

**RIFLE GARFIELD COUNTY AIRPORT  
Rules and Regulations**



# **RULES AND REGULATIONS**

**ADOPTED BY THE GARFIELD COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**FEBRUARY 7, 2000**

**AMENDED – FEBRUARY 7, 2022**

## **MEMBERS**

**John Martin, Chairman  
Mike Samson, Commissioner  
Tom Jankovsky, Commissioner**

**RIFLE GARFIELD COUNTY AIRPORT  
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**100     GENERAL PROVISIONS**

- 100.01   These Rifle Garfield County Airport Rules and Regulations (“Rules and Regulations”) are promulgated under Colorado Revised Statutes (C.R.S.)(1973), 41-3-106 which specifically grants the Garfield County Board of County Commissioners (BOCC) the power “...to provide the rules and regulations governing the use of such airport and facilities...”
  
- 100.02   The Board of County Commissioners authorizes and directs the Airport Director to interpret, administer and enforce all Airport minimum standards, rules, regulations, and requirements; to permit appropriate aeronautical and non-aeronautical activities on airport property and to receive copies of all licenses, permits, certificates of insurance, and other documents requested and or required to be held or retained on file in the office of the Airport Director.
  
- 100.03   The use of any portion of the airport property for revenue producing activities, whether directly or indirectly, shall be authorized by the Airport Director by lease and or through an Airport Operating Permit. All commercial activity originating on airport property is prohibited without authorization from the Airport Director through a lease or valid Airport Operating Permit.
  
- 100.04   Amendments, additions, deletions or corrections to these Rules and Regulations shall be initiated by the Garfield County Board of County Commissioners as conditions warrant at a regularly scheduled board meeting.
  
- 100.05   These Rules and Regulations supersede and cancel all previous Rules and Regulations of Rifle Garfield County Airport.
  
- 100.06   All operators, users and tenants entering or using the Rifle Garfield County Airport property shall be governed by these Rules and Regulations.
  
- 100.07   Section 18-9-117, C.R.S., as amended, “Unlawful conduct on public property”, makes it unlawful for any person to violate these Rules and Regulations. Section 18-9-117 (3) (a) makes violation of these Rules and Regulations a class 3 misdemeanor. Section 18-1.3-501, C.R.S., as amended, authorizes, upon conviction, a minimum sentence of a \$50.00 fine and a maximum sentence of six (6) months imprisonment or \$750.00 fine or both.
  
- 100.08   Violation/s of these Rules and Regulations may result in a verbal warning, written warning, cease and desist letter, fine, fee, revocation of ramp access privileges, rescind airport operating permit, termination of lease or other agreements, charged with C.R.S 18 Criminal Trespassing and or charged with C.R.S 18 Unlawful Conduct.

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- 100.09 The Airport Director, with or without the assistance of law enforcement, may remove from the Airport any person who violates any rule or regulation prescribed herein, or any applicable statute, rule, or regulation of the federal government or the State of Colorado and may deny use of the Airport and Airport facilities to any such person if it is determined by the Airport Director that such denial is in the public interest.
- 100.10 Consistent with Section 18-9-117 (2) notice of the promulgation of these Rules and Regulations and the possible penalty for violation is prominently posted at the main public entrance to the Airport.
- 100.11 Voiding of any specific rule or regulation shall not affect the validity of the remainder of these Rules and Regulations.

### **200     DEFINITIONS**

As used in these Rules and Regulation and Minimum Standards, the following terms shall have the following meanings:

- 200.01 **Abandoned Aircraft** – Any aircraft that is in a condition that would render the airframe unairworthy and/or remains on the Airport more than three months without payment of the appropriate airport fees.
- 200.02 **Abandoned Vehicle** - Any vehicle which has remained stationary on the Airport more than 90 days and is in a condition that would render the vehicle undrivable, including but not limited to expired license plates, missing or flat tire, or broken window/s.
- 200.03 **Access Apron** – The area adjacent to the public use ramp that is used for access to aprons of hangars with aircraft doors perpendicular to the edge of the ramp.
- 200.04 **Advisory Circular (“AC”)** – The FAA issued advisory circulars that inform the aviation public in a systematic way of non-regulatory material.
- 200.05 **Air Cargo** – An entity that provides the carriage of property, operating under the appropriate FAR.
- 200.06 **Air Charter** – An entity that provides on-demand, non-scheduled passenger services and operates under the appropriate FAR.
- 200.07 **Aircraft** – Any contrivance, now known or hereafter invented, used, or designed for navigation of, or piloted flight in the air. Excluded from this definition is non-piloted aerial systems (UAS).

**Active Aircraft:** Any piloted aircraft whose airworthiness certificate remains in effect with a current annual / conditional inspection. Any active amateur-built, kit-build with an airport with an aircraft conditional permit, any airworthy aircraft that became unairworthy and is returned to airworthiness status within twelve months of unairworthy status. Active long-term self-service maintenance and repair of an aircraft with an aircraft conditional permit.

**In-Active Aircraft:** Any piloted aircraft without a valid airworthiness certificate. Any amateur-built, kit-build without an airport conditional permit, any unairworthy aircraft that is not returned to active status within twelve months of unairworthy status.

- 200.08 **Aircraft Maintenance** – The repair, adjustment, or inspection of Aircraft. Major repairs include major alterations to the airframe, power plant, propeller and accessories as defined in Part 43 of the Federal Aviation Regulations. Minor Repairs include normal, routine inspection with attendant maintenance, repair, calibration, adjustment or repair of Aircraft and accessories.
- 200.09 **Aircraft Movement Area (AMA)** – Areas of the Airport that are used for taxiing, hover taxiing, takeoff, and landing of Aircraft.

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- 200.10 **Air Operations Area (AOA)** – The portion of the Airport enclosed by the wildlife perimeter fence and accessed through any security gate. Traditionally identified for use by Aircraft and any adjacent areas that are not separated by adequate security systems, measures, or procedures – i.e., Aircraft movement area, aircraft parking areas, loading ramps and safety areas; **aka - Airport Operations Area.**
- 200.11 **Aircraft Operator** – Any person who is in actual physical control of an aircraft.
- 200.12 **Airframe** – The fuselage, booms, nacelles, cowlings, fairings, airfoil surfaces (including rotors but excluding propellers and rotating airfoils of engines), and landing gear of an aircraft and their accessories and controls.
- 200.13 **Airplane Design Group (ADG)** - FAA defined grouping of aircraft types as found in FAA AC 150/5300-13. ADG-I / aircraft with wingspan of less than 49 feet. ADG-III / aircraft with a wingspan less than 118 feet.
- 200.14 **Airport** - All land within the legal boundaries of Rifle Garfield County Airport (RIL).
- 200.15 **Airport Layout Plan** – The currently approved, scaled dimensional layout of the entire Airport property, indicating current proposed usage for each identifiable segment as approved by the FAA and the BOCC.
- 200.16 **Airport Director** – The person authorized by the BOCC to administer and direct the operation of the Airport and to enforce these Rules and Regulations.
- 200.17 **Airport Operating Permit** - All operators, users, and tenants (with or without a formal lease) desiring to operate a motor vehicle on airport property shall obtain permission to do so through a valid Airport Operating Permit. Only an Airport Operating Permit holder may act as an authorized escort for a non-permitted party gaining access to the Airport or Air Operations Area. The Airport Operating Permit holder shall take full responsibility and liability for all actions by the escorted party while on the Airport or in the Air Operations Area.
- 200.18 **Annual Airport Operating Permits** - Are valid from January 1 through Dec 31 of each year or for any portion of that year. All Airport Operating Permit's expire at the end of the allotted time frame and revalidation of the permit is required.
- 200.19 **Apron** – The paved area between taxi lane and the aircraft hangar door. Primarily for short term parking and maintenance of aircraft. This is normally used only by the hangar occupants.
- 200.20 **ARFF** - Non-FAA part 139, RIL certified Aircraft Rescue and Fire Fighting. Includes primary responders from Colorado River Fire Protection District that may or may not have specific aircraft and or airfield training.
- 200.21 **Auto Wrecking Yard** – Any place where two or more vehicles not in running condition, or parts thereof, are stored in the open and are not being restored to operation, or any land, building or structure used for wrecking or storing of such motor vehicles or farm machinery, or parts thereof, stored in the open and not being restored to operating condition: and including the commercial salvaging of any other goods, articles, or merchandise.
- 200.22 **Autonomous Aerial Vehicle** - All types of aircraft without any human pilot, crew, or passengers on board.
- 200.23 **BOCC** – Board of County Commissioners of Garfield County, the entity with statutory responsibility for the operation, maintenance, and financial control of the Airport.
- 200.24 **Commercial Aeronautical Activity** – Any aspect of an aeronautical activity that involves, makes possible or relates to the operation of Aircraft, the purpose of such activity being to secure income, earnings, compensation, barter, exchange, or profit, whether such objective is accomplished.
- 200.25 **Commercial Non-Aeronautical Activity** - Any aspect of a business, concession or entity which activity is not directly related to the operation of Aircraft, (e.g., catering, restaurant, rental car, ground transportation,

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courtesy vehicle or any other entity and or user), for the purpose of such activity being to secure income, earnings, compensation, barter, exchange, or profit, directly or indirectly from operating on airport property, whether or not such objective is accomplished.

- 200.26 **Commercial Operator** - All operators, users and tenants identified by the Airport Director that conduct Commercial Aeronautical and or Commercial Non-Aeronautical activity on airport property.
- 200.27 **Commercial Vehicle Operator** - Is a person or company that transports goods or people not directly employed by the Commercial Vehicle Operator to and from the airport. This includes common carriers, contract carriers, private carriers, courtesy vehicles, and transportation network companies.
- 200.28 **Common Use Space** – Space used jointly with other operators, users, and tenants. This space includes, but is not limited to, roadways, vehicle access corridors, taxi lanes, ramp access points, and hangar fronts.
- 200.29 **Derelict** – Something voluntarily abandoned on the airport.
- 200.30 **Entity** – A firm, corporation, partnership, LLC unincorporated proprietorship, association, group, joint venture, governmental entity, or any other entity whatsoever.
- 200.31 **Escort** – To accompany and always supervise any individual who does not have unescorted access authority to the Air Operations Area in a manner sufficient to act should the individual engage or attempt to engage in activities contrary to these Rules and Regulations. While under escort, the person or authorized entities personnel providing the escort are liable for damages, fees and or fines of the escorted person and or vehicles operated by the escorted person.
- 200.32 **FAA** – The Federal Aviation Administration of the United States Department of Transportation.
- 200.33 **FAR** – Federal Aviation Regulations, codified at Title 14 Code of Federal Regulations.
- 200.34 **Fire Chief** - The Colorado River Fire Protection District Fire Chief or designee.
- 200.35 **Fixed Base Operator (“FBO”)** – Provides aviation services as outlined in Part III Section (1) of the minimum standards.
- 200.36 **Ground Transportation (GT)** - Any commercial, courtesy, corporate, transportation network company (TNC) and or private vehicle used with the intent of transporting individuals to or from the airport. Includes all motor vehicles.
- 200.37 **Hazardous Liquids** - Hazardous liquids are identified in the most current emergency response guidebook for dangerous goods and hazardous materials.
- 200.38 **Improvements** – All buildings, structures, facilities, and accommodations (including but not limited to pavement, fencing, signs, landscaping, walkways, and vehicle parking areas, aircraft ramps and aprons) constructed, installed, or placed on, under or above Airport property. Plans and specifications for all improvements made by Operators must be approved by the BOCC for conformity with codes and standards.
- 200.39 **Large Aircraft** – Aircraft of 10,000 pounds or more, maximum certificated landing weight.
- 200.40 **Lessee** – The person(s) or entity holding a lease from the BOCC for a lot within the boundaries of Rifle Garfield County Airport.
- 200.41 **Long Term Vehicle Parking** – Any vehicle the Airport Director determines has an operational need to remain stationary on the Airport more than 90 days.
- 200.42 **Minimum Standards** – Qualifications established for the minimum standards for aeronautical activities as adopted, and amended from time to time, by the BOCC as the minimum requirements to be met as a condition for the right to conduct Aeronautical Activity on the Airport.

