

BOARD OF AVIATION COMMISSIONERS

RESOLUTION NO. 14-03

**A RESOLUTION OF THE BOARD OF AVIATION COMMISSIONERS OF THE CITY
OF GREENWOOD ADOPTING RULES AND REGULATIONS**

WHEREAS, the Board of Aviation Commissioners (the "Board") is the executive board charged with approving and adopting rules and regulations for operations at the Greenwood Municipal Airport;

WHEREAS, it is prudent and advisable to have established and well noticed rules and regulations;

WHEREAS, the Board of Aviation Commissioners finds that it is in the best interests of the Greenwood Municipal Airport to adopt the Rules and Regulations;

WHEREAS, a copy of the rules and regulations shall be made available to all individuals and/or entities using the Greenwood Municipal Airport as requested.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF AVIATION COMMISSIONERS OF THE GREENWOOD MUNICIPAL AIRPORT THAT:

1. The Rules and Regulations attached hereto as Exhibit A are hereby approved and adopted effective April 10, 2014.

2. A copy of the Rules and Regulations shall be made accessible to all users of the Greenwood Municipal Airport by posting the same on the Greenwood Municipal Airport's webpage.

3. A hard copy of the Rules and Regulations shall be made available at the office of the Airport Manager during business hours for inspection upon request.

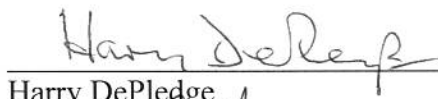
4. To the extent the Rules and Regulations conflict with any federal, state, or local law or regulation, the federal, state, or local law or regulation shall control.

PASSED BY THE BOARD OF AVIATION COMMISSIONERS OF THE GREENWOOD MUNICIPAL AIRPORT this 10 day of April 2014, by a vote of 4 ayes, 0 nays.

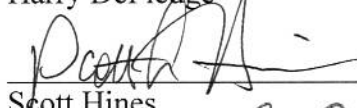
**GREENWOOD BOARD OF AVIATION
COMMISSIONERS**



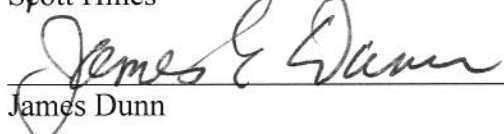
Dr. David Kovach



Harry DePledge



Scott Hines



James Dunn

ATTEST:



Lori Barrett, Recording Secretary

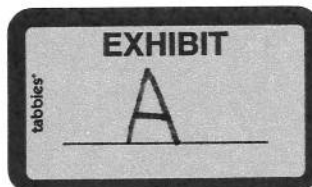
RULES AND REGULATIONS
GREENWOOD MUNICIPAL AIRPORT

Greenwood, Indiana

ADOPTED BY
THE GREENWOOD BOARD OF AVIATION

Authority:
Indiana Code: 8-22-2-5
FAA Order 5190.6B

Adopted: March 13, 2014



A. INTRODUCTION

Section 1 - General Information

1.1 Purpose

These Airport Rules and Regulations have been adopted by the Greenwood Board Of Aviation Commissioners (BOAC). The provisions of this document are intended for the safe, orderly and efficient operation of the Greenwood Municipal Airport (Airport), and apply only to the area within the Airport.

1.2 Scope

The Airport is owned by the City of Greenwood ("City"). The Airport shall at all times be under the control of the BOAC. The BOAC will designate an Airport Manager to supervise the operation of the Airport. All users, customers and visitors of the Airport shall be governed by these Airport Rules and Regulations. Administration of the terms of the Airport Rules and Regulations shall be under the authority, responsibility and control of the Airport Manager. Policy making activities of the rules reside with the BOAC. When an emergency exists at the Airport, the Airport Manager is empowered to issue such 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 have the power of regulation as long as the emergency exists.

Nothing contained herein shall be construed to grant or authorize the granting of an exclusive right forbidden by Section 308 of the Federal Aviation Act of 1958 or for aeronautical activities including, but not limited to:

- A. Charter Operations
- B. Pilot Training
- C. Aircraft Rental
- D. Aerial Photography
- E. Crop Dusting
- F. Sale of Aviation Petroleum Products
- G. Air Carrier Operations
- H. Aircraft Sales and Service Incidental Thereto
- I. Any other activity which, because of ' its direct relationship to this operation of aircraft, can be regarded as an aeronautical activity.

