

ST. CLAIR COUNTY INTERNATIONAL AIRPORT

Rules and Regulations

As adopted by the

St. Clair County Board of Commissioners

March 18, 2009

ST. CLAIR COUNTY INTERNATIONAL AIRPORT

RULES and REGULATIONS

Introduction

In order to encourage and ensure the economic health of, and the orderly operation of aviation and related activities at the St. Clair County International Airport (Airport), St. Clair County (County) as the operator of the Airport, has established these Rules and Regulations. It is important for those engaged in activity at the Airport to note that these Rules and Regulations form the baseline of activities at the Airport. Airport users are also required to comply with all applicable Federal, State, and local laws, codes, ordinances, and other regulatory measures pertaining to such activities.

Acknowledgement

A Rules, Regulations and Minimum Standards Committee was established to guide and participate in updating the Airport Rules and Regulations. Committee members included:

Mr. Wallace Evans, SCC Board of Commissioners

Mr. Jeff Bohm, SCC Board of Commissioners

Mr. Shaun Groden, SCC County Administrator

Ms. Cheri Peart, SCC County Purchasing

Ms. Kathy Reaume, SCCIA Airport Manager

Mr. Rick Hammond, MDOT-Aeronautics

Mr. Gary Fletcher, SCC Corporation Counsel

Mr. Jeff Beckett, Friends of the Airport

Mr. David Corby, SCCIA Advisory Board

Mr. Doug Alexander, St. Clair County EDA

Mr. William McKelvey, Huron Avionics

The public service and civic involvement of these individuals has enabled the Airport to develop and refine this foundational document and set the stage for future development and improvement to this important community asset.



St. Clair County International Airport

Mission Statement

***S**t. Clair County International Airport shall focus on being a viable center for air commerce and air transportation, with a strong emphasis on safety, integrity, and progressive infrastructure development, supporting economic development through accommodation of trade, business activities, and presenting new opportunity for job creation within St. Clair County, Michigan.*



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CHAPTER 100

GENERAL

SECTION 100.1 DEFINITIONS:

The following definitions shall apply to these Rules and Regulations:

- A. AERONAUTICAL ACTIVITY means any activity commonly conducted at the Airport which involves, makes possible or is required for the operation of Aircraft, or which contributes to or is required for the safety of such operations. These activities include, but are not limited to, air taxi and charter operations, pilot training, Aircraft renting, sightseeing, aerial photography, crop dusting, aerial advertising, aerial surveying, skydiving, ultralight operations, Aircraft sales and services, sale of aviation petroleum products, repair and maintenance of Aircraft, or sale of Aircraft parts and Aircraft storage.
- B. AIRCRAFT means a device that is used or intended to be used for flight in the air.
- C. AIR INDUSTRIAL PARK means the 80 acre St. Clair County Air Industrial Park Plat as recorded in Liber 89 of Plats, Pages 3 to 7 inclusive, St. Clair County Records, and located immediately adjacent to the St. Clair County International Airport, including the streets and taxiways within its boundaries.
- D. AIRPORT means all property, including easements and rights-of-ways, belonging to the St. Clair County International Airport, to include areas not used for aeronautical purposes.
- E. AIRFIELD means Aircraft parking ramps, taxiways, runways, safety areas, runway protection zones and facilities housing navigational aids as designated by Airport Management and more fully depicted on the Airport Layout Plan (ALP).
- F. AIRPORT DIRECTOR means the leader and manager of the Airport, as appointed by County Administrator and the St. Clair County Board of Commissioners.
- G. AIRPORT LAYOUT PLAN (ALP) means the Airport Layout Plan set for the St. Clair County International Airport approved by the FAA that may be revised from time to time.
- H. AIRPORT MANAGEMENT means the County Administrator, Airport Director, and/or his/her designee.
- I. BUILDING SITE or SITES shall mean any lot, or portion thereof, or two (2) or more contiguous lots or portions thereof, or a parcel of land upon which a building or buildings and appurtenant structures, including landscaping, may be erected in conformance with the requirements of these regulations.