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- 200.43 **Motor Vehicle (Vehicle)** - Any device which can move or being moved, from place to place upon wheels; does not include any device moved by muscular power or designed to move primarily through the air.
- 200.44 **Motor Vehicle Operator** – Any person who is in actual physical control of a motor vehicle.
- 200.45 **Non-Commercial Aeronautical Activity** – An aeronautical operator that does not offer or provide commercial products, services, or facilities or engage in any commercial activities
- 200.46 **Operator** – An entity that provides any one of the services listed under PART III, Sections (1) through (11), of the Minimum Standards.
- 200.47 **Park** - The standing of a vehicle or aircraft, whether occupied or not, other than very briefly for the purpose of, and while engaged in, loading, or unloading of property or passengers.
- 200.48 **Person** – An individual.
- 200.49 **Personnel** - Any person who is an owner or employee of an operator or who is contractually obligated to render services to or on behalf of an operator.
- 200.50 **Premises or Business Premises** – The area under control of the Operator where permitted activity is conducted, including ground space and improvements.
- 200.51 **Principals** – All directors and officers of a corporation and stockholders owning more than ten percent (10%) share; all general and limited partners of a partnership, an LLP, and an LLP's; managing “manager(s)” or managing “member(s)” of an LLC; managers of an LPA; owner of an individual proprietorship.
- 200.52 **Ramp** – The paved operational area (other than runways, taxiways and taxi lanes) that is available for public use for aircraft parking, staging, maneuvering, loading, and unloading of passengers.
- 200.53 **Ramp Taxiway** – A defined path delineated by a yellow center line painted on a ramp. Designed to meet safe aircraft taxiing clearance criteria as established in FAA Advisory Circular 150-5300-13.
- 200.54 **Recreational Vehicle** – A motor home, travel or camping trailer, boat, van, or truck camper, with or without self-motive power, designed for temporary human habitation.
- 200.55 **Repair Facility** – A facility utilized for the repair of aircraft to include airframe, power plant, propeller, radios, instruments, and accessories, operated in accordance with pertinent FAA regulations.
- 200.56 **Rules and Regulations** – The “Rifle Garfield County Airport Rules and Regulations” adopted by the BOCC to protect the public health, safety, interest, and welfare of the Airport and the citizens of Garfield County, as amended from time to time.
- 200.57 **Run-up** - Aircraft engine operation above normal idle power for the purposes other than initiating taxi.
- 200.58 **Runway "Incursion"** - As intended at the Rifle Garfield County "non-towered" Airport, is an incident where an unauthorized aircraft, vehicle, persons, or wildlife enters the active runway. This adversely affects runway safety, as it creates the potential risk that an authorized aircraft taking off or landing at RIL will collide with the object.
- 200.59 **Signs** – Any object or device containing letters, figures and/or other means of communication or part thereof, situated outdoors or indoors, of which the effect produced is to advertise, announce, communicate, identify, declare, demonstrate, direct, display, and/or instruct potential users of a use, product and/or service.
- 200.60 **Specialized Aviation Service Operation (SASO)** – An aeronautical business that offers a single or limited service. Examples of these specialized services may include aircraft flying clubs, flight training, aircraft, airframe and power plant repair/maintenance, aircraft charter, air taxi or air ambulance, aircraft sales, avionics, instrument or propeller services, or other specialized commercial flight support business.

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- 200.61 **Tailgating / Piggybacking** - To circumvent, attempt to circumvent and or exploit the Air Operations Area gate access system by means of closely following and or driving near the rear of another vehicle entering any Air Operations Area gate and or entering or attempting to enter any Air Operations Area gate opened by another vehicle regardless of the position of that vehicle.
- 200.62 **Taxi Lane** - paved lanes connecting ramps and taxiways to hangar aprons.
- 200.63 **Taxiway** - paved areas used by aircraft to get to and from ramps, taxi lanes and the runway. RIL has two distinct taxiways, A / Alpha and B / Bravo taxiways.
- 200.64 **Tenant** – A person or entity who occupies or rents property on the Airport, or who conducts business operations of any kind upon the Airport premises, regardless of whether there exists a written agreement with the BOCC. Includes sub-tenant.
- 200.65 **Through-the Fence Operation** – An arrangement that the airport sponsor may at times enter to permit access to the public landing area by independent operators offering an aeronautical activity or access to aircraft based on land adjacent to, but no part of, the airport.
- 200.66 **Tie-Down/Tie-Down Area** – The area, paved or unpaved, suitable for parking and moving of aircraft throughout which tie-down points have been located.
- 200.67 **Unescorted Access Authority** – The authority granted by the Airport Director, by means of an Airport Operating Permit, to operators, users, and tenants, to gain entry to and be present on airport property without an escort.
- 200.68 **User** – Any person, personnel or entity that uses the Airport facilities, services, or supplies.

### **300 AIRCRAFT RULES**

- 300.01 All aeronautical activities at the Airport shall conform to the current applicable provisions of FAA regulations and orders; applicable state and local law; Rules and Regulations issued by the BOCC; and instructions and directives issued by the Airport Director, in accordance with these Rules and Regulations.
- 300.02 The Airport Director may deny use of the Airport to any person in violation of these Rules and Regulations and/or FAA regulations.
- 300.03 The Airport Director and/or the Airport Operations Coordinator shall prohibit aircraft operations when they determine that conditions are such that continued operations would be unsafe and shall issue a NOTICE TO AIRMEN (NOTAM) to close a portion or the entire Airport or to terminate or restrict activity on the Airport.
- 300.04 As determined by the Airport Director (see Sec 101.02), operating an aircraft in a careless or negligent manner, or in disregard of the rights and safety of others, or without due caution, or at a speed or in a manner which does or is likely to endanger persons or property, is prohibited.

The pilot-in-command has the final responsibility as to the safe operation of an aircraft at RIL.

The pilot-in-command shall maintain the appropriate level of situational awareness at RIL, to include, but not limited to thorough understanding of the airport's General Aviation non-towered airport status including markings, signage, UNICOM, Denver Center, NOTAMS, lighting, rapid changes in weather and mix of aircraft types that use the airport.

The pilot-in-command operating at RIL is instructed to use situational awareness in choosing best taxi route, speed, and separation from hazards, where to ultimately park and how to properly secure the aircraft. If parking on the main ramp, where most of the jet traffic operates, ensure that your passengers and crew are aware of the hazards associated with the operations in this uncontrolled area. Pilots of light aircraft may wish

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to consider parking their aircraft safely away from the main jet operations area if this is more suitable. Pilots of all size aircraft are authorized to momentarily use "breakaway thrust" to get the wheels moving.

During ground operations, jet blast, prop wash, and rotor wash can cause damage and personal injury if encountered. Pilots of all types of aircraft should consider the effects of jet blast, prop wash, and rotor wash on aircraft, vehicles, maintenance equipment and personnel during ground operations.

Pilots of light aircraft that are taxiing or parking in the vicinity of active or inactive jet aircraft are ultimately responsible to maintain safe distance separation and situational awareness. When operating or parking an aircraft on any AOA surface, remember "breakaway thrust" is authorized, don't position an aircraft behind jet exhaust, taxi the aircraft through jet exhaust, or park in jet exhaust prone areas.

- 300.05 Aircraft operators shall obey all pavement markings, signage, and lighted signals.
- 300.06 The positioning, starting, or taxiing of aircraft shall be done in such a manner so as not to cause propeller slipstream or jet blast that may result in injury to persons or damage to property.
- 300.07 Aircraft shall not be started or taxied within any structure on the Airport except approved maintenance facilities.
- 300.08 Aircraft shall be parked only in those areas designated for such purpose by the Airport Director and shall be positioned in such a manner so as not to block taxi lanes or obstruct access to hangars, parked aircraft, or operators.
- 300.09 Aircraft operators shall ensure that their aircraft are properly tied down or chocked when parked in accordance with the current "AC 20.35C – Tie Down Sense". Aircraft may not be parked unattended in common use space, taxiways and or taxi lanes. Aircraft operators shall not park an aircraft in the path of active snow removal operations.
- 300.09b Aircraft operators parking aircraft long term in the ADG-I parking area shall obtain and maintain an airport tie-down agreement. Aircraft operators parking aircraft on the main ADG-III ramp shall pay the calculated nightly fee. No long-term rates are available for the ADG-III ramp.
- 300.10 Passengers and cargo shall be enplaned/deplaned only in areas designated by the Airport Director.
- 300.11 Run-up of jet, turboprop or piston engines shall be performed only at the A3 & A5 turn out and at the FBO maintenance facility. The Airport Director may designate an alternate location should conditions warrant.
- 300.12 Leaving an Aircraft unattended with an engine running is prohibited.
- 300.13 Fixed wing aircraft taking off or landing at the Airport shall do so only from designated runways and shall comply fully with FAR Part 91.
- 300.14 No helicopter shall be operated within fifty (50) feet of any building and shall operate only from areas approved by the Airport Director.
- 300.15 Derelict or damaged aircraft in obvious need of major repairs shall not be permitted within the tie-down or ramp areas without an ACP.
- 300.16 Abandoned Aircraft are prohibited on the Airport. The Airport Director may remove abandoned aircraft at the sole expense and risk of the owner.
- 300.16a Indefinite storage of unairworthy aircraft prohibited.
- 300.16b Active unairworthy aircraft, excluding aircraft under maintenance are prohibited from operating at RIL.



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- 300.17 Aircraft maintenance is permitted on the Airport only in areas designated by the Airport Director.
- 300.18 Aircraft maintenance within hangars shall be limited to that specifically permitted by the building type rating established in the Uniform Building Code and in compliance with the directives of the Fire Chief.
- 300.19 Aircraft painting shall be performed only in hangars approved for that activity.
- 300.20 Cleaning of aircraft shall be performed only in the areas and in the manner prescribed by the Airport Director and in compliance with the Storm Water Management Plan.
- 300.21 The operator or owner of an aircraft involved in an accident/incident on the Airport resulting in injury to person or damage to property shall notify the Airport Director immediately and comply with the applicable provisions in the Emergency Procedures Manual and National Transportation Safety Board Regulations, Part 380.
- 300.22 An aircraft involved in an accident/incident on the Airport shall not be removed from the scene of the accident /incident until authorized by the Airport Director who shall receive removal authorization from the Flight Standards District Office or National Transportation Safety Board, when applicable.
- 300.23 Once authorization for removal of a disabled aircraft has been issued, the owner or operator shall make immediate arrangements to have the aircraft moved. If removal is not initiated within a reasonable amount of time, the Airport Director may, with or without owners' consent, have the aircraft removed out of the runway safety area.
- 300.24 Occupation of the helicopter pad by support vehicle/s is considered pad occupation for the ramp fee calculation. The BLM, Forest Service or other government contract helicopter/s are exempt from ramp parking fees by FAA Grant Assurances. The BLM, Forest Service or other government contract helicopters shall have a preference of the 18,000 sq ft concrete pad. Helicopters in other categories may use this concrete pad but must relocate if a government contract helicopter requests the pad.
- 300.25 Prior to use of the tether pull pad, operators shall obtain a permit, sign hold harmless agreement and pay associated fee.

**400**     **MOTOR VEHICLE TRAFFIC**

- 400.01 All vehicle operators at the Airport shall comply fully with the State of Colorado motor vehicle laws, these Rules and Regulations, and instructions issued by the Airport Director or law enforcement.
- 400.02 The Airport Director shall authorize all vehicles operating on the AOA by way of an Airport Operating Permit or authorized escort. All operators, users and tenants that have an operational need to access the AOA shall obtain an Airport Operating Permit prior to entering the AOA or be under authorized escort. All occupants of vehicles entering the AOA without the authorization of the Airport Director are trespassing.
- 400.03 Qualified operators, users and tenants may request uninhibited vehicle access to the AOA by completing the Airport Operating Permit application and requesting gate cards. Tenants and commercial operators may request additional AOA gate cards in addition to the gate cards that are afforded them in their lease or permit for an additional fee as listed below. Lending, sharing and or passively consenting to the unauthorized use of your gate cards by any person, vehicle, company, or entity is prohibited and cause for immediate deactivation of your gate cards as well as possible fees or other consequences as provided for in this document and any operating lease agreement.
- 400.04 No operator, user and tenant shall allow an unauthorized or unknown vehicle to follow them, tailgate/piggyback, through any security gate onto the AOA. Unauthorized vehicles shall be reported immediately to the Airport Director via the 24hr airport operations phone at 970-230-1685.
- 400.05 No operator, user and tenant shall allow an unauthorized or unknown vehicle to access the AOA.

