G. REPORTING REQUIREMENTS

In order to promote and maintain safety at the Airport any bodily injury requiring medical attention, or any damage to property at the Airport, or any other accident,

incident, occurrence or unsafe practice relating to any aircraft shall be reported to the Virginia State Police and the Airport Manager. An Accident Reporting Form is attached as Exhibit B. If the accident or incident report is required under 49CFR830, a copy of that information may be submitted to the Airport Manager in lieu of the form in **Exhibit B**.

#### H. GROUND VEHICULAR TRAFFIC AND PARKING

1. Traffic laws of the Commonwealth of Virginia shall apply to the streets, roads, and designated vehicular parking areas at the Airport, unless otherwise provided. Only authorized fire-fighting equipment, ambulance and emergency vehicles may drive on other than established streets, roads and designated parking areas on the Airport, unless special permission has been granted by the Airport Manager. Private vehicles shall not be left unattended on the AOA or on the grass adjacent to this area. Designated parking areas are the paved or graveled lots outside the Airport security fence. Nothing in this section shall be construed to prohibit the FBO or Aeronautical Operators from using vehicles to transport supplies to hangars but the vehicles shall not remain on the AOA after the supplies have been delivered to the hangar.
2. Individual aircraft owners and pilots who own or rent hangar spaces at the Airport may drive to their aircraft as approved and directed by the Airport Manager and may park private vehicles at their own risk in their rented hangars. No unauthorized vehicle shall be left unattended in the Aircraft Operation Area.

#### I. VEHICLE RULES AND REGULATIONS

1. All vehicles other than those owned or operated by based aircraft owners are required to obtain authorization from the Airport Manager or Airport personnel before entry onto the AOA.
2. All operators of privately owned vehicles are required by the Commission to have a valid operator's permit for a motor vehicle as required by the Commonwealth of Virginia before operating such vehicle on the Airport property.
3. General Vehicle Regulations:
  - a. No person shall operate a motor vehicle on the apron or taxiways at a speed in excess of 15 MPH, except during emergency response.

- b. No person shall operate a motor vehicle on the AOA when such vehicle does not possess valid license tags required by the appropriate authority.
- c. The driver of any motor vehicle operated on the Airport must at all times comply with any lawful order, signal or directive of an authorized representative of the Airport.
- d. No motor vehicle shall be operated on the Airport if it is so constructed, equipped or loaded as to endanger persons or property.
- e. No person shall park a vehicle on the Airport other than in the area specifically established by Airport Management for parking the equipment.
- f. All motor vehicles, except scooters, shall be equipped with headlights and one or more red tail lights; the headlights to be of sufficient brilliance to assure safety in driving at night, and all lights shall be kept lighted after sunset unless the vehicle is in a designated parking area.
- g. No person shall operate a motor vehicle on the Airport in a reckless manner or at a speed that will preclude collision with any other property or persons in the area.
- h. Emergency conditions existing on the Airport will not mitigate or cancel any existing rule. During such conditions every driver of any motor vehicle shall make certain that his vehicle does not move in any direction which could interfere with any authorized operation necessary for the effective control of the emergency.
- i. Any equipment that is not needed for repair or construction of runway or taxiway shall not be parked within a FAA defined safety area (such as Object Free Zone, Runway Safety Area, or other defined safety area). Parking of equipment on the Airport during hours when repairs or construction are not in progress shall not be within the Object Free Area as defined by the FAA. During hours of daylight such equipment shall be marked by flags not less than three feet square made of alternating one foot squares of white and international orange cloth and during hours of darkness by obstruction lights when applicable.

#### 4. Right-of-Way Between Motor Vehicles:

- a. Emergency vehicles shall have the right-of-way over all other motor vehicles operating on the Airport.

- b. On the apron fuel tenders shall have the right-of-way over other vehicles.
  - c. Maintenance and construction vehicles shall have the right-of-way when operating within routes specifically designated by the Airport Manager in each instance of repairs or construction requiring several movements within a short period of time, or during any extensive construction.
5. Right-of-Way Between Motor Vehicles and Aircraft:
- a. With the exception of emergency vehicles operating under emergency conditions, all vehicles shall relinquish right-of-way to any aircraft moving under its own power.
  - b. With the exception of emergency vehicles operating under emergency conditions, all vehicles shall pass to the rear of any aircraft moving under its own power.
  - c. With the exception of emergency vehicles operating under emergency conditions, all vehicles shall pass to the left side of any aircraft moving under its own power.