- J. COMMERCIAL OPERATION means an activity or operation such as the sale of gasoline or oil, the solicitation or engagement in charter flying or flight instruction, the overhaul or repair of an Aircraft or of engines or accessories, the sale of Aircraft parts, or otherwise offering aeronautical facilities or services to the public for profit.
- K. COMMERCIAL OPERATOR means any Person engaged in a Commercial Operation on the Airport, and must have a valid Operating License issued by the Airport Director.
- L. COUNTY means St. Clair County.
- M. COUNTY RAMP means all Aircraft parking areas owned by Airport, to include those leased to a Commercial Operator.
- N. EMERGENCY VEHICLE means police or fire, ambulances, and any vehicle conveying an authorized Airport official or employee in response to an emergency call.
- O. FIXED BASE OPERATOR (FBO) means any person, authorized by the Airport and St. Clair County to offer aeronautical services to the public at the Airport as a Tenant, sub-tenant or by permit.
- P. FLYING CLUB means a non-profit corporation or association having three (3) or more members, all of whom are owners or stockholders in the corporation owning the club's Aircraft, and having as its primary purpose the use of such Aircraft for the personal use and enjoyment of its members.
- Q. GROUND LEASE means that portion of the Airport leased to an individual, corporation or other legal entity under specific terms and condition. Terms and conditions of a specific Ground Lease may include, but not necessarily require, an Operating License.
- R. HANGAR shall mean any building used primarily for storage of Aircraft, and shall be subject to inspection by Airport Management for compliance with rules and regulations.
- S. HANGAR DEVELOPMENT AREA means the area, as time-to-time designated in the Airport Master Plan, for erection, construction and operation of hangars as defined above.
- T. LESSEE or TENANT means a person, corporation or legal entity who leases or rents assets of the Airport, either through a Ground Lease or some other facility lease, and who is responsible for fulfilling the terms and conditions of a lease with the County.
- U. MINIMUM STANDARDS means the standards that are established by the St. Clair County Board of Commissioners, as amended from time to time, stating the minimum requirements to be met by a Tenant, subtenant or proposed Tenant as a condition for the right to provide aeronautical services to the public at the Airport.
- V. OPERATING LICENSE is that instrument issued by the Airport Director required for a Commercial Operator to provide services to the public on the Airport.

W. PERSON means any individual, firm, partnership, corporation, company, or association and includes any director, trustee, receiver, agent, or similar representative.

X. PILOT means any person who is FAA certified and responsible for the control of an Aircraft.

Y. PROPERTY LINE shall mean the line of division of two (2) contiguous parcels of land; separates a parcel of land and a public way; separates a parcel of land and a taxiway; and/or separates/divides parcels of land and the surrounding area.

Z. SIGNS shall mean any structure, device or contrivance, electric or non-electric, and all parts thereof, which are erected or used for advertising purposes upon or within which any power, bill, bulletin, printing, lettering, painting, device, or other advertising of any kind whatsoever is used, placed, painted, posted, tacked, nailed, pasted, or otherwise fastened or fixed. All signs will be approved by the Airport Director.

AA. STRUCTURES and/or IMPROVEMENTS shall mean and include hangars, buildings, out buildings, parking areas, loading areas, Aircraft ramp areas, fences, walls, and illumination facilities.

BB. TAXILANES means those rights-of-ways so designated by Airport Management and connecting to a taxiway or apron and thereby serving all Aircraft based on or using the Airport and essential to the use and operation of the Airport.

CC. TAXIWAYS mean those aviation surfaces so designated by Airport Management as to be open to all Aircraft for the purpose of taxiing Aircraft to and from runways and other Airfield locations and surfaces.

DD. TERMINAL PARKING AREA means the public parking area for Aircraft adjacent to the public terminal building, as designated by Airport Management.

EE. VEHICLE means any device used primarily for the ground transportation of persons or property.

SECTION 100.2 ABBREVIATIONS

Above Ground Level	AGL
Air Industrial Park	AIP
Airport Layout Plan	ALP
Airport Traffic Pattern	ATP
Common Traffic Advisory Frequency	CTAF
Federal Aviation Administration	FAA
Michigan Aeronautics Commission	MAC
Michigan Department of Environmental Quality	MDEQ

SECTION 100.3 SCOPE

All rules and regulations enacted by the MAC and/or the FAA relative to persons, Pilots, Aircraft, air traffic, and airports now in effect, or any amendments adopted in the future, are hereby adopted by reference and made a part of these regulations.