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- 400.06 Vehicle operations on the AOA shall be conducted in a careful and prudent manner so as not to endanger the life, limb, or property of any person.
- 400.07 Vehicles are not permitted on the taxiway or runway without the express permission of the Airport Director.
- 400.08 All vehicle operators shall obey posted regulatory signs and all instructions and directives of the Airport Director.
- 400.09 Except for authorized emergency vehicles, the maximum allowable speed on the AOA is 20 miles per hour.
- 400.10 No vehicle shall operate near an aircraft to create a hazard or interfere with the safe operation of the aircraft.
- 400.11 Aircraft shall always have the right of way and in all locations. Vehicle traffic must yield to aircraft taxiing or under tow on the ramp.
- 400.12 Vehicles shall give way to pedestrians, emergency equipment, and snow removal equipment always.
- 400.13 When passing taxiing aircraft, vehicles shall not proceed closer than 100 ft. and shall stay to the rear of the aircraft.
- 400.14 Vehicles may temporarily park in the tie-down areas parallel to aircraft for active loading/unloading only. Vehicles shall not park in common use spaces or object free areas.
- 400.15 Parking on the AOA is permitted in designated areas only. All aircraft movement and common use areas shall be kept clear. Vehicle operators shall not park a vehicle in the path of active snow removal operations.
- 400.16 Campers, recreational vehicles, and trailers are prohibited on the AOA. Operating equipment that meets this description but serves an operational need may receive written permission to access the AOA from the Airport Director.
- 400.17 Abandoned vehicles are prohibited on the Airport and may be temporarily placed in the airport auto wrecking yard by the Airport Director until arrangements are made for its removal from the Airport.
- 400.18 Long-term parking may be arranged through the Airport Director.
- 400.19 An operator of a vehicle on the Airport who is involved in an accident resulting in injury to a person or damage to property, shall stop the vehicle at the scene or as close as possible, without obstructing traffic, and notify law enforcement and the Airport Director via the 24hr airport operations phone at 970-230-1685.
- 400.20 Vehicles in violation of these Rules and Regulations may be towed and or booted by the Airport Director, at the owner's sole risk and expense.
- 400.21 Vehicles shall remain in close visual proximity of any AOA vehicle gate while entering or exiting the AOA until the gate is fully closed behind them. The AOA access gates shall never be left or propped open and unattended. Violation of this rule may result in the gate card deactivation. Continued violation may result in fees and other action as identified in these Rules and Regulations.
- 400.22 Access onto the AOA through gate 3 east entrance side shall be one vehicle at a time. Absolutely no pedestrian traffic. Tailgating/piggybacking through gate 3 east entrance is prohibited.
- 400.23 Gaining or attempting to gain access to the AOA through gate 3 west EXIT lane is strictly prohibited. Absolutely no pedestrian traffic.
- 400.24 Vehicle Operators without a valid AOA-Airport Operating Permit or who are not under an authorized escort are strictly prohibited from entering the AOA and all occupants are trespassing on airport property.

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- 400.25a Operators, users, and tenants are prohibited from granting access by any means through the AOA gates to any vehicle not under their direct control and supervision. The FBO is not authorized to grant AOA access to airport tenants. Each tenant is responsible to gain their own access.
- 400.25b Operators, users and tenants are prohibited from granting access by any means through the AOA gates to any non-Airport Operating Permit vehicles not under their direct control and supervision through tailgating/piggybacking and or lending their access gate card to another person or vehicle.
- 400.25c Unknown vehicles that tailgate/piggyback onto the AOA shall be immediately reported to the 24hr airport operations phone at 970-230-1685.
- 400.25d Unknown vehicles that request entry to the AOA through the intercom system shall obtain a daily Airport Operating Permit from the FBO or contact the 24hr airport operations personnel.
- 400.26 Operators, users and tenants that sign for AOA gate cards are responsible for the compliance and authorized use of all cards issued to them per these Rules and Regulations.
- 400.27 All operators, users and tenants that obtain and maintain an AOA-Airport Operating Permit are granted unescorted access authority onto the AOA and may escort other vehicles and or persons in their care and custody onto the AOA. Vehicles in your care and custody may tailgate behind your vehicle through gate 1, 2, 4 & 5. No tailgating is allowed through gate 3. Allowing, passively consenting, or enabling a commercial operator not directly in your care and custody and or any person or entity that is excluded from the airport to access to the AOA by any means shall result in immediate deactivation of your gate card.
- 400.28 Operators, users and tenants that gain or attempt to gain access through an AOA gate by means of tailgating/piggybacking which results in damage to the gate shall be financially responsible to repair the gate to full operating capacity as determined by the Airport Director.
- 400.29 Non-commercial operators, users and tenants that have an operational need to access the AOA without an escort shall obtain an Airport Operating Permit prior to entering the AOA. Vehicle Operators with a valid Airport Operating Permit may escort other known vehicles on to the AOA that are under the direct care and custody of a permit holder.
- 400.30 Operators, users and tenants shall notify airport administration by phone or in person, as soon as practical if an AOA gate card is lost or stolen. Operators, users, and tenants are responsible for all AOA gate card usage until such time the airport is notified of the card status. All AOA gate cards shall be accounted for annually through an airport audit and verification process.

### **All Commercial Vehicle Operators**

- 400.31 Commercial Vehicle Operators shall educate their personnel on the Airport Rules and Regulations and expectations of the airport administration and FBO. Failure of your personnel to follow airport Rules and Regulations may result in fees assessed directly to their ground transportation company. Continued violations from specific personnel may result in that individual being excluded from the airport.
- 400.32 Commercial Vehicle Operators shall register with the office of the Airport Director and obtain an Airport Operating Permit prior to conducting business on the Airport. All occupants of a commercial vehicle entering airport property without an Airport Operating Permit are trespassing.
- 400.33 Commercial Vehicle Operators are encouraged to coordinate all passenger arrivals and departures with the FBO.
- 400.34 Commercial Vehicle Operators without a valid Airport Operating Permit shall be immediately denied access to airport property. Commercial Vehicle Operators that return to airport property without obtaining a valid Airport Operating Permit shall be excluded from the use of the airport and may be subject to other such fees and remedies as found in these Rules and Regulations.

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400.35 Commercial Vehicle Operators shall list the Colorado, Garfield County Board of County Commissioners as additional insured on the company's vehicle insurance policy with a minimum of 15 days cancelation notice.

### **500 PERSONAL CONDUCT**

Airport AOA access is limited to responsible individuals with an aeronautical purpose.

All persons that wish uninhibited access to the AOA shall familiarize themselves with general aviation environment practices, including these airport rules and regulations.

All persons obtaining uninhibited access to the AOA accept the hazards associated from operating in the airport environment and agreeing to follow all recommended precautionary steps to prevent damage and injury. Vehicles, aircraft, airport infrastructure, not following proper procedures and or any number of unique airport operations can be quickly intensified to dangerous levels through lack of awareness and or apathy.

Persons that are unfamiliar with airport operations and hazards shall be always escorted by the authorized individual that allows them into the AOA.

500.01 Destroying, injuring, defacing, disturbing, removing or tampering with any man-made or natural Airport property is prohibited.

500.02 Written advertisements and handbills may be posted or distributed only with the prior written authorization of the Airport Director.

500.03 The posting or distributing of handbills or written advertisements on aircraft or vehicles is prohibited.

500.04 Use of the public area of any building on the Airport for sleeping or other purposes in lieu of a hotel, motel, or other public accommodation is prohibited.

500.05 No person shall litter any area of the Airport and each operator, user and tenant shall ensure that all trash and refuse is properly disposed of in the appropriate container.

500.06 No person shall commit any disorderly, indecent, lewd, or unlawful act or commit any nuisance on the Airport property.

500.07 Consumption of intoxicating liquors at the Airport shall be controlled by the Garfield County Liquor Code.

500.08 Interference with safe operation of an aircraft landing, departing, or operating on the Airport is prohibited.

500.09 All domestic pets shall be under their owner's control.

500.10 Hunting and trapping are prohibited on the Airport, except for wildlife control authorized by the Airport Director.

500.11 Articles found in public areas at the Airport shall be turned over to the Airport Director. Articles unclaimed by the owner within 30 days may be returned to the finder or otherwise legally disposed of by the Airport Director.

500.12 No person or entity shall make, possess, use, offer for sale, pass, or deliver any forged or falsely altered pass, permit, AOA gate card, identification card, sign or other authorization purporting to be issued by or on behalf of the Airport Director.

500.13 All signs installed on the Airport shall meet the Garfield County Sign Code requirements and shall be approved in writing by the Airport Director. Temporary signs, advertisements and handbills shall be professionally produced. Handwritten signs, advertisements and handbills are prohibited.

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- 500.14 Persons shall not enter any restricted area without the prior authorization of the Airport Director.
- 500.15 Tampering or interfering with Airport property is prohibited.
- 500.16 Discharge of any weapon, except in the performance of official duties or in the lawful defense of life or property, is prohibited on the Airport.
- 500.17 Persons entering the Airport are required to produce identification when asked to do so by the Airport Director.
- 500.18 Parents and or legal guardians shall always supervise youth and children in their care and custody. The aircraft movement area and all AOA vehicle gates pose a serious hazard risk to persons in the vicinity. Parents and or legal guardians shall not allow youth and or children to walk or run through any AOA gate.

**600     CONSTRUCTION ON AIRPORT**

- 600.01 Any construction or alteration taking place on the Airport shall be performed in compliance with FAA, state and BOCC guidelines, and proper building permits shall be obtained.
- 600.02 No construction shall take place on the Airport without execution of a written agreement with the BOCC and written approval of a construction start date by the Airport Director.

**700     ON AIRPORT ACTIVITIES**

- 700.01 All aeronautical activities conducted on the Airport shall be approved by the BOCC by means of a written agreement and shall be performed under the Rifle Garfield County Airport Minimum Standards for Aeronautical Activities and these Rules and Regulations.
- 700.02 All non-aeronautical activities performed on the Airport must be approved by the BOCC or Airport Director by means of a written agreement and performed under these Rules and Regulations.

**800     FIRE / STORAGE / DISPOSAL REGULATIONS**

- 800.01 All operators, users and tenants engaged in any activity at the Airport, whether occupying BOCC owned buildings or otherwise, shall comply with the provisions of all applicable local, state, and federal laws and regulations; the Uniform Fire Code; and the practices recommended by the National Board of Fire Underwriters.
- 800.02 All operators, users and tenants engaged in any activity at the Airport, whether occupying BOCC owned buildings or otherwise, shall comply with all directives issued by the BOCC, directly or through its Airport Director, or other authorized officials regarding fire prevention, including but not limited to the removal of fire hazards, arrangement, and modification of equipment, and altering of operating procedures which are unsafe, as determined by the Airport Director and/or Fire Chief.
- 800.03 All operators, users and tenants using the Airport, or the facilities of the Airport shall exercise the utmost care to guard against fire and injury to persons or property.
- 800.04 The use and storage of all flammables and hazardous liquids and materials shall follow the federal, state, and local laws and ordinances, the Uniform Fire Code, and the Airport Storm Water Management Plan.
- 800.05 Open flame operations shall be conducted on the Airport only in designated areas and with the authorization of the BOCC, directly or through its Airport Director, and the Fire Chief.