#### J. CONSEQUENCES OF NON-COMPLIANCE WITH SAFETY PROCEDURES FOR GROUND VEHICLES

1. Any employee of the Accomack County Airport Commission who violates any of the procedures for safe and orderly access to, and operation on, the AOA and safety area by ground vehicles shall be subject to disciplinary actions.
2. Any tenant or contractor, or any of their employees, agents, or licensees of the Accomack County Airport Commission who violates any of the procedures for safe and orderly access to and operation on the AOA by ground vehicles shall be subject to disciplinary actions.
3. All aircraft owners/operators operating ground vehicles at the Airport should be familiar with the Regulations and Standards, including the Consequences of Non-compliance With Safety Procedures For Ground Vehicles, and agree to abide by such Regulations and Standards.

#### K. PEDESTRIANS, PASSENGERS AND SIGHTSEERS - AIRPORT SECURITY

The Federal Aviation Administration has determined that employees of airports, airport tenants and contractors, who have access to the AOA of the Airport, are in positions where their actions can have critical impact on the safety and security of the traveling public. In order to protect persons and property no unauthorized personnel shall be allowed in the AOA.

## L. ADVERTISING SIGNS

No signs or other advertising shall be placed or constructed upon the Airport, Airport entrance roads, or on any building, or structure or improvement thereon without prior written approval of the Airport Manager. All signs or advertising media shall be kept in good repair and neat appearance and shall meet all size and location requirements specified by the Commission or Accomack County.

## M. AIRCRAFT OWNER MAINTENANCE

1. Nothing contained herein shall prevent any Person operating aircraft on the Airport from performing any services on its own aircraft, with its own employees, (including, but not limited to maintenance, repair and fueling) which it may wish to perform, subject to these Rules and Regulations. Any aircraft owner utilizing an employee to perform aircraft maintenance shall, at the request of the Airport Manager, provide evidence of employment in a form acceptable to the Airport Manager.
2. All repairs to aircraft or engines other than specified in FAR 43, Preventive Maintenance paragraph A43.c, made by the aircraft owner or Aeronautical Operators shall be made in the spaces or areas designated for such purpose by the Airport Manager or Commission or in the enclosed leased area of the Operator and shall not be made on any part of the landing area, taxiways, ramps or fueling or service areas.

## N. SPECIAL EVENTS

1. Any Person wishing to sponsor a Special Event shall obtain the prior written approval of the Airport Commission. The Airport Manager shall require such safeguards as s/he deems necessary to protect the Airport, Aircraft using the Airport, and the general public. These requirements may include, but are not limited to, bonds, insurance policies, additional security personnel, facilities and a waiver/authorization to the FAR's issued by the FAA. The Commission is prohibited by the FAA from closing the Airport for any activity that is not an Aeronautical Activity. The Commission may establish and charge reasonable fees for Special Events.
2. In the event any person or operator desires to conduct a Special Event at the Airport on the basis of a single usage, then the person shall make application to the Airport Commission and shall provide the following:
  - a. A temporary tower if required by FAA regulations.

- b. Operate in the space designated by the Commission and not interfere with other operations at the Airport.
- c. Insurance naming the Commission as an additional insured as follows:

In the event there is no air show, then the operator shall provide insurance in a single limit coverage in the amount of One Million Dollars (\$1,000,000.00) per occurrence for property damage. If the operator intends to conduct an air show or intends to conduct any aerobatics, then the operator shall provide insurance at least equal to the Commission's limit of liability insurance. **Section 2c. does not pertain to an organized activity in which the primary activity or function is off Airport property and does not require a change in normal Airport operations or issuance of NOTAMs relating to the event.**
- d. In the event the operator desires to conduct aerobatics, then it shall conduct those activities in the areas designated by the Commission and as approved by the FAA.
- e. The operators shall provide adequate personnel for parking at the Airport and, if necessary, will make arrangements for law enforcement personnel to provide for traffic control.
- f. In its application, the operator shall provide an estimate of the number of people expected to attend and, at its own expense, provide rest room facilities (in addition to the public rest rooms in the Terminal Building) for the estimated number of people expected to attend the activity.
- g. All fuel sales for aircraft associated with the special activity shall be purchased from the Commission and/or FBO and no outside fuel sales shall be permitted.

#### O. CONSTRUCTION ON THE AIRPORT

1. Construction contractor's equipment and personnel vehicles will be marked following the guidelines established in FAA Advisory Circular 150/5370-2C or its latest revision, Operational Safety on Airports During Construction, Section 9 - Vehicles on Airports.
2. During periods of construction activity within 125 feet of the runway edge, the Airport Manager requires that a radio operator be on the construction site with a two-way radio. The operator's function is to control and direct the movement of the construction equipment via information from the Airport Manager.