Airport Management shall have complete authority, at its sole discretion, to open and close aeronautical surfaces, and to suspend flying operations when, in its opinion, the condition of the Airfield is such as to make flying operations unsafe.

No Person shall utilize the Airport property as a base or point of operation for the purposes of engaging in Commercial Operations of any nature without having previously obtained the written authority from Airport Management in the form of an Operating License.

SECTION 100.4 NON-DISCRIMINATION

All Commercial Operators using the Airport and Air Industrial Park shall furnish their services on a fair, equal and non-discriminatory basis. Commercial Operators will not, on the grounds of religion, race, color or national origin, sex, age, height, weight, marital status, or handicap discriminate or permit discrimination against any person, or groups of persons in any manner prohibited by Title VI of the Civil Rights Act of 1964; or by Part 15 of the Federal Aviation Regulations. Airport Management shall have the right to take such action as the Federal Government may direct to enforce this obligation.

SECTION 100.5 DISORDERLY CONDUCT

No person shall commit any disorderly, obscene, or indecent act, or an act of nuisance, or engage in any form of illegal activity on the Airport.

The Airport Management shall at all times have authority to take action as may be necessary in the handling, conduct and management of the public in attendance at the Airport.

SECTION 100.6 WEAPONS AND EXPLOSIVES

No person except federal, state and local sworn peace or law enforcement officers; duly authorized Department of Homeland Security representatives such as Transportation Security, Customs and Immigrations officials; authorized Airport officials; members of the armed forces of the United States on official duty; or persons with current concealed weapon permits, shall carry any weapon or explosive material onto the Airport. Properly encased, unloaded sporting guns may be carried for transshipment. The possession of said articles shall not be in violation of any of the laws of the County, the State of Michigan or the United States.

SECTION 100.7 OPEN BURNING AND SMOKING

No person, at any time, shall incinerate any article on Airport property without prior written permission from the Airport Director, who will require that an appropriate burn permit from Kimball Township is acquired, and per County ordinance.

No person, at any time, shall smoke on the aprons, in gasoline storage areas, or in any building used for the storage of Aircraft, or within fifty (50) feet of any fueling or defueling operation, or in conflict with County ordinance regarding smoking within County-owned facilities.

SECTION 100.8 AIRPORT SECURITY

Lessees, Tenants and users of the Airport shall adhere to all security requirements, to include Airport, State of Michigan, FAA and the Transportation Security Administration rules and requirements. Lessees, Tenants and users shall be responsible for the immediate closure, after use, of any gates.

SECTION 100.9 VIOLATION OF REGULATIONS AND APPEAL PROCESS

In the event of failure to adhere to and comply with these regulations, Airport Management will notify the violator of such violations. Whenever practicable, such notice shall be in writing. If the violator fails to correct the violation within the time specified in the notice, it will be deemed by Airport Management good and sufficient cause to fine the owner of the Aircraft one-thousand dollars (\$1,000), remove any person or Aircraft from the Airport and deny the same any further use and privileges of the Airport, in order to safeguard the Airport and public in general.

When a violation of these Rules and Regulations may cause revocation of an Operating License, a permit and/or privileges exercised by a person at the Airport, such person shall receive written notification from the Airport Director of such alleged violations giving the time and place and such other details as shall adequately apprise such person of the alleged violation and the proposed action. In the event the person receiving such notification desires to contest the alleged violation, or the proposed action, they shall submit a written appeal within ten (10) days of receiving such notification to the County Administrator.

Any Person violating any of these Rules and Regulations is guilty of a misdemeanor and such violation shall also constitute grounds for revocation of such Person's Commercial Operator's license issued by Airport Management.

Any Person observing a violation shall report the violation to the Airport Director.

SECTION 100.10 SAVINGS CLAUSE

If any section, sentence, or clause of these Rules and Regulations is for any reason held void or inoperative, the remaining provisions shall not be affected.

SECTION 100.11 SECTION TITLES

Section titles are for convenience and shall in no way affect or limit the contents of any provision of these Rules, Regulations, and Minimum Standards.