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- 800.06 The placement of any storage container, locker, structure, or bin on the AOA shall comply with the Uniform Fire Code and be approved by the BOCC, directly or through its Airport Director, as to type, placement, size, and color.
- 800.07 Lubricating oils and hazardous liquids shall be disposed of in a manner compatible with the Airport Storm Water Management Plan, the Uniform Fire Code, and state, federal and local law.
- 800.08 No fuels, oils, dopes, paints, solvents, acids, or any other hazardous liquids shall be disposed of or dumped in drains, on ramp areas, catch basins or ditches or elsewhere on the Airport.
- 800.09 The storage of waste materials and trash at the Airport is prohibited unless such are placed in suitable receptacles.
- 800.10 Open flames, smoking, matches, and lighters are prohibited within 50 ft. of any aircraft and within 100 ft. of any fuel storage area or any aircraft being fueled or defueled.
- 800.11 Hangar floors shall be kept free from the accumulation of oil, grease, flammable liquids, rags, or other waste materials.
- 800.12 Drip pans shall be placed under engines of stored aircraft and shall be maintained to prevent accumulations of liquid in the pans.
- 800.13 Spilled oil, grease, fuel, or similar material shall be immediately cleaned up to the airport satisfaction as determined by the Airport Director. The Airport Director shall be notified of all spills through the Operations Phone. Failure to clean the area to airport standards shall result in the Airport Director arranging cleanup at the expense of the responsible party.
- 800.14 Doping processes, painting, or paint stripping shall be performed in hangars approved for that activity and in compliance with the Uniform Fire Code and the Airport Storm Water Management Plan.
- 800.15 All empty oil, paint and varnish cans, bottles or other containers shall be disposed of in a timely manner and shall not remain on the floor, wall stringers, or overhead storage areas of the hangars or other buildings.
- 800.16 No boxes, crates, rubbish, paper, or litter of any kind shall be permitted to be stored in or about the hangars or other buildings.
- 800.17 All heating equipment and fuel burning appliances installed on the Airport shall comply with the requirements of the BOCC, the Uniform Fire Code, National Board of Fire Underwriters, and the Fire Chief.
- 800.18 Only approved structurally engineered containers and or portable fuel tanks, as identified in 800.04 above, shall be used for storage and handling of flammable liquids. Approved OSHA safety cans or Department of Transportation approved containers shall be used for the handling and use of flammable liquids in quantities of 5 gallons or less.
- 800.19 Flammable liquids shall not be stored in areas used for exits, stairways, or other areas normally used for the safe passage of people.
- 800.20 Indoor storage of up to twenty-five (25) gallons, aggregate per building or hangar unit, of all flammable liquids is permitted in approved fuel containers in a safe location. Flammable rated storage cabinets are not required for amounts of 15 gallons or less.
- 800.21 Indoor storage of quantities of flammable liquid more than fifteen (15) gallons and less than fifty (50) gallons aggregate, shall be stored in approved fuel containers and stored in appropriately rated flammable liquid storage cabinets.

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- 800.22 Storage of flammable liquids more than fifty (50) gallons aggregate are prohibited in any building or hangar unit and shall be stored outdoors in an approved location by the Airport Director and in approved primary and secondary containers.
- 800.23 Not more than three flammable liquid fire rated storage cabinets may be in a single building or hangar unit. Storage cabinet quantities more than this limit shall be stored in an approved outdoor location.

**900 FUELING OPERATIONS**

- 900.01 Fueling of aircraft on the Airport shall be performed only by an FBO or individuals who have obtained a "Non-public Fuel Dispensing Permit" from the Airport Director and shall comply with all procedures and standards set forth by the BOCC.
- 900.02 All fueling operations on the Airport shall be in accordance with the directives of the Fire Chief, the Uniform Fire Code, applicable sections of the FAA Regulations, Part 139, and the Airport certified Spill Prevention, Control & Countermeasure Plan and Procedures and standards set forth by the BOCC through the Airport Director.
- 900.03 No aircraft shall be fueled while an engine is running unless an FBO, or authorized operator has a "hot fueling" procedure that is reviewed with no objections by the Airport Director.
- 900.04 Fueling or defueling of any Motor Vehicle or Aircraft inside a hangar is not authorized at Rifle Garfield County Airport by NFPA 407-16-5.18C4. FAA certified airframe and power plant personnel may perform maintenance in accordance with their certificates, including defueling as needed.
- 900.05 Fueling or defueling operations shall be conducted with adequate fire extinguishers immediately available. All extinguishers shall be inspected and certified, as required by law, and all personnel involved with fueling operations shall be properly trained on the use of fire extinguishers.
- 900.06 Starting an aircraft when there is flammable material on the ground in the immediate vicinity of the aircraft is prohibited.
- 900.07 No aircraft shall be fueled or defueled if an electrical storm is in progress within 3 miles of the Airport.
- 900.08 During fueling or defueling, the aircraft and the dispensing apparatus shall be bonded to equalize voltage potential.
- 900.09 All hoses, funnels, and appurtenances used in fueling and defueling operations shall be equipped with a bonding device to prevent ignition of volatile liquids.
- 900.10 No aircraft shall be fueled or defueled while passengers are on-board unless a passenger loading ramp is in place at the cabin door, the door is in the open position, and an attendant is present at or near the door. If a non-ambulatory person is on board during fueling operations, ARFF personnel must be standing by at the scene.
- 900.11 Persons engaged in the fueling of aircraft shall exercise care to prevent overflow of fuel and shall be responsible for the immediate cleanup if spillage should occur.

**950 Self-fueling - General**

- 950.01 Individuals, air carriers, air taxis, corporate entities, charter operators, fractional ownerships, government contracts and flight schools have the right to service their own aircraft. This right includes self-fueling of aircraft owned by the person or entities listed above, hereafter:

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Traditional Permittee	Fuel storage capacity over 250 gallons
Limited Permittee	Fuel storage capacity over 25 gal and less than 250 gal
Government Permittee	Requires government contract and compliance with all government self – fueling obligations
Helicopter Support Team Permittee	Non-governmental helicopter support
Minor Permittee	Fuel storage capacity of 25 gallons or less.

950.02 Individuals, air carriers, air taxis, corporate entities, charter operators, fractional ownerships, government contracts and flight schools shall obtain the appropriate self-fueling permit prior to engaging in self-fueling at the Airport.

**951     Self-fueling - Airport**

- 951.01 The airport established these standards for conducting self-service activities including, paying fuel flowage fees, ensuring safe fueling operations, specify equipment, personnel training, and insurance requirements.
- 951.02 May issue long term lease of sufficient land for self-fueling activity, fixed fuel farm and or mobile fueler storage.
- 951.03 Not required to expend any airport funds, supply any labor or materials and or allow self-service activities that result or would result in a financial loss to the airport for a Permittee to obtain a self-fueling permit.
- 951.04 Shall revoke self-fueling permit and rights upon first major violation of self-fueling requirements.
- 951.05 Shall lockout and or physically remove electrical power connection to the fueling facility, upon second major permit violation.
- 951.06 The airport is under no obligation to permit self-service activities that allow the introduction of equipment, personnel or practices that would be unsafe, unsightly, or detrimental to the public welfare as determined by the Airport Director.
- 951.07 Self-fueling permits cannot be assigned or transferred.
- 951.08 Self-fueling permits require annual renewal each January.
- 951.09 Permits terminate upon permit violations and or when the owner of the aircraft is no longer operating qualifying aircraft at the airport.
- 951.10 Land lease agreements shall grant the airport staff full access to the fuel storage areas and all fuel records for the purposes of determining compliance with the permit, laws, and regulations.
- 951.11 The airport requires fuel dispensing systems that have a dispensing meter that shows total lifetime gallons pumped. This meter and total lifetime gallons pumped shall be displayed, unobstructed and visible to the public upon close inspection.
- 951.12 Require positive fuel flow from dispensing apparatuses. No gravity feed containers approved for fuel tanks and or containers over 5 gallons.
- 951.13 Require that all fuel and fuel equipment be owned by the Permittee or under an exclusive lease agreement.
- 951.14 No auxiliary storage in or on fuel farm and or mobile refueler containment area leasehold areas. No cars, boats, RV's, furniture, tires, trash, rubbish, etc.
- 951.15 Vegetation control plan is required in the PE's site plan around the fuel apparatus containment area.



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**952     Self-fueling - Permittees**

- 952.01 Aircraft owners shall apply for their own self-fueling permits for their own aircraft. Hangar owners and tenants are not authorized entities, in and of themselves, to obtain a self-fueling permit.
- 952.02 All Permittees, or their own bona fide employees, hereafter (fuel handlers) may engage in self-fueling of their own aircraft with their own equipment through an appropriate rated Airport Self-fueling permit.
- 952.03 Minor Permittees may engage in self-fueling of their own aircraft with OSHA or DOT approved five (5) gallons, or less, containers of fuel. Maximum fuel storage capacity allowed for each Minor permit is 25 gallons. Minor Permittees are required to follow all airport rules and regulations, specifically, but not limited to, storage of flammable liquid limitations in each hangar unit regardless of the number of permit holders in the unit.
- 952.04 All Permittees shall provide evidence that the aircraft fueled by the Permittee is an owned aircraft or an aircraft on an exclusive long-term lease. Except for individual ownership, the entities listed above shall provide their articles of incorporation, articles of organization, certificate of limited partnership and or partnership agreement depending upon the entity applying for a self-fueling permit.
- 952.05 The entities applying for the permit shall be in the name of the parent company. Aircraft registered to DBA's, sister companies, subsidiaries and or any other company affiliates other than the parent company shall include the parent company as co-applicant with required insurances tied to all entities listed on the permit application. The Permittee shall be named as an officer of the entity applying for the permit. Aircraft shall be registered and owned or in a long-term exclusive lease of a minimum of twelve months in the name of the entity applying for the self-fueling permit.
- 952.06 Fuel handlers, if any, not listed as officers on the entities legal documents shall secure a letter on company letterhead indicating that the individual is authorized to act on behalf of the entity in full compliance with the self-fueling permit conditions. Current paystubs and W2 federal tax form are required for verification of the individual's eligibility to meet the requirements of the aircraft owner's "own" employee before they may apply for a fuel handler's permit.
- 952.07 All Permittee's shall maintain fuel farm and storage equipment in a serviceable, clean, non-leaking and safe condition.
- 952.08 All Permittee's are responsible and accountable for quality control of fuel, proper disposal of contaminated fuel, compliance with airport and or individual spill prevention and counter control measures and plan, and compliance with all fire safety practices while engaged in self-fueling at the airport.
- 952.09 Shall comply with all conditions in the permit obtained.

**953     All Self-Fueling - Permittees, tenants and any user of the airport are prohibited from:**

- 953.01 Co-Ops or similar (joint ownership of a fuel farm facility, fuel storage containers, fuel storage cabinets and fuel).
- 953.02 Using or sharing fuel systems, storage tanks, piping, utility services, pumps, hoses, nozzles.
- 953.03 Selling, gifting, donating, trading, bartering, transferring, sharing or by any means placing any type of aviation fuel, including Mogas, into any vehicle, aircraft, fuel container, tank, not listed on the Permittee's self-fueling permit or that belongs to an exempt permittees' aircraft. (Note: the FAA right is for the aircraft owner to place fuel in their aircraft, nothing else. All self-fueling rules and regulations shall be strictly enforced.)
- 953.04 Contracting third parties to perform any fueling operations. Fuelers must be themselves or their own employees. Independent contractors are considered third party contractors.

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953.05 Unauthorized storage of fuel and or fuel dispensing equipment is prohibited. Only fuel dispensing equipment identified in a PE Site plan for a non-commercial fuel facility permit is allowed for the fueling operation.

#### **954 Permit Requirements**

954.01 Permittees shall demonstrate competent knowledge and ability to comply with best practices for self-fueling on an airport that is acceptable to the airport in the following areas, as required by the permit requested:

- A. AC 00-34A – Aircraft Ground Handling and Servicing.
- B. AC 150/5230 - as amended – Aircraft Fuel Storage, Handling, Training, and Dispensing on Airports.
- C. ASTM-D 1655 – Standard Specifications for Aviation Turbine Fuels.
- D. NFPA 407 – Aviation Fueling Facilities and Vehicles.
- E. ATA 103 - Standards for Jet fuel quality control at airports.
- F. 40 CFR part 112 – Spill Prevention, Control and Countermeasures (SPCC) Plan.
- G. CDOT- Aero Monthly excise tax report, with all bills of lading, refinery ticket, order receipt.
- H. Phase I Environmental Site Assessment, as needed, prior to tank installation.
- I. Proof of fueling insurance requirements as found in Minimum Standards.
- J. Required signage.
- K. Annual Training.