## **SECTION II. AIRCRAFT OPERATION**

### **A. RESPONSIBILITIES**

1. Operation of all aircraft at the Airport shall be done in a safe and responsible manner and in compliance with these Regulations and Standards, a copy of which will be maintained in the pilot briefing room and by each Aeronautical Operator. Each Person operating an aircraft is responsible for the safety of its operation and for the safety of others exposed to such operation.
2. Any aircraft which is based at the Airport shall be currently registered and insured in accordance with all applicable Federal and State statutes including, without limitations, Title 5.1 of the Code of Virginia, and local ordinances, as the same may be amended from time to time.
3. All aeronautical activities and services for aircraft using the Airport shall be performed on the Airport.

### **B. COMMUNICATIONS**

The Airport is served by a Unicom radio that is manned by the FBO during regular published hours. All pilots of aircraft having radio equipment permitting two-way communications should contact the Airport Unicom to obtain Airport advisory information and announce their intentions when within ten miles of the Airport. All pilots are also encouraged to maintain a listening watch on the frequency 122.8 at the Airport when operating within a 10-mile radius of the Airport. All departing aircraft having radios shall announce on the Unicom their intentions and the runway to be used for departure.

### **C. UNSAFE AIRPORT CONDITIONS**

In the event the Airport Manager determines that conditions at the Airport are unsafe for landings or takeoffs, a NOTAM shall be initiated to close the Airport, or any portion thereof, for a reasonable period of time or until those unsafe conditions can be corrected or no longer exist.

### **D. REMOVAL OF DAMAGED AIRCRAFT**

In the event any aircraft is wrecked or damaged to the extent that it cannot be moved under its own power, the pilot shall immediately notify the Airport Manager, the aircraft owner and Regulatory Authorities. Subject to governmental investigations and inspection of the wreckage, the owner or pilot of the wrecked or damaged aircraft, or the owner's agent or legal representative, shall as soon as reasonably possible obtain the necessary permission for removal of said aircraft from all landing areas, taxiways, ramps, tie-down areas and all other traffic areas, and park or store said aircraft in an

area designated by the Airport Manager. If the owner of the aircraft fails for any reason to remove the wrecked or damaged aircraft from the AOA or Airport as requested, the Airport Manager may cause the removal and storage or disposal of the wrecked or damaged aircraft at the sole expense of the aircraft owner.

#### E. AIRCRAFT PARKING

No Person shall park, store, tie-down or leave any aircraft on any area of the Airport other than that which is prescribed by the Airport Manager and is not prohibited by these Rules and Regulations.

1. Aircraft pilots, owners or agents shall properly secure their aircraft while parked or stored. Aircraft pilots, owners or agents are solely responsible for parking and tying down their aircraft, including any special security measures required by weather conditions or other conditions at the Airport. Aircraft pilots, owners or agents shall also be responsible for securing aircraft in a manner necessary to avoid damage to other aircraft or buildings at the Airport in the event of wind or other severe weather. Owners, pilots or agents of all aircraft shall be held solely responsible for any damage or loss resulting from the failure of such owner, pilot or agents of such aircraft to comply with these Regulations and Standards.
2. Each tie-down space being rented on a monthly basis shall be assigned to a specific aircraft. Tie-down spaces shall be designated and assigned by the Airport Manager. A person shall not knowingly take or use any aircraft tie-down facility when such facilities are already in actual use by or rented to another person. Tie-down space renters shall not sublease their space.
3. All cargo shall be loaded and unloaded in the leased areas of those Aeronautical Operators who provide that aeronautical activity.

#### F. TRAFFIC PATTERNS

1. All aircraft operating into and out of the Airport shall follow any noise compatibility procedures, as may be established from time to time, for flying over noise sensitive areas. All aircraft shall adhere to the approved Airport traffic pattern. See **EXHIBIT A**.
2. The traffic pattern altitude for the Airport is 550 feet AGL for ultralights, 850 feet AGL for single-engine and multi-engine piston aircraft, and 1050 feet AGL for turbine aircraft.
3. The traffic pattern for aircraft is standard left hand for all runways.

4. Helicopter traffic pattern is 500 feet AGL standard right hand pattern. Air taxiing is permitted only over runways, ramps and taxiways. Helicopter operators shall operate so as to minimize rotor downwash on the ramp or they shall be required to be towed to the taxiway before starting the engine.
5. All takeoffs or landings by powered aircraft shall only be on the paved runways unless otherwise directed by the Airport Manager.
6. All aircraft taxiing to and from the runways shall be on the approved or paved taxiways.