CHAPTER 200

AIRCRAFT

SECTION 200.1 REGISTERING AIRCRAFT

All Aircraft based on the Airport shall be registered with the Airport Management and the Michigan Department of Transportation, Bureau of Aeronautics. Any purchase, sale, or transfer shall be reported within fifteen (15) days. In the case of based Aircraft subleasing Aircraft storage space, the primary Tenant/hangar operator shall have responsibility for ensuring such registration of Aircraft occurs.

All Aircraft based at the Airport shall comply with the Michigan Uniform Financial Responsibility Act, being Act 257 or the Public Acts of 1955, as amended. (M.C.L.A. 259.651 et. seq.)

SECTION 200.2 AIRCRAFT PARKING

Any Aircraft using the Terminal Parking Area may park only in areas designated by Airport Management. The Terminal Parking Area is closed to overnight parking except by prior arrangement with Airport Management.

Aircraft parked overnight on the County Ramp must be chocked and/or tied down by the pilot in the designated tiedown areas. Overnight parking and monthly tiedown fees as established by the St. Clair County Board of Commissioners, and shall be paid to the St. Clair County International Airport.

Aircraft parked in the Hangar Development Areas shall be placed so as not to interfere with normal traffic. Overnight parking of Aircraft and vehicles outside of hangars in the Hangar Development Areas exceeding one (1) day is prohibited. Aircraft engines shall not be run up so as to cause debris to be blown into hangars, buildings, or other Aircraft.

SECTION 200.3 INTERFERING WITH OR TAMPERING WITH AIRCRAFT

No person shall interfere with or tamper with Aircraft, put the engine of an Aircraft in motion, or use any Aircraft, Aircraft parts, instruments or tools without permission of the owner or by specific direction of the Airport Director, except in the case of an emergency whereby loss of property and/or life is at risk.

SECTION 200.4 DISMANTLED/DISASSEMBLED AIRCRAFT

Disassembled Aircraft must be stored inside a hangar. Exceptions may be made by Airport Management for short-term storage outside a hangar of partially dismantled Aircraft undergoing active repair.

SECTION 200.5

HAZARDOUS MATERIAL SPILLS

All operators, Tenants and users shall be responsible for reporting, mitigating and cleaning up, at their expense, spills of oil, fuel, grease or other hazardous materials associated with their Aircraft and operations, their customer's Aircraft and operations, and Aircraft and operations within their leasehold on the Airport, in a manner consistent with the MDEQ Rules and Regulations pertaining to vehicle-related releases..

Small Spills (less than thirty (30) gallons):

The Airport Director shall be notified immediately of any spill less than thirty (30) gallons. Additional information, in writing, shall be provided to the Airport Director within seventy-two (72) hours of said spill outlining actions taken to mitigate and clean up the spill.

Large Spills (thirty (30) gallons and greater):

For spills of thirty (30) gallons or greater, in addition to notifying the Airport Director, the following notifications shall be made:

1. 911 shall be called – immediately at time of spill.
2. Kimball Township Fire Department Central Dispatch (810) 985-8115 shall be called – immediately at time of spill.

Reporting:

The operator, tenant or user responsible for any spill shall file written report(s) pertaining to the spill within seventy-two (72) hours of the spill occurrence to the following agencies:

1. Airport Director
2. Local Emergency Planning Committee (LEPC) shall be called.
LEPC contact: St. Clair County Emergency Management
200 Grand River
Suite 204
Port Huron, MI 48060
Phone: (810) 989-6327
3. MDEQ Remediation and Redevelopment Division (RRD) shall be called.
RRD contact: Phone: (586) 753-3700
FAX: (586) 753-3859

The Pollution Emergency Alerting System (PEAS) Hotline can be used for the MDEQ/RRD notification: (800) 292-4706

Written reports shall be on a form acceptable to the County. For spills less than thirty (30) gallons use MDEQ Responding to Vehicle-Related Releases in Michigan form (Exhibit A). For spills thirty (30) gallons and greater use MDEQ Spill or Release Report (Exhibit B).

Failure to report, mitigate or clean up per these rules and County ordinance shall result in a fine of one-thousand dollars (\$1,000.00).

**SECTION 200.6 AIR SHOWS, AERIAL DEMONSTRATIONS AND
AEROBATICS**

Aerobatics shall be performed only within aerobatic boxes, either temporary or permanent, and only after proper definition and notice has been given to the flying public through proper FAA notification processes so that pilots, users and operators can understand and anticipate such activities.