#### **960 Permit Violations**

960.01 Non-compliance with any permit conditions, airport rules & regulations, Permittees SOP process or procedures, payment of fees, absence of insurance, lack of required documents and or any safety or security violations on airport premises are grounds for revocation of the self-fueling permit.

960.02 Permittee is responsible for their fuel handler's, fuel supplier's, guests and any other person or entity's compliance with the terms and conditions of the self-fueling permit. Fuel handler's, fuel supplier's, guests and any other person or entity's breach of permit terms and conditions, through actions, omissions, and or errors, whether intentional, apathetic, negligent, or through ignorance are not acceptable justification for permit condition violations.

960.03 Basic violations include, but are not limited to:

- A. Failure to pay associated permit fees. Monetary violations shall have 30 calendar days to cure before a Permittee is found in non-compliance.
- B. Failure to secure or misuse of airfield perimeter gates.
- C. Failure to report and or clean up a minor fuel discharge as identified in the airport and Permittees SPCC plan.
- D. Failure to produce required documents to airport and or State inspectors.

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960.04 Major violations include, but are not limited to:

- A. Insurance termination, canceled or otherwise invalid, shall result in the immediate cessation of fueling activities and the fuel farm shall be locked out of service by airport staff until proof of insurance is secured.
- B. Failure to report, document and clean up a state reportable discharge.
- C. Unauthorized fueling of any kind.
- D. All self-fueling prohibited activities.

**970 Remedies and Revocation for Permit Violations**

- 970.01 Major violations result in immediate termination of self-fueling rights at the airport for twelve consecutive months.
- 970.02 Second major violation results in a five-year termination of self-fueling rights and activities. The permittee shall remove all fueling facilities, tanks and mobile fueling vehicles from the Airport.
- 970.03 Three basic permit violations in any consecutive twelve-month period constitute a major violation.
- 970.04 Permittee shall pay all associated fees for violation as found in these airport rules and regulations.
- 970.05 Permittee shall pay any and all fees, fines, or judgments against the airport, relating to the Permittees self-fueling activities, issued by the State of Colorado or any Federal Environmental Enforcement Agency.

**980 Notice**

- 980.01 All violations shall be documented in writing and sent to the permittee through email and US post. Notification shall be sent to the addresses on file with the permit.
- 980.02 Permittee shall have five (5) calendar days to address the allegations mentioned in the violation notice with the Airport Director.
- 980.03 If violations are validated by the airport director, remedies and revocation options become available to the Airport.

**1000 SAFETY AND SECURITY RESPONSIBILITIES OF OPERATORS, USERS AND TENANTS**

- 1000.01 The Airport operates in such a manner to provide for the safety and security of persons and property on any aircraft against an act of criminal violence, aircraft piracy, the introduction of any deadly or dangerous weapon, explosive, or incendiary onto an aircraft; inadvertent wildlife access to the AOA or any other event that would be dangerous or hazardous to Airport operations.
- 1000.02 No operator, user, and tenant may tamper or interfere with, compromise, modify, attempt to circumvent, or cause an operator, user, and tenant to tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure, or procedure implemented by the Airport or FAA.
- 1000.03 No operator, user, and tenant may enter or be present within a restricted area, the AOA, or any building without complying with these Rules and Regulations, security systems, measures, or procedures applied to control access to and prevent inadvertent or unlawful access to the AOA.
- 1000.04 No operator, user, and tenant shall use, allow to be used, or cause to be used, any Airport-issued or Airport-approved access medium or identification medium that authorizes the access, presence, or movement of

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persons or motor vehicles in secured areas or AOA in any other manner than that for which it was issued by the Airport Director.

- 1000.05 To minimize runway “incursions”, the runway and associated safety area is restricted to aircraft and Airport maintenance operations.
- 1000.06 No operator, user and tenant shall allow an unauthorized or unknown motor vehicle or person to follow them (tailgating/piggyback) through a security gate onto the AOA. Unauthorized motor vehicles, operators, users, or persons must be reported immediately to the Airport Director or law enforcement officer.
- 1000.07 No operator, user, and tenant shall allow an unauthorized or unknown motor vehicle, person, operator, or user to access the AOA by any means.
- 1000.08 The airport security camera system may be used to verify compliance with and or identify violators of Airport Rules and Regulations. Enforcement of Rules and Regulations violations may be derived solely from this security system. Note: infrared lights operate and illuminate airport property at night allowing for video capture of all activities on airport property 24/7.

#### **1100 Airport Aviation Hangar Facilities Obligations**

- 1100.01 Hangars located at RIL shall be used for active aeronautical purposes, or be available for use for aeronautical purposes, in compliance with FAA Final Policy Ruling Federal Registry, Vol 81, No. 115, June 15, 2016, as amended.
- A. Requires storage of active airworthy aircraft.
  - B. Requires aeronautical facilities be available for use for aeronautical activities, the presence of non-aeronautical items in the hangar cannot interfere with this obligation. A minimum of fifty-one percent (51%) of the hangar floor space, Reserved Aeronautical Floor Space (RAFS), shall be occupied by a qualified aircraft, open space, or any combination of these.
  - C. Non-aviation storage in a hangar cannot interfere with the movement of aircraft in or out of the hangar.
  - D. Prohibits any activity that would interfere with the storage of active airworthy aircraft.
  - E. Hangars must be dedicated to active operational aviation use.
  - F. Automatic lease payment increases to Fair Market Value (FMV) for non-compliant hangar facility use.
  - G. Compliance monitoring required by the airport.
  - H. Prohibits the indefinite storage of unairworthy aircraft.
    - 1. Aircraft that cannot and or do not obtain valid airworthiness status, for any reason, within a cumulative ten (10) year period are indefinite unairworthy aircraft.
    - 2. Indefinite unairworthy aircraft shall be removed from the airport within thirty (30) days of reaching this status.
  - I. Temporary non-aeronautical use, events, activities, long term, month-to-month and or interim use require FAA approval and or an Airport Non-Aeronautical Permit (A-NAP).
    - 1. A-NAP is required for any encroachment into the RAFS of anything stored, placed, event or activity that displaces or would displace a qualified aircraft use of the RAFS space. A-

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NAP is available for any duration of thirty (30) days, or less in any calendar year. Month-to-month occupancy of the RAFS requires FAA approval.

2. A-NAP requires the appropriate FMV fee.

### 1100.02 Active airworthy aircraft include:

- A. Airworthy Aircraft: aircraft whose airworthiness certificate remains in effect and that have flown at least one hour per calendar year. Must have current aircraft registration and current annual inspection or condition inspection.
- B. Temporary Unairworthy Aircraft: Unairworthy aircraft actively pursuing airworthiness certification within twelve (12) months (i.e., maintenance, inspections...) No permit or notification required.
- C. Continually Unairworthy Aircraft: Unairworthy aircraft that qualify for an Aircraft Conditional Permit (ACP).
  1. ACPs are available to unairworthy aircraft that are actively pursuing airworthiness certification that require longer than twelve (12) months to obtain. Includes, final assembly of aircraft, construction of amateur-built or kit-built aircraft and other qualifying circumstances (i.e., military deployment) as determined by the Airport Director.
  2. ACP does not change the unairworthy status of an aircraft in the calculation of indefinite unairworthy status.
  3. Moving an ACP unairworthy aircraft from one hangar to another and or off the airport then back on again, does not start the ACP expiration date over. The ACP is for the aircraft wherever it is on or off the airport.

### 1100.03 Vacant Hangar

The indefinite aeronautical absence in a hangar and or individual hangar unit is considered a vacant hangar and or hangar unit. The lack of qualified aircraft occupancy in the hangar in any contiguous ten (10) year period is considered a vacant hangar.

### 1100.04 Idle Hangar

The excessive aeronautical absence in a hangar or hangar unit is considered an idle hangar or hangar unit. The lack of a qualified aircraft occupying the hangar in any contiguous three (3) year period is considered an idle hangar.

1100.05 All hangar owners, lessees, homeowner associations, or any other form of principle in charge of a hangar facility shall be compliant with this hangar use provision. Further, all hangar owners, lessees, homeowner associations, or any other form of principle in charge of a hangar facility shall be responsible for the compliant use of their hangar facility by all guests, tenants, users, and individuals of their hangar.

## **1101 Compliant Hangar Use**

1101.01 Required Aeronautical Use of a hangar is the storage of at least one qualified aircraft for a period of thirty (30) days in any calendar year.

A. Qualified Aircraft include:

1. Airworthy aircraft.

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2. Temporary unairworthy aircraft.
3. Continually unairworthy aircraft that qualify for an Aircraft Conditional Permit (ACP).

1101.02 RAFS shall be occupied by a qualified aircraft, open space, or any combination of these. Non-aeronautical items may encroach in the RAFS with a valid A-NAP or FAA written authorization.

1101.03 Ancillary permitted uses of hangars include:

- A. Storage of aircraft handling equipment, e.g., towbars, glider tow equipment, workbenches, and tools and materials used in the servicing, maintenance, repair or outfitting of aircraft stored outside of the RAFS.
- B. Storage of Non-aeronautical items provided the items do not interfere with or encroach into the RAFS capacity of the hangar and or are in violation of conditions set forth in these airport rules and regulations and or ground lease requirements.

#### **1102 Non-Compliant Hangar Use**

1102.01 Indefinite storage of unairworthy aircraft.

1102.02 Storage of unairworthy aircraft that exceeds the ACP expiration date.

1102.03 Any encroachment of the RAFS without an A-NAP or FAA written approval.

1102.04 Vacant Hangar.

1102.05 Idle Hangar.

1102.06 Items or use that:

- A. impeded the movement of the aircraft in and out of the hangar or impede access to aircraft or other aeronautical contents of the hangar.
- B. displaces the aeronautical use capability of the hangar. (*A vehicle parked at the hangar while the vehicle owner is using the related hangered aircraft will not be considered to displace the aircraft if it is outside of the RAFS. Vehicles that are parked inside of the RAFS for any length of time are in violation of this provision.*)
- C. impede access to aircraft or other aeronautical contents of the hangar.
- D. are a non-aeronautical business or non-aeronautical government agency use, including storage of inventory.
- E. are stored in violation of airport rules and regulations, lease provisions, building codes or local ordinances.

1102.07 Residential use or similar.

The FAA differentiates between a typical pilot resting facility and aircrew quarters versus a hangar residence or hangar home. See FAA Order 5190.6B, paragraph 20.5(b). for clarification.

#### **1103 Approval of Non-Aeronautical Use of Hangars**

1103.01 FAA advance approval of an interim use: Where hangars are unoccupied and there is no current aviation demand for hangar space, the airport sponsor may request that FAA Office of Airports approve an interim use of a hangar for non-aeronautical purposes for a period up to five (5) years. The FAA will review the

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request in accordance with Order 5190.6B, paragraph 22.6. The airport sponsor is required to charge non-aeronautical fair market rental fees for the non-aeronautical use of airport property, even on an interim basis. (64 FR 7721).

- 1103.02 FAA approval of a month-to-month leasing plan: An airport sponsor may obtain advance written approval month-to-month leasing plan for non-aeronautical use of vacant facilities from the local FAA Office of Airports. The airport sponsor is required to charge non-aeronautical fair market rental fees for the non-aeronautical use of airport property, even on an interim basis. (64 FR 7721).
- 1103.03 Airport approval and A-NAP required for any non-aeronautical use of the RAFS of less than thirty (30) days in any calendar year.