## G. FIRE PREVENTION

The authority for all fire prevention at the Airport shall be the State and Local Fire Code and the latest edition of NFPA 407 including all NFPA Standards referenced in 407.

1. No aircraft shall be fueled or defueled while in a hangar or other enclosed place. Fueling or defueling shall be done in such a manner and with such equipment that adequate connections for electrical bonding shall be continuously maintained.
2. The cleaning of engines or other parts of aircraft shall not be carried on in any hangar except with nonflammable substances. If flammable liquids are employed for this purpose, the operation shall be carried on outside in the open air in designated spaces. Flammable liquids shall be stored in Underwriters Laboratory (U.L.) approved containers. No hazardous material of any kind shall be stored in any hangar. All aircraft painting shall be done in accordance with safety procedures approved in writing by the Airport Manager.
3. All hangar and shop floors shall be kept clean and free of oil, gas and other flammable substances. No volatile, flammable solvent or other hazardous material shall be used for cleaning floors. No rags soiled with flammable substances shall be kept or stored in any building on the Airport in such manner as to create any fire hazard.
4. No person shall smoke or produce any open flame within 50 feet of any fueling facility. When heaters and open flames (acetylene torches for heating components, welding or soldering) and arc welding equipment are being used in any building on the facility, the Operator of the equipment must adhere to State and local fire codes.
5. Any Person using the Airport area or the facilities of the Airport in any way shall exercise the utmost care to guard against fire and injury to persons or property.

6. Fuel services shall be administered by an authorized FBO attendant using the proper safety equipment. Individuals or Aeronautical Operators refueling their own Aircraft from their own containers must comply with NFPA 407.
7. No Person shall have the right to sell fuel on the Airport except the Accomack County Airport Commission which has exercised the proprietary exclusive right to sell fuel on the Airport.
8. The following general rules shall be followed in connection with the fueling of any aircraft:
  - a. A portable properly classed fire extinguisher shall be readily available and in the vicinity of the fueling operation.
  - b. Fueling in hangars is prohibited.
  - c. Applicable aircraft bonding requirements shall be followed.
  - d. All funnels and fueling apparatus shall be metal and shall be bonded to the Aircraft.
  - e. Fueling personnel shall not carry lighters or matches on their person while engaged in fuel servicing operations.
  - f. Where applicable, all electrical equipment used in the fueling operation shall be U.L. approved and all equipment shall be approved by the State Fire Marshall's local office.
  - g. All fueling operations shall comply with requirements of the State and Local Fire Code and the current edition of NFPA 407 including all NFPA Standards referenced in 407.

#### H. OTHER AERONAUTICAL ACTIVITY

Any Person wishing to use the Airport for unusual activities, including but not limited to, pick up or drop an aerial advertising banner, a parachute drop area, launch and recover gliders or sail planes (motorized or non-motorized), shall obtain the prior written approval of the Airport Manager. The Airport Manager shall require such safe guards as s/he deems necessary to protect the Airport, aircraft using the Airport and the general public. These requirements may include, but are not limited to, bonds, insurance policies, additional security personnel, facilities and waivers/authorizations to the FAR's issued by the FAA, and licensing, permitting and insurance policies required

by Title 5.1 of the Code of Virginia. The Commission may establish and charge reasonable fees for this activity.

## I. ASSIGNED AREAS

No aeronautical operator shall occupy any common use areas except as authorized by these Regulations and Standards or by the Commission.

## J. HANDLING AND STORING HAZARDOUS ARTICLES AND MATERIALS

### 1. Hazardous Materials

- a. The Accomack County Airport Commission is not a material-handling agent at the Airport. Hazardous material, including explosives, corrosives, and radioactive materials shall be handled, stored, and transported to and from the Airport by the aeronautical operator in accordance with the hazardous material specifications adopted by their company, in accordance with applicable Federal and State Regulations.

### 2. Fuel and Fueling Operations

- a. The Accomack County Airport Commission is the fueling agent on the Airport.
- b. The Accomack County Airport Commission, the fueling agent which dispenses fuel involving the public, has adopted acceptable training standards for fueling safety practices as contained in the Airport Rules and Regulations, the Local Fire Code, and guidance contained in NFPA 407, Standard for Aircraft Fuel Servicing and AC 150/5230-4, Aircraft Fuel Storage, Handling and Dispensing on Airports.