These Rules and Regulations shall in no way supersede or abrogate regulations set forth in FAA FAR Part 139, "Certification and Operations of Airports." If any provision of these Rules and Regulations is held invalid, the remainder of the document shall be valid. Future amendments, additions, deletions or corrections to these Rules and Regulations will be incorporated into the document as required and as directed by the BOAC.

1.3 Definitions

Whenever used in these Rules and Regulations, the following capitalized words and phrases, as well as the corresponding noncapitalized words and phrases, shall have the meanings ascribed to them in this Article, except where the context clearly indicates a different meaning. All definitions contained within the Federal Aviation Regulations (14 C.F.R.) Part 1 shall be considered as included herein; to the extent such definitions are not inconsistent with the definitions contained in this Article.

1.3.1 Aircraft Accident or Incident: A collision or other contact between a part of an aircraft and another aircraft, vehicle, Person, stationary object or other thing that results in bodily injury, death or property damage; or an entry into or emerging from an aircraft or vehicle by a Person that results in bodily injury or death of any Person or property damage.

1.3.2 **Aeronautical Item:** An item that is used to support the operation, maintenance, or storage of the aircraft permitted to be stored in the Hangar, including parts, tools, equipment, and other support items.

1.3.3 **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.

1.3.4 **Aircraft Maintenance:** All maintenance performed on an Aircraft, including Major Aircraft Alterations and Repairs, and Aircraft Preventive Maintenance.

1.3.5 **Aircraft Operation:** An aircraft arrival at or departure from the Airport.

1.3.6 **Aircraft Owner:** Any Person holding legal title to an aircraft, as evidenced by an appropriate certificate of title if applicable, or person authorized by the legal title holder to use or possess the aircraft.

1.3.7 **Aircraft Parking Area:** A Hangar and apron location on the Airport designated by the Airport Manager for the parking and storage of aircraft.

1.3.8 **Aircraft Preventive Maintenance:** Aircraft Maintenance that is not a Major Aircraft Alteration or Repair, and does not involve complex assembly operations, and is of the types as listed in FAR Part 43 Appendix A, paragraph (C), except that item (22) thereof, replacing prefabricated fuel lines, shall, for the purpose of the Rules and Regulations, be considered a major aircraft repair.

1.3.9 **Air Recreation Vehicle:** Commonly referred to as an "ultralight," these aircraft are defined under FAA FAR Part 103. These vehicles will be expected to comply with these rules in a similar manner to that expected from an aircraft.

1.3.10 **Air Show:** Aviation activities on the Airport or within the Airport traffic area for the purpose of stunt flying, competition or demonstration for entertainment or promotion.

1.3.11 **Airport:** All land within the legal boundaries of the Greenwood Municipal Airport in Greenwood, Indiana, including leased land and easements.

1.3.12 **Airport Manager:** A person designated by the Greenwood Board of Aviation Commissioners to manage the daily operations of the Greenwood Municipal Airport.

1.3.13 **Airport Owner:** The City of Greenwood represented by the appointed Greenwood Board of Aviation Commissioners or their duly authorized representatives.

1.3.14 **Airport Operations Area (AOA):** Any area of the Airport used for landing, takeoff or surface maneuvering of aircraft. The AOA is considered a restricted area and is off-limits to the general public.

1.3.15 **Authorized Emergency Vehicle:** Any vehicle operated by a governmental or emergency service such as law enforcement agencies, fire departments, the FAA, NTSB and ambulance companies.

1.3.16 **Aviation Related Activities:** Activities or services directly related to or necessitated by aircraft operation at or near the Airport.

1.3.17 **Based Aircraft.** An aircraft (1) which the owner physically locates at the Airport with the intent and purpose to remain for an undetermined period; (2) which, whenever absent from the Airport, including for a limited or seasonal duration, its owner intends to return to the Airport for permanent storage; (3) whose presence on the Airport is not transitory in nature.

1.3.18 **BOAC:** The duly appointed Greenwood Board of Aviation Commissioners for the City of Greenwood.

1.3.19 **City:** The City of Greenwood, Indiana.