#### **1104 Use of Hangars for Construction of an Aircraft**

- 1104.01 Non-commercial construction of amateur-built or kit-built aircraft is considered an aeronautical activity.
- 1104.02 Active construction progress is required to ensure that the hangar will be used for final assembly and storage of an operational aircraft. ACP for construction is valid for five (5) years from issue date, with a two (2) year extension available when substantial progress, as determined by the Airport Director, is made on the aircraft.

#### **1105 Vacant Hangar**

- 1105.01 A hangar and or an individual hangar unit is considered vacant of qualified aeronautical use when there is ten contiguous years without a qualified aircraft in the hangar.
- A. Ten contiguous years, as intended for compliant hangar use, is defined as each year within a ten-year adjoining time frame. For example: A hangar that is unoccupied by a qualified aircraft for 9 years and then in the tenth year is occupied by a qualified aircraft for 30 days reduces the vacant time to eight (8) years, not zero. Another example would be after 9 years of a hangar meeting the definition of a vacant facility followed by 3 years of occupancy by a qualified aircraft would reduce the vacant time to 6 years. The ten-year contiguous time frame does not start over after 30 days of a qualified aircraft stored in a hangar.
- 1105.02 Facilities designated vacant by the Airport Director require all items (aeronautical and non-aeronautical) be removed from the hangar. Zero storage is permitted in any vacant hangar facility. No lease default shall incur if the facility is vacated within thirty days of notice. Failure to vacate all storage use of a designated vacated hangar facility, for any reason, within thirty days (30) of notice shall result in a violation of grant assurances resulting in a lease violation. A FMV fee shall be calculated from the current ground lease rate and pro-rated to an individual non-compliant hangar unit, if applicable. The FMV shall be invoiced to the hangar owner monthly until the statues of the non-compliant hangar is compliant with these airport rules and regulations and the appropriate FAA order and all grant assurances.

#### **1106 Idle Hangar**

- 1106.01 A hangar facility is considered idle of qualified aeronautical use when there is three (3) contiguous years without a qualified aircraft in the hangar or hangar unit.
- A. Three (3) contiguous years, as intended for compliant hangar use, is defined as each year within a three-year adjoining time frame.
- 1106.02 Facilities designated idle by the Airport Director may continue to store permitted ancillary items outside of the RAFS. A FMV fee shall be calculated from the current ground lease rate and pro-rated to an

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individual non-compliant hangar unit, if applicable. The FMV fee shall be invoiced to the hangar owner monthly until the status of the non-compliant hangar is compliant with these airport rules and regulations and the appropriate FAA order and all grant assurances.

#### **1107 Sponsor Compliance Actions**

1107.01 The FAA requires that aeronautical facilities on a federally obligated airport be available and used for aeronautical purposes in the normal course of airport business, and that non-aeronautical uses will be the exception.

1107.02 The FAA requires that the Rifle Garfield County Airport have a program to routinely monitor use of hangars and take measures to eliminate and prevent unapproved non-aeronautical use of hangars. This monitoring program at RIL shall include, but is not limited to:

- A. Hangar owner's annual aircraft activity report submitted to the airport each January
- B. Visual inspections during:
  - 1. fire extinguisher inspections
  - 2. spring cleaning
  - 3. airport staff, tenant and or guest observations from a public place
- C. Video imagery verification from a public place:
  - 1. security cameras
  - 2. cell phone cameras
  - 3. other cameras or recording devices
- D. All other legal means available

1107.03 RIL shall ensure that length of time on a waiting list of those in need of a hangar for aircraft storage is minimized. RIL shall comply with this requirement by maintaining a current hangar availability contact list and making land available for long term hangar leases.

1107.04 RIL shall include a provision in airport aeronautical leases, Rules and Regulations and Minimum Standards, that adjust rental rates to FMV for any non-incident, non-aeronautical use of the leased facilities. *(Specifically, if a tenant uses a hangar for a non-aeronautical purpose in violation of this provision, the rental payments due to the sponsor (RIL) shall automatically increase to a FMV level.)*

1107.05 FAA personnel conducting a land use or compliance inspection of RIL may request a copy of RIL's hangar use program and evidence that RIL has limited hangars to aeronautical use.

1107.06 The FAA may disapprove an AIP grant at RIL if there are existing hangars at RIL that are being used for non-aeronautical purposes in violation of these rules and regulations. RIL, therefore, intends to comply with this FAA hangar use requirement to the fullest extent allowed.

#### **1108 Hangar Owner Compliance Program**

1108.01 All hangar leasehold entities and or principal persons responsible for lease compliance shall annually complete the Hangar Use Report, including type of aircraft, tail number, and if they are airworthy aircraft, temporary unairworthy, or aircraft that have an ACP and the status of the RAFS:



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- A. Complete the Hangar Use Report and submit an electronic or hard copy to the airport administrative office on or before January 31, for the preceding years hangar use.
- B. Certify that each individual hangar RAFS was used, for at least 30-days, in the past calendar year for the storage of a qualified aircraft.
- C. Update the status of any ACPs in each hangar unit.
- D. If requested, provided the airport and or FAA inspector current hard copies of an aircraft's annual inspection, current conditional inspection, or airport permit within thirty (30) days of a written request to the hangar owner. Note: it is the hangar owner's responsibility to know the status for the aircraft in their facility. Failure of the hangar owner to produce the requested aircraft documentation will be considered non-compatible use, with all remedies and penalties available to the airport.

### **1109 No Right to Non-Aeronautical Use**

1109.01 Grant Assurances in this policy allows some incidental storage of non-aeronautical items in hangars that do not interfere with aeronautical use. However, the policy neither creates nor constitutes a right to store non-aeronautical items in hangars. RIL may restrict or prohibit storage of non-aeronautical items to less than 49% of the hangar floor space identified in these rules and regulations, either collectively or individual hangar use. RIL shall consider factors such as emergency access, fire codes, security, insurance, and the impact of vehicular traffic on their surface areas when enacting rules regarding hangar storage. In some cases, permitting certain incidental non-aeronautical items in hangars could inhibit the sponsor's ability to meet obligations associated with Grant Assurance 19, Operations and Maintenance. RIL imposes consistent rules for incidental storage in all similar facilities at the airport.

### **1200 RATES, FEES AND CHARGES**

The Board of County Commissioners for Garfield County, Colorado (BOCC) is the owner and operator of the Rifle Garfield County Airport (Airport), located in Rifle, Colorado. The BOCC is hereby issuing its "Rates, Fees & Remove Space Charges" applicable to aircraft landing at and taking off from the Airport. Operators, ground transportation operators, concessionaires, off-airport delivery service operators, tenants and all other Airport users accessing the Airport facilities, supplies and services. Unless otherwise noted, **these amended rates, fees & charges shall be deemed to take effect on February 1, 2022.**

These rates, fees & charges supersede all previous schedules of rates, fees & charges promulgated by the BOCC. These rates, fees & charges are promulgated pursuant to the BOCC's regulatory authority under C.R.S. §41-3-106(l)(h) and 49 U.S.C. §2210(a)(9), and in accordance with F.A.A. regulations, rules, directives, and policy statements pertaining to the implementation, modification, and enforcement of airport fees and charges. The BOCC may amend these rates, fees & charges at a regularly scheduled board meeting.

To maintain financial stability, consistency, and currency of all airport rates, fees & charges, it is the intent of the Airport Director to review the rates, fees & charges document on an annual basis. The review of the rates, fees & charges by the Airport Director may include, but not be limited to, a comparison of the operating revenues and expenses allocated for each airport cost center (which may be modified from time to time) for previous fiscal years, market comparisons of rates and charges of other airports and related industries, and the mission, goals, and objectives is contained in the Airport Master Plan, Airport Layout Plan, annual budget and planning documents.

All payments of these rates, fees, and charges to the BOCC shall be made through the Garfield County Treasurer. Payments may be received at the airport office or directly to the Garfield County Treasurer.

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### **1200.01 Fees, Charges, and Requirements for Use of Airport Facilities and Services**

Unless otherwise expressly specified in a written agreement between the BOCC and an operator, aircraft operator, user and tenant, the following terms and conditions shall apply to all operators, aircraft operators, users, and tenants at the Airport.

### **1200.02 Commercial Activity Fee**

- A. All commercial operators, other than Ground Transportation, requesting access to the AOA of the airport shall pay an Airport Operating Permit fee of \$300.00 annually, \$50.00 per month or \$10.00 per day. Proof of commercial vehicle insurance is required to obtain the AOA - Airport Operating Permit. Purchase of a monthly or daily Airport Operating Permit does not accumulate towards subsequent Airport Operating Permits.
- B. All Ground Transportation Companies requesting access to the AOA of the airport shall pay an Airport Operating Permit fee of \$320.00 annually, \$55.00 per month or \$15.00 per day. Proof of commercial vehicle insurance is required to obtain the AOA - Airport Operating Permit. Purchase of a monthly or daily Airport Operating Permit does not accumulate towards subsequent Airport Operating Permits.
- C. Transportation Network Companies (TNC) that access the public parking for pick up and drop off are not billed directly for this service. TNC's that operate on the AOA shall have a valid airport operating permit, pay the Ground Transportation Company's fees and rates, and have proof of commercial insurance required for commercial vehicle operators.
- D. All commercial operators, excluding TNC's, requesting access to the non-Air Operations Area of airport property shall pay an Airport Operating Permit fee of \$60.00 annually, \$20.00 per month or \$5.00 per day. No AOA access allowed.
- E. Commercial operators, excluding TNC's, that access airport property without a valid Airport Operating Permit shall pay a single use fee of \$50.00 per vehicle for each entry onto airport property.
- F. Commercial operators, including TNC's, that access the AOA by any means without a valid Airport Operating Permit shall pay a fee of \$75.00 per vehicle for each entry onto the AOA.
- G. Commercial operators, with or without a valid Airport Operating Permit that access or attempt to access the AOA by means of tailgating/piggybacking through gate 3 east entrance lane shall pay a single use access fee of \$50.00.
- H. Commercial operators, with or without a valid Airport Operating Permit that access or attempt to access the airport by means of tailgating/piggybacking through gate 3 west EXIT lane shall pay a single use access fee of \$100.00.
- I. Daily Airport Operating Permits may be obtained from the FBO in person or by calling the 24hr Airport Operations phone at 970-230-1685. The FBO may add an administration fee of up to \$50.00 per request.
- J. Unless otherwise identified in a lease or written agreement, commercial operators that purchase the annual Airport Operating Permit may request up to 5 AOA access cards at no additional fee. Additional AOA gate cards may be requested at the current gate card fee rate. Lost or stolen cards shall be replaced for \$10.00 per card.
- K. Note: Violations are cumulative. A non-permitted commercial operator that accesses airport property and enters the AOA through gate 3 west EXIT lane will receive an invoice for (accessing airport property without an Airport Operating Permit = \$50.00 + accessing the AOA without an AOA-Airport Operating Permit = \$75.00 + entering the west EXIT lane of gate 3 = \$100.00 for a

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total invoice of \$225.00. If the same vehicle, person, or company enters the airport the same way a second time the \$50.00 second infraction fee applies for a total fee of \$275.00. Each subsequent

violation of that vehicle, person and or operator results in the third infraction fee of \$250.00 per entry for a total fee of \$475.00 for each infraction.

- L. Note: Commercial operators that have obtained an AOA-Airport Operating Permit do not need gate cards to access the Air Operations Area. Vehicle Operators may identify themselves by their company name, driver's full name, and vehicle license plate number. Airport or FBO personnel may then grant unescorted AOA access to the vehicle. Tailgating/piggybacking onto the AOA through either gate 3 entrance or exit lane is always prohibited for every operator, user, and tenant.

### 1200.03 Landing Fees

The landing fee is calculated at the rate of \$4.77 per thousand pounds of maximum aircraft landing weight on all large aircraft of 10,000 pounds or more. Tenants' aircraft, including hangar tenants, with annual hangar contracts at the Rifle Garfield County Airport of \$12,000 or more per-aircraft are deemed to have paid their landing fees while the contract is in force. The aircraft operators shall pay the BOCC through the FBO or commercial operator who will collect the fee.