CHAPTER 300

TRAFFIC

SECTION 300.1 PEDESTRIAN TRAFFIC

No person shall enter upon the Airfield without authorization from Airport Management. Authorized Persons shall include, but not be limited to, Pilots, passengers and mechanics licensed to do business at the Airport, Commercial Operators, Persons having business with Commercial Operators, or duly authorized officials charged with enforcing local, state or federal laws or regulations.

All Persons, when requested by Airport Management, shall present identification and show cause for entering the Airfield.

This rule shall not prohibit the owner of a Hangar or an airplane access to his property when not engaged in a flying operation.

SECTION 300.2 LOITERING AND TRESPASSING

No person shall loiter on any part of the Airport or in any building on the Airport. In the event of any failure to comply with an appropriate request to leave the premises, such person shall be regarded as a trespasser and a criminal complaint shall be filed with the St. Clair County Sheriff's office.

SECTION 300.3 VEHICLE TRAFFIC

No person shall operate any Vehicle upon or drive across the Airfield without authorization from Airport Management. Authorized Vehicles may include, but not limited to, Vehicles used for administrative and maintenance purposes, Emergency Vehicles or Commercial Operators and their employees.

Authorization to enter the Airfield with a Vehicle to travel to and from their parked Aircraft may be given to owners of Hangars and Aircraft based at the Airport, Pilots and mechanics employed by a licensed Commercial Operator, and others whom Airport Management may deem necessary. Said authorization shall be given in writing and carried in the Vehicle while on the Airfield. A gate access card will be considered written authorization.

Access to the Airfield by authorized Vehicles shall be permitted so long as they do not interfere with normal operations and are not a hazard to parked or operating Aircraft.

The parking of Vehicles is permitted in areas designated by Airport Management.

All Vehicles authorized to drive on active runways, with the exception of Emergency Vehicles, shall have a yellow rotating beacon and be equipped with an aviation frequency radio tuned to 123.5 MHz.

Each Commercial Operator and Airport personnel must obtain Airfield familiarization before vehicle access authorization shall be given by Airport Management, and before an Airport gate card is issued.

Issuance of vehicle authorization shall be predicated on successful completion of the “Airfield Driver’s Permit Test” (Exhibit C).

CHAPTER 400

HANGARS & BUILDINGS

SECTION 400.1 – GENERAL CONDITIONS

- A. Each Lessee of a Building Site agrees to use the Site only in accordance with the restrictions herein set forth and to refrain from using the Site in any way inconsistent with or prohibited by the provisions of these regulations.
- B. It is the intent and purpose of these regulations to provide for the development and regulation of Hangars and other Structures and Improvements at the Airport by establishing uniform regulations to control the type of construction and to protect the character of the Airport and the surroundings as a whole.
- C. All plans for Structures and Improvements shall be prepared by registered engineers and/or architects, shall require written approval of the Airport Director before permitting takes place, and shall obtain appropriate permits from County and any City or Township having jurisdiction before any construction can take place. The “Corporate and Private Hangar Checklist” (Exhibit D) shall be used to track the hangar development process.

SECTION 400.2– DEVELOPMENT STANDARDS

In order to provide for uniform and desirable development at the Airport, development standards have been put in place for the construction and maintenance of Hangars and other structures.

A. SPACE OCCUPANCY

- 1. **GENERAL.** No Structure or Improvement shall be placed on any Site closer to a Property Line than herein provided. The following Structures and Improvements are specifically excluded from these setback provisions:
 - a. Roof overhang, provided such overhang is approved in writing by Airport Management as hereinafter provided;
 - b. Steps and walks;
 - c. Driveways and Aircraft ramps;
 - d. Fences of which received specific written approval from Airport Management as hereinafter provided.
- 2. **SIDE SETBACK.** The minimum side setback is established as ten (10) feet from the Structure or Improvement to each side Property Line.