1.3.20 **Commercial Activity:** Any activity engaged in for profit, even if no actual profit results from the activity, including but not limited to aircraft sales, service, inspections, maintenance, fuel sales, painting, banner towing, flight training or other activity or work for which a fee is charged, either in money or other consideration. Not included is the sub-leasing of hanger space for storage of aircraft, or the enplaning or deplaning of fare paying passengers of an air taxi operator based at another Airport.

1.3.21 **FAA:** The the Federal Aviation Administration.

1.3.22 **FAR:** The Federal Aviation Regulations

1.3.23 **Flying Club:** Any group of individuals formed into an association or non-profit organization for the purpose of joint ownership and use of aircraft.

1.3.24 **Hangar:** Aircraft Hangars used for aircraft storage or aircraft maintenance.

1.3.25 **Hangar, Conventional T:** Hangar designed with a “T” shaped floor plan to accommodate a single airplane.

1.3.26 **Hangar, Expanded T:** Hangar designed with a “T” shaped floor plan to accommodate a single airplane that has additional floor space and storage area attached

1.3.27 **Hangar, Corporate:** A building constructed for the purpose of providing a sheltered or enclosed space for the storage of corporate aircraft or parts, offices and/or service facilities used in support of aircraft owned or operated by the corporation holding the Hangar lease.

1.3.28 **Hangar, Maintenance:** A building constructed for the purpose of providing a sheltered or enclosed space for aircraft maintenance or inspection.

1.3.29 **Hangar, Owner:** A tenant that owns a Hangar on leased ground within the Airport boundary.

1.3.30 **Hangar, Operator:** A commercial tenant that operates a Hangar or Hangars for rent within the Airport boundary.

1.3.31 **Hazardous Materials:** Any chemical, substance, material, waste or similar matter defined, classified, listed or designated as harmful, hazardous, extremely hazardous, dangerous, toxic or radioactive, or as a contaminate or pollutant, or other similar term, by, and/or that is subject to regulation under, any federal, state or local environmental or hazardous materials statute, regulation or ordinance presently in effect or that may be promulgated in the future, and as they may be amended from time to time.

1.3.32 **Landside:** Public-accessible side.

1.3.33 **Minimum Standards.** The Minimum Standards adopted by the BOAC which govern commercial services offered or provided at the Airport.

1.3.34 **Motor Vehicle:** Any motorized vehicle designated for movement of goods or people upon the ground (excluding aircraft).

1.3.35 **NOTAM:** Notice to Airmen

1.3.36 **Offsite Operator:** An individual or firm whose primary place of business is not located at or adjacent to Airport property, but provides some form of general aircraft services such as maintenance, ground and flight instruction, aircraft sales or other aviation related services.

1.3.37 **Onsite Fixed Base Operator.** An individual, person or firm with a location on the Airport and

provides some form of aviation services (FBO).

1.3.38 **Owner:** Any person, individual, partnership, corporation, association or entity holding legal title or other formal ownership of a motor vehicle, Hangar lease, aircraft, or leaseback arrangement.

1.3.39 **Operational Area:** Any portion of the Airport to which the public is prohibited access by fences or appropriate signs, and that is not leased or demised to anyone for exclusive use, including Runways, Taxiways, Taxilanes, all ramps and apron areas, Aircraft Parking Areas, Fuel Storage Areas, maintenance areas, and any other area of the Airport used or intended to be used for landing, take-off, or surface maneuvering of aircraft, or for embarking or debarking of aircraft passengers.

1.3.40 **Park, Parked, or Parking:** The standing of an Aircraft or Vehicle, whether occupied or not.

1.3.41 **Permission:** An approval or authorization granted by the City or the Airport Manager.

1.3.42 **Permit:** A written document issued by the Airport Manager, authorizing the recipient to conduct one or more Commercial Activities at the Airport that the recipient would not otherwise be authorized (e.g., by a commercial lease) to conduct.

1.3.43 **Person:** Any human being, governmental or political subdivision or public agency, public or private corporation, any partnership, firm, association, club, or other organization; any receiver, trustee, assignee, agent, or other legal representative of any of the foregoing; or any other legal entity.

1.3.44 **Police Officer:** Any commissioned peace officer.

1.3.45 **Public Area:** All portions of the Airport open to public use including roadways, sidewalks, lobby areas, parking areas, observation areas and other land where public access is authorized by the Board or by the Airport Manager.