### 1200.04 Ramp Parking Fees

Aircraft operators shall pay the BOCC for the overnight parking of any aircraft on the ADG-III main ramp as charged by the FBO or by direct contract with the Airport Director applying approved FBO fees. No monthly or annual terms available in the ADG-III main ramp area. Minimum nightly fee in the ADG-III main ramp is thirty (\$35.00) per night (see attached ramp fee schedule).

Annual and monthly fees are available for small aircraft in the light aircraft ADG-I tie-down area. Aircraft must remain current of tie-down fees to qualify for these rates. The month-to-month rate will continue after completion of 12 consecutive months with no further time obligation. Monthly rate aircraft that are not current with this fee shall pay the nightly rate as identified in the tie-down contract until all fees are paid in full. After 3 months of non-payment a new 12-month contract is required to obtain the monthly rate.

2022 tie-down rates are:

#### ADG-III

Nightly Rate = Calculated from aircraft size, Min of \$35.00/ night

No monthly or annual rates available.

#### ADG-I

Annual contract = \$636

Monthly contract = \$82.50

Nightly Rate\* = \$7.25

\* First two weeks transient parking no charge. Two weeks cumulative per year.

### 1200.05 Infraction of Airport Rules and Regulations

Operators, users, and tenants shall pay the BOCC the following fees, unless a penalty is otherwise specifically detailed in these Rules and Regulations, progressively, for each successive violation occurring during the same calendar year. Tenants are responsible for the leasehold they control on which a violation occurs. Violations also apply to vehicles parked without permission on tenants leased area.

1<sup>st</sup> Infraction.....Written notice of infraction – next offense may result in fee.

2<sup>nd</sup> Infraction.....\$50 (AOA gate access cards will be locked if fee is not paid in 30 days)

3<sup>rd</sup> Infraction.....\$250 (AOA gate access will be locked immediately until fee is paid).

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The operator, user and tenant must also provide assurances that, in the sole discretion of the Airport Director, are sufficient to prevent future infractions.

Should infraction(s) of any FAA, State or Airport rules and regulations result in a damage award, citation, or fine against the Airport, the Operator, User and Tenant shall fully reimburse the BOCC for said damage award, citation, or fine and for all costs and expenses, including reasonable attorney's fees, incurred by the BOCC in defending against or satisfying the damage award, citation, or fine.

### 1200.06 Non-Public Fuel Dispensing Permit

Parties wishing to fuel their own aircraft at Rifle Garfield County Airport shall possess a valid Non-Public Fuel Dispensing Permit. An annual application fee applies as follows:

	Annual Application Fee	Fuel Flowage Fee / Gal pumped
Traditional Permit	\$230.00	.21/gal
Limited Permit	\$150.00	.21/gal
Government Permit	None	.21/gal or \$25/ week, whichever is more
Helicopter Support	\$ 25.00	.21/gal or \$25/ week, whichever is more
Minor Permit	\$ 5.00	None

### 1200.07 Labor Rate: \$52.13

FBO, operators, users and tenants shall pay the BOCC Forty-eight dollars and twenty-seven cents ( \$48.27) per hour per employee, charged in one-quarter hour increments for services requested and provided for by the BOCC employees during normal business hours plus an 8% administration fee (\$3.86). **Total ( \$52.13)** These services include, but are not limited to, ARFF stand-by service, RCOM service, aircraft extraction, custodial and maintenance services.

### 1200.08 Overtime Labor Rate: \$67.68

Overtime costs shall be at the rate of sixty-two dollars and sixty-seven cents ( \$62.67) per hour, based on quarter-hour increments, for overtime costs incurred by the BOCC employees if requested by operators, users, and tenants, plus an 8% administration fee (\$5.01). **Total ( \$67.68/hour)** if a BOCC employee is called back to the airport to provide these services, a two-hour minimum charge will be imposed for each employee involved. These services include, but are not limited to, ARFF stand-by service, RCAM service, aircraft extraction, maintenance, custodial and maintenance services.

### 1200.09 Clean-up Charge

- A. The Airport Director shall require that the responsible party clean up any debris, objects, or spills at the Airport facility. If such cleanup is not accomplished in the required time or of necessity, the Airport Director may assign the county airport employees to perform the required cleaning and will apply the appropriate labor rate. If the airport staff does not have the capacity to properly address the situation a professional entity may be brought in to clean up the area at the responsible party's expense.
- B. Hazardous liquid spills shall be properly cleaned up and disposed of immediately upon identification. The Airport Director shall be notified immediately upon discovery of any small or large spill as defined below.
- C. Small hazardous liquid spills that are puddling, over five (5) gallons and or are larger than three feet in diameter shall be cleaned up with the appropriate spill prevention material and supplies that will include the airport's Safety Vac system. The responsible operator, user and or tenant shall be charged for the replacement cost of any spill prevention material used plus a rate of \$32 per ½ hr.

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and any portion thereof of the Safety Vac system and \$14.50 per gallon or any part thereof for disposal.

- D. Large hazardous liquid spills that are over 25 gallons, larger than thirty feet in diameter and or longer than 100 feet shall be cleaned up with the appropriate spill prevention material and supplies that will include the airport's Safety Vac system. The responsible operator, user and or tenant shall be charged for the replacement cost of any spill prevention material used plus a rate of \$64/ hr. or any portion thereof for the Safety Vac system and \$14.50 per gallon or any part thereof for disposal. In addition, the responsible operator, user and or tenant shall be charged at a rate of \$30/gallon for asphalt re-sealer needed to restore the affected area.
- E. Failure to report a small or large hazardous liquid spill to the Airport Director shall result in a \$1,000 fee plus the cost of cleanup as listed above to the responsible operator, user and or tenant.

#### **1200.10 Repairs**

Should repairs to the facility be required because of damage caused by the user of airport facilities, the BOCC through the Airport Director will assign the repair to an entity of its own choosing. If the BOCC's employees are utilized for said repair, the charges will be at the appropriate labor rate, based on quarter hour increments, plus the cost of material used in the repair plus an 8% administration fee. If the BOCC's employees are not utilized for said repair, then the user of the facilities will be charged the actual costs of the repair plus an 8% administration fee.

#### **1200.11 Equipment**

If clean up or repairs need Rifle Garfield County Airport equipment to complete the project, the BOCC through the Airport Director may charge up to \$120.00 per hour, in quarter hour increments, for each piece of equipment used.

#### **1200.12 Long Term Vehicle Parking**

Users of the Airport facilities may store their authorized motor vehicles in the designated public long-term parking lot. A fee may be charged at the rate of five dollars (\$5.00) per day. Per Airport Rules and Regulations, no abandoned vehicles are allowed on the airport. Airport tenants with current land lease may secure up to five (5) reserved parking stalls in the public parking lot at an annual rate of \$2.50 per day per parking stall. Airport tenants must maintain a land lease to secure reserved parking stalls. The Airport Director shall identify the parking stalls available. The tenant is required to maintain any signage and or pavement markings.

#### **1200.13 AOA Gate Cards**

- A. AOA gate cards are \$10.00 each for the card plus an annual gate maintenance fee of \$32.00 per year. Inoperable, broken or destroyed cards shall be replaced at no charge if they are turned into the airport office. Lost or stolen cards shall be replaced at \$10.00 each. Replaced cards maintenance fee shall remain in effect for the duration of the Airport Operating Permit.
- B. Any unescorted or unknown vehicle that accesses the AOA by means of tailgating/piggybacking through your gate card opening of gates 1, 2, 4 and 5 shall result in a \$50.00 fee to the card holder for each vehicle gaining entrance. Any unescorted or unknown vehicle that accesses the AOA by means of tailgating/piggybacking through gate 3 east entrance lane that is opened by an authorized user shall result in a \$50.00 fee to the card holder for each vehicle gaining access.

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- C. Any vehicle that accesses or attempts to access the AOA by means of entering the AOA through gate 3 west EXIT lane shall pay a single use fee of \$100.00.
  - 1. Any vehicle on the AOA side of the airfield that opens Gate 3 West EXIT Lane with the intent to allow a non-AOA side vehicle through the exit lane shall pay a single use fee of \$100.00.
- D. Any vehicle that attempts to enter or exit an AOA gate through tailgating/piggybacking that damages the AOA gate shall pay to repair the gate to full operating capacity. A claim for damages may be made directly with the insurance provider. Failure to report damage of airport property to the Airport Director may result in criminal prosecution to the fullest extent of the law.

**1200.14 Runway Incursion**

Operators, users, and tenants shall pay a fee of \$1,000 for every intentional, unintentional and or inadvertent runway "incursion" as defined in these Rules and Regulations. Additional penalties, including exclusion for the airport, may occur.

**1200.15 ARFF**

There is no fee or charge for ARFF response to an alert one, alert two or alert three. Fees may apply after an emergency response is over, as determined by the Airport Director. Fees for the replacement cost of halon or similar, foam agent, recharging of fire extinguishers and any other supply used in any ARFF response plus an 8% administration fee shall be billed to the responsible party/s as determined by the Airport Director. Operators, users, and tenants shall pay the BOCC Two Hundred Twenty-five dollars (\$225.00) per occurrence for any requested Aircraft Rescue Firefighting (ARFF) standby service plus the appropriate labor rate for each employee.

**1200.16 Advance Payment**

The Airport Director may require advance payment of an amount sufficient to cover the cost of any service set forth in this part.

**1200.17 Water Usage**

Operators, users, and tenants of the Airport facilities are required to pay for their water usage.

**1201 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL AERONAUTICAL FBO OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTIONS (1)**

Unless otherwise expressly specified in a written agreement between the BOCC and an FBO, the following terms and conditions shall apply at the Airport.

**1201.01 Fees**

- A. FBO Operator  
Each FBO shall pay activity fees as established by the BOCC. Each specific activity is listed in the Commercial Aeronautical Activity defined in Part III of the Rifle Garfield County Airports Minimum Standards for Aeronautical Activities. Specifically:

Applications fees:	\$2500
Annual Activity Fees:	No Charge

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Annual Aircraft Fees: No Charge

Fuel Flowage Fee:	
AVGAS	\$.19Gal.
Jet	\$.19/Gal
Fuel Storage:	\$.065/Gal
Capacity Tank:	\$.0192/Gal

Any / All Concessions:	
Auto Rental	0.00 / contract
Detailing	To Be Determined
Gift Shop	To Be Determined
Restaurant	To Be Determined
Vending	To Be Determined
Other Commercial Activities	To Be Determined

**B. Landing Fees**

The FBO that services large aircraft shall collect landing fees from that aircraft. If no services are rendered by the FBO, the FBO may collect the landing fees as economically feasible without charging the aircraft facility or other FBO fees. After hours aircraft with no service requested from the FBO shall be the responsibility of the Airport Director to direct bill, given the economic feasibility. The FBO shall include a detailed list of all landing fees collected and include it in the monthly fee schedule given to the Airport Director. The FBO shall pay the BOCC a rate of 80% of all landing fees collected. No waiver of any kind is allowed by the FBO in collecting and paying the BOCC their portion of this fee.

**C. Main Group III Ramp Parking Fee**

1. All aircraft parking on the main Group III ramp, outside of assigned areas, shall pay the FBO directly the appropriate fee and not through a third party.
2. The FBO shall pay the BOCC a rate of 50% of the FBO charged ramp parking fees on the main Group III ramp, excluding assigned parking locations. The FBO shall maintain a ramp parking fee structure that shall be applied to all aircraft and Tenants. FBO shall make such rates available for review of the Airport Director as requested. Minimum fuel purchase may be utilized to waive ramp parking fees as set in the FBO fee structure.

**D. FBO Authorized Airport Operating Permit Access Fees**

The FBO shall pay the BOCC \$5.00 for every daily non-AOA-Airport Operating Permit issued and \$15.00 for every AOA-Airport Operating Permit issued. The FBO may collect an administrative set fee to cover their costs associated with this permit. The Airport Operating Permit daily permit fees collected shall be paid monthly and be included as a separate line item on the monthly report. The FBO is not authorized to issue monthly or annual Airport Operating Permit's or gate cards.