## K. COMPLIANCE WITH SAFETY AND ENVIRONMENTAL RULES AND REGULATIONS

All users of the Airport shall comply with all safety and environmental Rules and Regulations adopted by the Commission. A copy of such Rules and Regulations as currently in force shall always be available at the office of the Airport Manager.

## **SECTION III. INFRACTIONS AND ENFORCEMENT**

### A. INFRACTIONS

Infraction means any of the following:

1. A violation of these Regulations and Standards.
2. In the case of an FBO, a violation of the FBO Lease or giving false or inaccurate information to the Commission or the Airport Manager in connection with the FBO Lease.

#### **B. EFFECT OF INFRACTION**

Any Infraction by any Person shall result in termination of the contract or agreement under which such person is operating. Upon termination, such Person shall not be eligible for a new contract or agreement for a minimum period of six (6) months.

#### **C. NOTICE OF INFRACTION AND TERMINATION**

The Commission, acting through the Airport Manager or other such designee shall give notice of termination by sending a letter, certified mail, to the Person at the address listed upon the relevant contract or agreement or, at the option of the Commission, at the person's last known address. In addition to any penalties otherwise provided by County Ordinance, Commonwealth of Virginia law, the Civil Air Regulations or the Federal Aviation Regulations, and all other rules and regulations of the CAB and/or the FAA and/or the Commission, any person violating these Regulations and Standards the Commission reserves the right to review the infractions and take any action that the Commission feels is in the best interest of the public and the Airport.

#### **D. HEARING**

Any Person whose contract or agreement shall hereafter terminate may request a hearing thereon before the Commission provided such request is made in writing and received by the Airport Manager within ten (10) calendar days of the date of the Commission's notice of termination to such Person. The Commission shall mail notice of the date, time and location of such hearing to the Person requesting same and such notice shall be mailed at least five (5) days in advance of such hearing date. At the hearing, the Party requesting the hearing may appear, may be represented by counsel and may present evidence. Upon completion of the hearing, the Commission shall affirm, revoke or modify the termination and shall give prompt written notice of its action to the Person requesting the hearing. Any determination of the Commission adverse to the Person requesting the hearing shall be subject to appeal in accordance with the then-applicable laws of the Commonwealth of Virginia.

### **SECTION IV. MISCELLANEOUS**

#### **A. SEVERABILITY**

In the event that any provision of these Rules and Regulations shall for any reason be determined to be invalid, illegal or unenforceable in any respect, the other provisions of these Regulations and Standards shall remain in full force and effect.

#### B. EFFECTIVE DATE

These Regulations and Standards shall be effective immediately upon adoption by the Commission.

EXHIBIT A

EXHIBIT B

ACCIDENT REPORTING FORM

ACCOMACK COUNTY AIRPORT

In accordance with the accident reporting provisions of the Regulations and Standards governing the operation of the Accomack County Airport, it is mandatory to report any damage to public property and any injury requiring medical attention. Damage to privately owned property located within the confines of the Airport is to be reported to the owner. The Airport Manager will help you with contacting the owner.

This form is for local Airport usage and does not replace the reporting requirements of 49CFR830 nor of 24VAC 5-20-290 with regard to aircraft accidents and incidents. A copy of a Federal or State aircraft accident report may be submitted in lieu of this report.

1. Name of person \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

Date and time of occurrence \_\_\_\_\_

2. Nature and extent of injuries  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of accident/injury \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Name of doctor or hospital\_\_\_\_\_

3. Kind of property and extent of damage (use reverse for vehicles and aircraft)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of owner\_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone (H)\_\_\_\_\_ (W)\_\_\_\_\_

4. Reported to State Police \_\_\_yes \_\_\_no Date/Time\_\_\_\_\_

Report number\_\_\_\_\_

Name of police department\_\_\_\_\_

Weather condition(s)\_\_\_\_\_

5. Vehicle/Aircraft identification (number 1)

Name of owner\_\_\_\_\_

Address\_\_\_\_\_

Phone (H)\_\_\_\_\_ (W)\_\_\_\_\_

N Number (or TAG & State) \_\_\_\_\_  
Year & Make

(VIN) \_\_\_\_\_

6. Vehicle/Aircraft identification (number 2)

Name of owner \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

N Number (or TAG & State) \_\_\_\_\_  
Year & Make

(VIN) \_\_\_\_\_

7. Name of Witness

\_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

8. Name of Witness

\_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

9. Remarks or additional information \_\_\_\_\_

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10. Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

EXHIBIT C