1.3.46 **Road or Roadway:** Any roadway within the boundaries of the Airport and designated for use by Vehicles, whether improved or unimproved and whether dedicated or not.

1.3.47 **Rules and Regulations:** The version of this document in effect at any given time.

1.3.48 **Runway:** The defined rectangular area of the Airport prepared and designated for aircraft landing and takeoff.

1.3.49 **Specialized Aviation Service Operator (SASO):** A person that conducts one or more of the types of Commercial Aeronautical Activities described in Article 7 of the Minimum Operating Standards.

1.3.50 **Taxilane:** The portion of the Aircraft Parking Areas used for access between Taxiways and aircraft Parking positions.

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

1.3.52 **Traffic Pattern:** The traffic flow that is prescribed for aircraft using the Airport.

1.3.53 **Tenant:** Any Person authorized to occupy or use any portion of the Airport on the basis of either a written lease or permit directly with or from the City, or a sublease with an entity that has a lease directly with the City. "Tenant" includes any entity that has an ownership interest in a Hangar located on Airport property since that ownership interest is subject to both: (1) the lease under which the underlying land was leased from the City, and (2) the sublease under which that land was subleased from the entity (such as a Hangar association) that leased the land directly from the City.

1.3.54 **Tiedown:** An area used for the storage of aircraft or other items permitted by the Airport Manager

or for activities permitted by the Airport Manager that is not covered by a roof.

1.3.55 **Vehicle:** A device other than an Aircraft in, upon, or by which any Person or property is or may be propelled, moved or drawn upon a Roadway.

1.3.56 **Vehicle Parking Area:** Any portion of the Airport designated and made available temporary or permanently by the City for the Parking of Vehicles.

B. GENERAL OPERATING RULES AND REGULATIONS

Section 1 - Authority Of The City of Greenwood

1.1 Authority Over Operations

1.1.1 Aeronautical activities concerning flight of aircraft to or from Greenwood Municipal Airport shall be conducted in conformity with all pertinent regulations established by the Federal Aviation Administration (FAA). Any violation of FAA regulations shall also be considered as a violation of the Airport Rules and Regulations for the Airport.

1.1.2 The BOAC shall have sole authority to enforce these regulations, titled "Airport Rules and Regulations." This authority shall extend to control of leases, maintenance of grounds and facilities, operation of the airfield including landing areas, taxiing areas and public areas, inspection of all structures for compliance to these regulations, Airport improvement, and aviation or non-aviation activities held upon the area owned or leased by the City of Greenwood.

1.1.3 All proposed construction, new or renovation of existing structures, shall be presented to the BOAC for review and comment prior to being reviewed by the Board Attorney for compliance with applicable federal, state and local requirements.

1.1.4 The BOAC may delegate authority to the Airport Manager to enforce any and all Airport regulations. A designated member(s) of the BOAC shall represent the BOAC in negotiations concerning leases or requests for construction or modification of structures; however, the BOAC has the final authority of all decisions.

1.1.5 The Airport Manager has the authority to temporarily close the Airport if he/she believes operations are unsafe for take-offs and landings. The Manager should file a NOTAM with the Flight Service Station informing airmen of the unsafe condition, and cancel the NOTAM when the unsafe condition no longer exists. The Airport Manager shall attempt to notify the BOAC President or Vice President of such closure.

1.2 Right of Entry

1.2.1 The Airport Manager, fire chief or his designee, or other official as designated by the BOAC shall have reasonable right of entry into all areas of the Airport, including all parts of all structures in the performance of his duties, for the purposes of enforcing these regulations. If entry is denied, the authorized representative shall have recourse to every remedy provided by law to secure entry.

1.2.2 No unauthorized motor vehicles will be operated on Airport property, with the exception of areas designated for public parking.

1.2.3 Special events at the Airport and/or rental of Airport facilities requires approval by the BOAC and entry into a contractual Use Agreement. Certain events may also require a Special Events permit from the City.

1.3 Construction, Alteration, and Maintenance

1.3.1 No building or structure may be constructed or altered unless the owner has a valid lease with the

BOAC. No construction or alteration of any structure, including permanent signs, may begin unless plans and specifications have been approved the BOAC and if necessary the City Plan Commission.