3. REAR SETBACK. The minimum rear setback is established as ten (10) feet from the Structure or Improvement to each rear Property Line.
 4. FRONT SETBACK. The front property line is defined as the property line contiguous to an Aircraft taxi lane or taxiway. The minimum front setback is established as ten (10) feet from the Structure or Improvement to each front Property Line.
 5. The front setback must also be a minimum of ninety-five (95) feet from any secondary Taxiway centerline for Group III Aircraft (wingspan 79' - 117') or sixty-five (65) feet from any secondary Taxiway centerline for Group I and II Aircraft (wingspan less than 79') as depicted on the Airport's Airport Layout Plan set.
 6. The front setback must also be a minimum of one-hundred fifteen (115) feet from any primary Taxiway centerline.
- B. COMPLETION OF CONSTRUCTION. After commencement of construction of any Structure or Improvement, the owner shall diligently proceed with the work thereon, to the end that the Structure or Improvement shall not remain in a partially finished condition for any longer than reasonably necessary for completion. The time limit for said completion shall be one (1) year unless delayed due to conditions beyond the control of the owner.
- C. LANDSCAPING. Every Site shall be landscaped with a lawn so as to eliminate erosion of soil by wind, rain, snow, prop wash and/or jet blast.
- D. PARKING. All Vehicles shall be parked in an area designated for Vehicles.
- E. ACCESS. Illegal or unauthorized traffic (Persons and Vehicles) shall not be allowed access to Taxiways through the Construction Building Site.
- F. STORAGE AND REFUSE MATERIALS. No materials, supplies, equipment or refuse, including trash containers, shall be stored or kept in any open area on the Building Site.
- G. INSURANCE. Lessees and Tenants shall maintain insurance acceptable to the County, as defined in their leases, and consistent with any schedules of insurance adopted by the Airport and/or the County, which may be amended from time to time.
- H. BUILDING REGULATIONS.
1. All buildings shall be sturdy and rugged and constructed of masonry, concrete, steel materials or wood frame and steel siding integrated with proper foundations and concrete slab construction. All structures shall be white, off-white, tan or other neutral color, and the specific color shall be approved by Airport Management. Building permits must be obtained from Kimball Township.
 2. All on-site electrical, telephone, water, sewer, and any other utilities shall be provided by the Lessee. Paving from the Taxiway to the Hangar shall be at the Lessee's expense. Lessees desiring water and sewer services shall connect in accordance with the St. Clair County

Department of Public Works Resolutions NO. 78-7 and 78.8 as amended. The Lessee shall bring utilities to the property and/or building at Lessee's own expense, and without impact to on-going Airport operations or the operations of the Airport's Tenants and users unless prior coordination and authorization is obtained from the Airport Management prior to disruption occurs.

3. No Structure or Improvement situated on the Site shall exceed thirty-five (35) feet in height as established by the Airport Zoning Ordinance. Lessee shall prepare and Airport Management shall file FAA Form 7460-1 (Exhibit E), Notice of Proposed Construction and Alteration, and receive approval from the FAA, Michigan Department of Transportation/Bureau of Aeronautics and Airport Management prior to starting building construction.

I. MAINTENANCE.

1. Lessee, at its expense, shall keep said Sites, Structures and Improvements in good repair and of neat and attractive appearance.
 - a. Lessee shall keep the entrance to the leased Site reasonably clear from snow and ice during the winter season.
 - b. Lessee shall remove all refuse, garbage, and papers from the Site and shall keep the Site in a clean, safe, and sanitary condition at all times.
 - c. If maintenance of the Site or the exterior of any Structure or Improvement thereon is not properly performed, Airport Management shall give a written (15) fifteen-day notice to the Lessee of the Site. Such notice shall contain a list of all maintenance or other violations.
 - 1) The Lessee of the Site upon which such notice is served shall have fifteen (15) days to correct the items listed on the notice.
 - 2) After the expiration of the fifteen (15) days from the date of service of the notice, the Airport Director shall order the work contained in the notice to be done. Such work shall include, but not limited to, grass cutting, trash removal and snow removal that may have an impact to the safety and enjoyment of others. The expenses of such work shall be a joint expense of all of the Lessees of the Site. Airport Management shall be reimbursed for all costs and expenses so incurred, together with interest at the highest rate permitted by law, but not to exceed twelve (12) percent per annum thereon, forthwith upon demand thereof. Entry upon a Site by the Airport Management for the purpose of such work or inspection as herein described shall not be a trespass, and the owner and all occupants shall be deemed to have consented thereto.
 - d. Any provisions contained herein relative to approval by Airport Management shall not alleviate the requirements of meeting all the laws of the United States, of the State of Michigan and of the Township of Kimball relative to property regulations, and

laws and regulations promulgated by the United States, State of Michigan and the county of St. Clair relative to Aircraft traffic shall be strictly adhered to.