**E. Unauthorized Vehicle Access Fee**

The FBO shall pay the BOCC \$50.00 for every excluded person's and or entity's vehicle they allow and or grant access to and or passively consent access to the AOA. The FBO may escort Non-Airport Operating Permit, persons and or entity's, vehicles onto the AOA at no charge. All Non-Airport Operating Permit and or excluded persons and or entity's vehicles that gain entry to the Air Operations Area via the FBO personnel are under the FBO care and custody as defined under escort.

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**F. FBO Hazardous Waste Disposal**

An FBO shall pay the BOCC for their pro rata share of hazardous waste disposal when and if such fees are incurred by the County.

**G. FBO Disposal Station Fees**

The FBO shall pay the BOCC for each use of the designated lavatory disposal station as outlined in sec 1208.

**H. Deicing Fees**

An FBO shall pay the BOCC one dollar and twenty-five cents (\$1.25) per gallon of deicing fluid mixture dispensed at the airport. This fee shall be paid monthly and be included as a separate line item on the monthly report.

**I. Miscellaneous Fees**

An FBO shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and faculties provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

**1201.02 Reports/Billing**

On or before the 10<sup>th</sup> day of each month, an FBO shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by an FBO hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the FBO or its designee. Any subsequent changes in the information will be reported to the Airport Director as soon as practical: but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the FBO for Airport marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding month's activities.

**1202 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL AERONAUTICAL SASO OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTIONS (2)-(5)**

Unless otherwise expressly specified in a written agreement between the BOCC and a SASO the following terms and conditions shall apply at the Airport.

**1202.01 Fees**

**A. SASO Operator**

Each SASO shall pay the standard fees as established by the BOCC. Such activities are listed for each specific Commercial Aeronautical Activity defined in Part III of the Rifle Garfield County Airports Minimum Standards for Commercial Aeronautical Activities. Specifically:

Application's Fees:	\$200
Annual Activity Fees:	\$300



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Self-Fueling Flowage	AVGAS	\$ .21 / Gal.
	Jet	\$ .21 / Gal.

Any/All Concessions:

Auto Rental	0.00 / contract
Detailing	To Be Determined
Gift Shop	To Be Determined
Restaurant	To Be Determined
Vending	To Be Determined
Other Commercial Activities	To Be Determined

**Landing Fees** SASO operators shall collect landing fees from aircraft that use their facilities. SASO operators shall pay the BOCC a rate of 80% of all landing fees collected. No waiver of any kind is allowed by a SASO in collecting and paying the BOCC their portion of this fee.

**Main Group III Ramp Parking Fee**

1. All SASO are authorized to charge aircraft parking overnight in their assigned area the approved airport ramp parking fee. SASOs cannot alter the airport approved fee structure, higher or lower. The SASO shall pay the BOCC 50% of any ramp parking fee collected monthly.
2. Rifle Aircraft Maintenance and AvTech Hangars are exempt from paying ramp fees in their assigned tie-down locations, per lease agreement.

**B. Disposal Station Fees:**

A SASO shall pay the BOCC for each use of the designated lavatory disposal station when and if the Rifle Water Protection District requires such fees.

**C. Deicing Fee:**

A SASO shall pay the BOCC their pro rata share of the BOCC's expenses incurred in draining and cleaning the deicing pad holding tank, on a non-discriminatory basis with the other users thereof.

**D. Miscellaneous Fees:**

A SASO shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and facilities provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

**1202.02 Reports/Billing**

On or before the 10<sup>th</sup> day of each month, each SASO shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by the SASO hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the SASO. Any subsequent changes in the information will be reported to the Airport Director as soon as practical; but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the Aircraft or Airport Operator for Airport

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marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding months activities.

**1203 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL AERONAUTICAL SASO OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTIONS (6)-(10)**

Unless otherwise expressly specified in a written agreement between the BOCC and a SASO the following terms and conditions shall apply at the Airport.

**1203.01 Fees**

**A. SASO Operator**

Each SASO shall pay the standard fees as established by the BOCC. Such activities are listed for each specific Commercial Aeronautical Activity defined in Part III of the Rifle Garfield County Airport’s Minimum Standards for Commercial Aeronautical Activities. Specifically:

Applications Fees:	\$200
Annual Aircraft Fees:	
Minimum of	\$300
or	
Per Single Piston	\$75
Per Multi-Piston	\$125
Per Jet, Turboprop	\$250
Per Helicopter	\$250

(Whichever is greater)

Self-Fueling Flowage	AVGAS	\$ .21/Gal.
	Jet	\$ .21/Gal.

Any/All Concessions:		
Auto Rental		0.00 / contract
Detailing		To Be Determined
Gift Shop		To Be Determined
Restaurant		To Be Determined
Vending		To Be Determined
Other Commercial Activities		To Be Determined

**Landing Fees** SASO operators shall collect landing fees from aircraft that use their facilities. SASO operators shall pay the BOCC a rate of 80% of all landing fees collected. No waiver of any kind is allowed by a SASO in collecting and paying the BOCC their portion of this fee.

**Main Group III Ramp Parking Fee**

1. All SASO are authorized to charge aircraft parking overnight in their assigned area the approved airport ramp parking fee. SASOs cannot alter the airport approved fee structure, higher or lower. The SASO shall pay the BOCC 50% of any ramp parking fee collected monthly.

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2. Rifle Aircraft Maintenance and AvTech Hangars are exempt from paying ramp fees in their assigned tie-down locations, per lease agreement.

**B. Disposal Station Fees**

A SASO shall pay the BOCC for each use of the designated lavatory disposal station when and if the Rifle Water Protection District requires such fees.

**C. Deicing Fee**

A SASO shall pay the BOCC their pro rata share of the BOCC's expenses incurred in draining and cleaning the deicing pad holding tank, on a non-discriminatory basis with the other users thereof.

**D. Miscellaneous Fees**

A SASO shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and facilities provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

**1203.02 Reports/Billing**

On or before the 10<sup>th</sup> day of each month, each SASO shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by the SASO hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the SASO. Any subsequent changes in the information will be reported to the Airport Director as soon as practical; but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the aircraft or Airport operator for Airport marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding months activities.

**1204 FEES, CHARGES, AND REQUIREMENTS FOR AERONAUTICAL NON-COMMERCIAL OPERATORS AS LISTED IN THE MINIMUM STANDARDS PART III SECTION (11)**

Unless otherwise expressly specified in a written agreement between the BOCC and an aeronautical non-commercial operator the following terms and conditions shall apply at the Airport.

**1204.01 Fees**

**A. Aeronautical non-commercial operators:**

Each aeronautical non-commercial operator shall pay the standard fees as established by the BOCC. Such activities are defined in Part III of the Rifle Garfield County Airports Minimum Standards for Commercial Aeronautical Activities. Specifically:

Applications Fees:		\$50
Association Annual Activity Fees:		\$50
Self-Fueling Flowage	AVGAS	\$.21/Gal.
	Jet	\$.21/Gal.

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B. Miscellaneous Fees:

Each aeronautical non-commercial operator shall pay such other fees and charges as may be imposed by the BOCC in the future, for services and facilities provided by the BOCC to the entity involved, on a pro rata, non-discriminatory basis with the other users of said services or facilities.

**1204.02 Reports/Billing**

On or before the 10<sup>th</sup> day of each month, each aeronautical non-commercial operator shall submit to the Airport Director such reports of the preceding month's activities and compute the fees, charges, and other monies owed by the aeronautical non-commercial operator hereunder. The reports shall be attested to as correct to the best of the signer's knowledge by the aeronautical non-commercial operator. Any subsequent changes in the information will be reported to the Airport Director as soon as practical; but in no event more than seven (7) days from their discovery. The reports shall be on a form provided by or approved by the Airport Director. The BOCC through the Airport Director reserves the right to obtain clarification of any matter contained in the reports, or for additional information from the aircraft or Airport operator for Airport marketing, statistical, fee-setting, or other purposes. Payment of these fees shall be made on or before the last day of each month for the computed fees, charges and other monies owed from the preceding months activities.

**1205 FEES, CHARGES, AND REQUIREMENTS FOR COMMERCIAL NON-AERONAUTICAL OPERATORS**

Commercial Non-Aeronautical Operator Permit Fee

Commercial operators who do not own, lease, or sublease space at the airport and who conduct commercial services and activities that originate at the Airport or use Airport facilities or space, shall pay the BOCC the appropriate airport operating permit fee to operate said activities at the Airport (vending machines excluded).

**1206 LAND AND BUILDING LEASE RATES AND FEES FOR LESSEES OF AIRPORT PROPERTY.**

Unless otherwise expressly specified in a written agreement between the BOCC and an operator, aircraft operator, user and tenant, the following terms and condition shall apply to all operators, aircraft operators, user, and tenant.

Adjusted ground lease rate for 2022:

The lease rate for Commercial Aeronautical parcel sizes is	\$.281659 sq-ft
The lease rate for Non-Commercial Aeronautical parcel sizes is	\$.281659 sq-ft
The lease rate for Commercial Non-Aeronautical parcel sizes is	\$.422433 sq-ft
The Fair Market Value (FMV) rate for non-complaint hangars	\$.422433 sq/ft

Annual Adjustments

Annual adjustments shall be based on the average of the first half and second half semi-annual average of the Consumer Price Index for All Urban Consumers for Denver, Boulder, and Greeley, Colorado, as published in February of each year by the U.S. Department of Labor Bureau of Labor Statistics, Washington D.C., or comparable successor index plus twenty-five basis points.

Arithmetic Formula: Prior year (xxxx) lease rate x (1+CPI%change) + (.25)) = next year's lease rate.

Building Rental Rates

Building rental rates shall be set by contract with the BOCC.

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**1207 AIRPORT OPERATIONS BUILDING CONFERENCE ROOMS RATES AND FEES**

1207.01 The AOC conference rooms shall be made available for periodic use to all Garfield County Departments, the BLM and Forest service during normal business hours at no charge. A minimum cleaning fee of \$250 may be charged as allowed by the conference room request and rules sheet.

1207.02 The AOC conference rooms may be available for periodic use to operator, user and or tenant at a fee of \$50.00 for the first three hours and \$25.00 per hour for each additional hour or part thereof. A \$250.00 cleaning deposit must accompany the conference room request sheet for all operator, user and or tenant requests.

1207.03 A television and DVD player are provided at no cost of use in the conference room. Other supplies used may be billed on replacement cost plus 8% administration fee.

**1208 LAV DUMP STATION RATES AND FEES**

1208.01 A fee of \$ 8.00 per aircraft lav service (station) and or vehicle cleaning may be charged to each operator, user and or tenant that uses the lav dump disposal pad.

1208.02 A fee of \$500 per any waste disposal on airport property that is not done in the lav dump station or may be assessed to an operator, user and or tenant.

1208.03 A fee of \$500 per any vehicle or aircraft washing that is done on airport property that is not done in a hangar or in the designated lav dump station and where the waist water enters any or runs into any storm water system shall be paid by an operator, user and or tenant.

**1209 AIRPORT NON-AERONAUTICAL PERMIT (A-NAP)**

1209.01 A FMV fee of \$100.00 per day charged for permission to encroach into the RAFS area of non-qualifying items, events or activities in a private hangar facility or individual private hangar unit in a facility.

1209.02 A FMV fee of \$200.00 per day charged for permission to encroach into the RAFS area of non-qualifying items, events or activities in a commercial hangar or commercial hangar unit.

1209.03 Maximum of thirty (30) calendar days per year allowed with A-NAP

1209.04 A fifty percent (50%) daily penalty, in addition to the daily permit fee, shall apply for failure to obtain an A-NAP prior to any non-qualifying use inside the RAFS.

**1210 AIRCRAFT CONDITIONAL PERMIT (ACP)**

1210.01 No fee for the initial five-year ACP

1210.02 A fee of \$200 per year shall apply to any ACP extension request. Limit two years.

**1211 Tether Pull Use**

1211.01 A fee of \$250.00 per day shall be charged to the operator for the use of the tether pull system. Payment of the fee gives the operator exclusive use of the tether pull system for that day.