1.4 Accident Reports

1.4.1 Accidents resulting in personal injury requiring professional medical treatment or damage to public or private property shall be reported in person or via telephone immediately upon awareness of such an occurrence, to the Airport Manager or City of Greenwood Police and/or Fire Departments.

1.4.2 Any damage to or theft of Airport property must be reported immediately to the Airport Manager.

1.4.3 All accidents and incidents as defined by the FAA shall be reported to the Airport Manager in addition to any accident reporting procedures required by the FAA or NTSB. Additionally, any minor accidents or incidents not requiring a report to the FAA or NTSB, but involving Airport property must be reported to the Airport Manager within three days. If the accident or incident involves Airport lighting or safety devices, the report must be made immediately so appropriate repairs may be made. Determination of liability for repair costs shall be within the authority of the City or its authorized representative.

1.5 Liability and Insurance

1.5.1 The City assumes no responsibility or liability for any loss, injury or damage to persons or property by reason of fire, theft, vandalism, wind or other natural causes, nor does the City assume any liability for injury to any person while on the Airport property or while using any of the public or private facilities at the Airport.

1.5.2 Any person causing, or liable for, any damage to Airport property shall be required to pay the City on demand the full cost of repairs to the damaged property.

1.5.3 All activities and operations at the Airport shall meet all applicable requirements of these regulations.

Section 2 - Operations Regulations

2.1 Airport Use - General Conditions

2.1.1 Any of the Airport regulations concerning the Airport may be suspended or waived by the Board of Aviation, providing that such suspension or waiver does not involve any FAA regulation, cause any safety hazard, or allow any tenant any advantage over any other tenant.

2.1.2 The BOAC may deny use of the Airport or any of the Airport facilities to any person for reason of safety or for violation of any of the Airport regulations. The Airport Manager may deny temporary use of the Airport or any of the Airport facilities to any person for reason of safety. Any person denied usage of the Airport may appeal the same to the BOAC. All such appeals should be made in writing.

2.1.3 Per Greenwood Municipal Code § 6-349, smoking is not permitted at the Airport. This includes all enclosed areas and grounds of the Airport.

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

2.1.5 No persons shall be loaded or unloaded from any aircraft on the Airport with engine(s) running unless they are crew members of that aircraft or crew member(s) are directly supervising passenger loading or unloading.

2.1.6 No person(s), except airmen, duly authorized personnel or persons, passengers going to or from aircraft, or other persons being personally conducted by airmen or Airport attendants shall be permitted to enter the active Airport operations area. This does not give any person (s) so accepted the privilege of unrestricted use of the active Airport operations area. These privileges are confined to the necessary use of this space in connection with flights, inspections, or routine duties.

2.1.7 All commercial activities require the operator to have an approved SASO agreement with the BOAC and fulfilled the requirements of the Airport Minimum Standards.

2.1.8 Motor vehicle access to aircraft normally parked in the established tie-down area or Hangar area is permitted provided that the motor vehicle is operated and parked in such a manner that it does not interfere with aircraft operations or access to other Hangared or parked aircraft. No vehicular or pedestrian traffic is allowed on the runway, taxiway, or adjacent grass areas except for authorized emergency or maintenance equipment, or at the direction of the Airport Manager. No vehicles, aircraft or equipment may block access to any roads, Hangars or other public facilities on the Airport property. Motor vehicles, other than emergency vehicles, shall give right-of-way to aircraft in motion. Speed limit within the fenced area of the Airport is 10 MPH.

2.1.9 Normal access to Hangars located on the northwest side of the Airport and north of the Terminal Building is to be through GATE 3 and access to those Hangars located on the southwest side of the Airport and south of the Terminal Building shall be through GATE 2. GATE 1 is limited access to the main ramp area located in front of the Terminal Building.

2.1.10 No person may abandon vehicles, equipment, aircraft or parts on the Airport property. The BOAC has the right to have such abandoned personal property removed and disposed of with no liability for damage. The last owner of said personal property shall be liable for all costs incurred. An intent to abandon shall be inferred if property is left unattended for greater than thirty (30) days after the Airport Manager provides written notice to the owner of record that the Airport considers said property to be abandoned. BOAC also reserves its right to exercise any lien rights it possesses pursuant to Ind. Code § 32-33-10-15.