- e. Aircraft maintenance performed by aircraft owners in any Hangars or other Structures by persons other than Commercial Operators, licensed by Airport Management, shall be limited to inspections and replacement of parts and repairs incident thereto provided such repairs do not involve appliances using open flames or highly heated parts other than an electric soldering iron. The use of open flames or highly heated parts shall not be allowed unless otherwise authorized by the Airport Management.

J. **SIGNS.** No Sign of any type shall be allowed on any Site except for the identification of occupant such as name and address with letters and/or numbers to be a maximum of twelve (12”) inches high. However, signs approved by Airport Management pursuant to a license granted to a Commercial Operator may be allowed when approved in advance by the Airport Director and when meeting the requirements of the Kimball Township sign ordinance. A Kimball Township sign permit must also be obtained before construction of a sign is accomplished.

SECTION 400.3 – REGULATIONS OF USES

Building Sites, Structures and Improvements shall only be used for the specific purposes authorized in the lease. In addition, no person shall engage in a Commercial Operation on a Building Site without a license issued by Airport Management.

SECTION 400.4 – PARAGRAPH HEADINGS

Paragraph headings are inserted for convenience only, and are not intended to be a part of these Hangar Regulations or in any way to define, limit or describe the scope or intent of the particular paragraph to which they refer.

SECTION 400.5 – OTHER APPLICABLE REGULATIONS

The Hangar Regulations listed herein shall be subject to other applicable regulations where such regulations are more restrictive or are more definitive than the provisions of these Hangar Regulations and are not inconsistent therewith. Local, state, and federal laws and regulations apply at the Airport, and the fact that they are not specifically outlined in the Airport’s Rules and Regulations makes neither the set of regulations nor the governing laws inconsistent.

SECTION 400.6 – EFFECT OF INVALIDATION

If any provision of these Hangar Regulations is held to be invalid by any court, the invalidity of such provision shall not affect the validity of the remaining provisions hereof.

CHAPTER 500

FIRE REGULATIONS

SECTION 500.1 GENERAL FIRE SAFETY

All Persons using the Airport shall exercise the utmost care to guard against fire or injury to persons or property.

All persons shall comply with all applicable laws and regulations, insurance requirements and with "NO SMOKING", "FIRE LANE", and other regulations and signs posted by Airport Management.

SECTION 500.2 AIRCRAFT FIRE SAFETY

No airplane shall be fueled or drained of fuel while the engine is running or while in a hangar or other enclosed space. Pre-flight fuel samplings are allowed in such areas.

The cleaning of engines or other parts of an airplane within an enclosure shall be with non-flammable liquids. If volatile flammable liquids are employed, cleaning operations shall be carried on in the open air.

CHAPTER 600

COMMERCIAL OPERATIONS

SECTION 600.1 GENERAL

No Person shall engage in Commercial Operations on the Airport without a license issued by the Airport Director and the payment of the annual fee as from time to time specified by the St. Clair County Board of Commissioners.

A license shall not be granted until the applicant has delivered to the Airport Management satisfactory documentation that the minimum standards, as set forth in the St. Clair County International Airport 'Minimum Standards', and the additional requirements, as provided in Sections 300.1-10 of those Standards for the specific Commercial Operation requested, have been met.

As a further condition of the license, the Commercial Operator shall also agree to notify the Airport Director within five (5) days of any change in the information initially furnished to meet these standards and requirements.

Current copies of all required certificates and licenses must be placed on file with Airport Management.

CHAPTER 700

APPEALS AND VARIANCES

SECTION 700.1 APPEALS

Any Person shall have the right to appeal actions and interpretations of these Rules, Regulations, and Minimum Standards by Airport Management to the County Administrator. Such appeals shall be in writing and filed within twenty-one (21) days of any such decision or interpretation.