2.1.11 Disabled, wrecked or damaged aircraft or parts shall be stored out of public view or removed from the Airport. Any aircraft disabled, wrecked or damaged and not removed within 30 days after notice from the Airport Manager shall be considered abandoned. The Airport is intended for operable aircraft. An 18-month grace period is provided to tenants to document that the aircraft is legally flyable for that class of aircraft as defined by the FAA. If the Tenant is working on an aircraft project or kit, the Tenant must show progress on the project and there is a two year deadline for completion of the project. Tenant may request a one year extension of this deadline from the BOAC.

2.1.12 Waste oil, chemicals, garbage, sludge, ashes, trash or any other waste material may not be disposed of on Airport property. All paper, cans, bottles or similar trash must be put in appropriate approved waste receptacles or disposed of off of the Airport property.

2.1.13 Cleaning fluids, aircraft oil, paint, fuel or gasoline in excess of 10 gallons used for maintenance purposes and the operation of equipment shall be stored in liquid storage cabinets. Quantities not exceeding 10 gallons are allowed to be stored outside of a cabinet in approved containers and in approved locations. All storage of flammable or combustible liquids must be approved by the BOAC.

2.1.14 No person shall use flammable materials for cleaning aircraft or parts except with adequate ventilation in areas approved by the fire chief and/or his designee and with a fire extinguisher within easy reach. Flammable materials, such as naphtha, gasoline, and organic or inorganic solvents shall not be stored at the Airport except in approved containers with adequate warning signs.

2.1.15 Power paint spraying of aircraft or doping fabric aircraft surfaces may only be conducted outside or in enclosed areas approved by the fire chief and/or his designee and the BOAC.

2.2 Aircraft Operation - On Field

2.2.1 No aircraft shall be taxied in or out of a Hangar, nor shall an aircraft engine be started in a Hangar.

2.2.2 Operation of aircraft shall be done in a safe manner. Run-ups shall be conducted so as not to cause harm to people, or damage to property, structures or other aircraft. All aircraft operators will be held responsible for damage resulting from their prop/jet blast or rotor wash.

2.2.3 Hangar tenants shall comply with the terms and agreements of their Hangar lease. No person other than a mechanic or licensed pilot shall taxi an aircraft on any part of the Airport. No person other than a mechanic or licensed pilot shall be at the controls of any aircraft while the engine(s) are being started or running.

2.2.4 Pre-heating of engines is restricted to procedures that do not constitute a hazard to other persons, aircraft or property. Pre-flight engine warm-ups or engine tests must be performed in an area so that no hazard exists to other aircraft, persons or property.

2.2.5 Chemical de-icing and wet washing of airframes is prohibited unless approved by the Airport Manager.

2.2.6 No aircraft shall be fueled while the engine is running or is being warmed by applying external heat. No aircraft shall be fueled in a closed Hangar or enclosed space. Each person engaged in fueling or defueling on the Airport shall exercise care to prevent the overflow of fuel, and shall have readily accessible and adequate fire extinguishers.

2.2.7 No person shall engage in or promote any show, contest, demonstration or similar exhibition within the Airport property without specific permission from the BOAC. Such permission shall not be given without appropriate FAA clearance or exemptions, nor without proof of an insurance policy for the event which covers all hazards and holds the City harmless from any and all claims resulting from the event. No person shall collect any monies for use of any Airport public area.

2.3 Aircraft Operation - Airspace

2.3.1 Aeronautical activities concerning flight of aircraft to or from the Airport shall be conducted in conformity with all pertinent regulations established by the FAA.

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

2.3.3 No flights consisting of repetitive take-offs and landings or touch-and-goes shall be conducted between the hours of 11:00 p.m. and 6:00 a.m., unless approved by the Airport Manager.

Section 3 - Regulations Violation, Variation And Change

3.1 Violations

3.1.1 Violation of these regulations by any tenant or sub-lessee may be considered reason to restrict the activities on the Airport of that person or tenant, in lieu of termination of the lease or contract, if the Board concludes that the person or tenant could correct the violation by restricting his activities so that the violation is eliminated.

3.1.2 Any person who is alleged to be in violation of these regulations and has had their access or usage denied or restricted in any manner, may file a written appeal to the BOAC, and the BOAC will be required to act upon the appeal within thirty (30) days or its next regularly scheduled BOAC meeting. Any restrictions may be limited to certain areas of the Airport, or may be limited to a certain areas of the Airport,

or may be limited to a certain time period, depending upon the violation.

3.2 Change of Rules and Regulations

3.2.1 Any change in regulations adopted by the FAA which affects these regulations shall be automatically adopted without requiring any immediate action on the part of the City.

3.2.2 Any person may request a change in these regulations. The request for a change in the regulations will be presented in writing to the Airport Manager and the BOAC. The request for a change must be accompanied by a statement finding the reasons for a change or a new regulation, and an analysis of how the proposed change would improve the Airport, either aesthetically, financially or improve Airport operations or safety.

3.2.3 A copy of these Rules and Regulations and any adopted changes will be available at the Airport front desk, Airport Manager's office, City Clerk's office and the BOAC web site.

Section 4 – Security

4.1 Security Requirements Regulated by Airport Management

4.1.1 Restricted areas are established for safety and security reasons. Except for passenger enplaning or deplaning of aircraft, the general public is prohibited from the Airport Operations Area unless escorted by authorized personnel. The general public is also prohibited from all other areas of the Airport posted as being **RESTRICTED AREAS**.

4.1.2 Aircraft requiring the presence of security guards or police officers must coordinate this requirement with the Airport Manager.

4.1.3 Only flight crews, passengers going to and from aircraft, aircraft service and maintenance technicians, FAA, Fire Fighting personnel and others authorized by the Airport Manager or BOAC, shall be permitted into the Airport Operations Area.

4.1.4 Pedestrians or motor vehicle operators observed in other than public use areas without authorization by the Airport Manager or the Board will be considered trespassing and may be subject to arrest.

4.2 Security of Aircraft and Airport Operations Area

4.2.1 When the condition or mission of an aircraft requires security guards or police, the owner or operator of the aircraft is responsible for obtaining and paying for security service personnel.

4.2.2 Tenants are responsible for the security of all aircraft and other private property entrusted to their care on the Airport Operations Area or other locations on their Airport tenant-leased areas of responsibility.

4.2.3 Tenants and tenant employees are responsible for safeguarding doors, gates and other forms of passageways between the Airport Operations Area and the landside of the Airport.

4.2.4 A breach in security caused by a tenant or tenant's employee that results in an FAA or BOAC authority finding of negligence will be subject to review, and may result in restricted access to the Airport Operations Area by the tenant.

Section 5 - Construction And Improvements

5.1 Development Criteria

5.1.1 All construction and improvements occurring at the Greenwood Municipal Airport shall be in compliance with development plans and ordinances adopted by the City of Greenwood or the BOAC. All

proposed buildings and improvements shall be reviewed by the BOAC prior to commencement of construction. All required building and special use permits shall be obtained by the applicant prior to construction, after review by the Airport Manager, the BOAC and other City of Greenwood government officials having review, licensing, or permitting authority.

5.2 Site Design

5.2.1 All site designs shall be in compliance with the adopted Airport Layout Plan for the Greenwood Municipal Airport.

5.2.2 Site development on Airport perimeter property may be required to provide for landscaping to screen and buffer automobile parking areas and aircraft tie-down areas from off-site and public rights-of-way. Site landscaping may also be required at other locations on Airport property, determined on a case by cases basis by the BOAC and by the City Plan Commission. Landscaping shall increase and enhance the visual aesthetics of the Airport, but shall not pose operating hazards to aircraft or vehicular traffic.

C. COMMERCIAL ACTIVITIES

Section 1 - General Information

1.1 Minimum Standards

1.1.1 The BOAC has established Minimum Standards and requirements for commercial activities at the Greenwood Municipal Airport pursuant to BOAC Res. 13-01. The Minimum Standards should be reviewed by all person or persons, partnership, company, trust, or corporation intending to engage in commercial activities at Greenwood Municipal Airport. These Minimum Standards are not intended to be all-inclusive as the operator of a commercial venture based on the Airport will be subject to applicable federal, state and local laws, codes, ordinances and other regulatory measures.

1.1.2 In all cases where the words standards or requirements appear, it shall be understood that they are modified by the word minimum. All operators will be encouraged to exceed the minimum. No operator will be allowed to operate under conditions in violation of the Minimum Standards set forth under the Commercial Activities section.