SECTION 700.2 VARIANCES

The St. Clair County Board of Commissioners shall have the authority to grant such variances as may be in harmony with the general purpose and intent of these Rules and Regulations and the Airport's Minimum Standards where a literal application of such regulations would result in an unreasonable and unnecessary difficulty or burden and the relief granted would not be contrary to the public interest, but would do substantial justice and be in accordance with the spirit of these Rules and Regulations and the Airport's Minimum Standards, based upon the following standards:

- A. safety concerns
- B. compatibility with the Airport Master Plan
- C. whether any nuisance conditions would be created such as traffic congestion, lighting, etc.
- D. any other reasonable alternative available to the variance
- E. self-created problem

SECTION 700.3 CONDITIONS

Any such variance may be allowed subject to any reasonable condition or conditions that the St. Clair County Board of Commissioners may deem necessary to effectuate the purpose of these Rules and Regulations and the Airport's Minimum Standards.

CHAPTER 800

AIRPORT IMPOUNDMENT PROCEDURES

SECTION 800.1 IMPOUNDMENT PROCEDURES

This rule shall apply to all persons or entities who use the Airport and its facilities:

- A. Airport Management may remove and impound any Aircraft or other vehicles found on Airport property:
 - 1. Parked in an area designed and posted as restricted area without written authorization from Airport Management
 - 2. Parked in violation of these Rules and Regulations
 - 3. Abandoned on Airport property for more than fourteen (14) days without prior notification and permission of Airport Management
 - 4. Whose owner has failed to pay parking fees for fifteen (15) days after the date of the first statement that a parking fee is due. The parking statement shall be attached to the Aircraft or other vehicles
 - 5. Parked in such a way as to constitute a hazard or impediment to the general public or to the movement and operation of Aircraft or emergency equipment.
- B. At the time of removal for impound, a Notice of Impound shall be posted by Airport management as near to the location from which the Aircraft or vehicle was removed as is practical, and a copy of the notice shall be mailed by Airport Management to the address listed on the Aircraft, or vehicle registration in the Aircraft or vehicle, or in the Airport records. If no address is known to the Airport Director, the notice shall be published twice in a daily newspaper with a general circulation in St. Clair County, within a period of ten (10) working days from time of impound. The notice shall describe the Aircraft or vehicle, the parking violation requiring impoundment, the location at which the Aircraft or vehicle is being impounded, the name and address of the person to see about the impound, and owner's rights to file an request for a hearing under subsection (D) of this section.
- C. The owner of the Aircraft or vehicle shall be responsible for costs involved in removing, impounding, and storage of such Aircraft or vehicle, and costs incurred by publication or the Notice of Impound. The Airport Director shall have any vehicle towed by a towing company licensed by the Michigan Public Service Commission, or any Aircraft towed by Fixed-Base Operator licensed by MDOT/AERO.
- D. Any person affected by decision made within St. Clair County International Airport pursuant to this Chapter may request a hearing in writing to the County Administrator. The person shall request such a hearing in writing to the County Administrator not more than 30

days after the action of Airport Management except for the modification of the time limits provided in this section.

CHAPTER 900

EFFECTIVE DATE

SECTION 900.1 EFFECTIVE DATE

These Rules and Regulations, shall become effective

Approved by the St. Clair County Airport Commission on January 17, 1995

Approved by the St. Clair County Board of Commissioners on March 8, 1995

Approved by the St. Clair County Board of Commissioners on November 22, 2000

Approved by the St. Clair County Board of Commissioners on March 18, 2009

Exhibits

- (A) MDEQ Responding to Vehicle-Related Releases in Michigan – for spills less than 30 gallons
- (B) MDEQ Spill or Release Report – for spills 30 gallons and greater
- (C) Airport Driving Permit
- (D) Construction and Alteration Private/Corporate Hangar Checklist
- (E) FAA Form 7460-1

EXHIBITS

Exhibit A

MDEQ Responding to Vehicle-Related Releases in Michigan—for spills
less than 30 gallons

Exhibit B

MDEQ Spill or Release Report—for spills 30 gallons and greater

Exhibit C

Airport Driving Permit

Exhibit D

Private/Corporate Hangar Checklist

Exhibit E

FAA Form 7460-1 Construction and Alteration