



**JASPER COUNTY COUNCIL
COUNCIL CHAMBERS**

**Jasper County Clementa C. Pinckney Government Building
358 THIRD AVENUE RIDGELAND, SC 29936**

**JUNE 3, 2019
AGENDA**

4:00 P.M. – 5:30 P.M. BUDGET WORKSHOP

- Jasper County Sherriff's Office
- Jasper County School District
- General Discussion

5:30 P.M.

I. Call to Order

II. Executive Session

SECTION 30-4-70. Meetings which may be closed; procedure; circumvention of chapter; disruption of meeting; executive sessions of General Assembly.

(a) A public body may hold a meeting closed to the public for one or more of the following reasons:

- (1) Discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body; however, if an adversary hearing involving the employee or client is held, the employee or client has the right to demand that the hearing be conducted publicly. Nothing contained in this item shall prevent the public body, in its discretion, from deleting the names of the other employees or clients whose records are submitted for use at the hearing. – Clerk to Council, Human Resources, Engineering Services, Emergency Services**

(2) Discussion of negotiations incident to proposed contract arrangements and proposed purchase or sale of property, the receipt of legal advice where the legal advice related to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim – Section 30-4-70(a)(2) – [The Settings, Dispatch Services Agreement, Auditing Services](#)

(5) Discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by a public body -- Section 30-4-70(a)(5) – [Jasper Ocean Terminal \(JOT\), Prospect Update](#)

ANY EXECUTIVE SESSION MATTER ON WHICH DISCUSSION HAS NOT BEEN COMPLETED MAY HAVE DISCUSSION SUSPENDED FOR PURPOSES OF BEGINNING THE OPEN SESSION AT ITS SCHEDULED TIME, AND COUNCIL MAY RETURN TO EXECUTIVE SESSION DISCUSSION AFTER THE CONCLUSION OF THE OPEN SESSION AGENDA ITEMS

6:30 P.M.

- III. Return to Open Session in Council Chambers
- IV. Possible Action on Items discussed in Executive Session
- V. Pledge of Allegiance
- VI. Invocation
- VII. Approval of Agenda
- VIII. Approval of the Minutes - Deferred
- IX. Presentations and Proclamations
- X. Open Floor to the Public per Ordinance 08-17 any citizen of the County may sign to speak before the Council on matters pertaining to County Services and Operations. Presentations will be limited to three (3) minutes and total public input will be limited to 30 minutes
- XI. Resolutions
- XII. Ordinances
 - A. [Lisa Wagner](#) – 3rd Reading of an [Ordinance](#) to amend the Official Zoning Map of Jasper County so as to transfer a property bearing Jasper County Tax Map Number 038-00-06-045 from the Community Commercial Zone and Residential Zone to the Community Commercial Zone on the Jasper County Official Zoning Map

- B. **Lisa Wagner** - 1st Reading of an [Ordinance](#) to amend the Official Zoning Map of Jasper County so as to transfer a property bearing Jasper County Tax Map Number 080-00-03-043 from the General Commercial Zone to the Mixed Business Zone on the Jasper County Official Zoning Map

- C. **David Tedder and Danny Lucas** – Public hearing and 2nd Reading of an [Ordinance](#) to amend the Jasper County Code of Ordinances, including Article IV, *Boards and Commissions* of Chapter 2, *Administration*, so as to provide a new Division 7, *Jasper County Aeronautics Commission*, including provisions regarding the appointment, qualifications, duties, and responsibilities of the Aeronautics Commission, and to add a new Chapter 29 to the Jasper County Code of Ordinances, *Aviation*, so as to adopt certain standards, rules and regulations, and related matters regarding the aeronautical and other activities at the Ridgeland – Claude Dean Airport, and matters related to the foregoing

- D. **David Tedder** - Public Hearing and 2nd Reading of an [Ordinance](#) to amend the Jasper County Code of Ordinances, Chapter 2, Article II, Division 3, Standing Committees, being codified as Section 2-56 through 2-60

- E. **David Tedder** – 1st Reading of an Ordinance to amend Section 9-84A, Geographic Limits of the [Cherry Point Fire District](#), as contained in Article IV of Chapter 9 of the Code of Ordinances of Jasper County, South Carolina, to reflect removal, additions, and clarifications as to the lands contained in the Cherry Point Fire Protection District, and matters related thereto, and announcement of a Public Hearing to be held at the June 17th Regular Council Meeting at 6:30 PM

- F. **Kimberly Burgess** – Public Hearing and 2nd Reading of an [Ordinance Adopting the Fiscal Year 2020 Operating Budget](#)

XIII. New Business

- A. **Kimberly Burgess** – Presentation of Accommodations Tax Committee Recommendations

- B. **Kimberly Burgess** – Presentation of Local Accommodations and Hospitality Tax Requests

XIV. Old Business

XV. Council Members Comments

XVI. Administrator’s Report

XVII. Possible Return to Executive Session to Continue Discussion on Matters Regarding Agenda Item II.

XVIII. Adjourn

Council may take action on any item appearing on the agenda including items discussed in executive session.

Special Accommodations Available Upon Request to Individuals with Disabilities

**STATE OF SOUTH CAROLINA
COUNTY OF JASPER**

ORDINANCE: 2019-_____

**AN ORDINANCE
OF JASPER COUNTY COUNCIL**

To amend the Official Zoning Map of Jasper County so as to transfer a property bearing Jasper County Tax Map Number 038-00-06-045 from the Community Commercial Zone and Residential Zone to the Community Commercial Zone on the Jasper County Official Zoning Map.

WHEREAS, the owner of the parcel consisting of approximately 2.91 acres bearing Jasper County Tax Map Number 038-00-06-045 and is located at 35 McDowell Circle has requested rezoning of the parcel on the Official Zoning Map of Jasper County from the Community Commercial Zone and the Residential Zone to the Community Commercial Zone and the property owner submitted that request to the Jasper County Planning Commission and County Council; and

WHEREAS, the Jasper County Planning Commission has concurred with the recommendations of the staff report as reflected in this Ordinance and recommends denial by Council; and

WHEREAS, this matter is now before the Jasper County Council for determination;

NOW THEREFORE BE IT ORDAINED, by the Jasper County Council in council duly convened and by the authority of the same:

1. Jasper County Council finds that in accordance with the staff report and the recommendation of the Planning Commission, the proposed zoning is consistent with the continued pattern of growth in the vicinity, and is in harmony with the Jasper County Comprehensive Plan. Good cause having been shown, approximately 2.91 acres bearing Jasper County Tax Map Numbers 038-00-06-045, located at 35 McDowell Circle depicted on the Jasper County Official Zoning Map in the Community

Commercial and Residential Zone shall not be transferred to the Community Commercial Zone.

2. This ordinance shall take effect upon approval by Council.

D. T. Johnson, Jr.
Chairman

ATTEST:

Bonnie Lawson
Acting Clerk to Council

ORDINANCE: # 2019-__

First Reading: May 6, 2019

Second Reading: May 20, 2019

Public Hearing: May 20, 2019

Adopted: June 3, 2019

Considered by the Jasper County Planning Commission at it's meeting on
April 9, 2019 and recommended for approval.

Reviewed for form and draftsmanship by the Jasper County Attorney.

David Tedder

Date

**STATE OF SOUTH CAROLINA
COUNTY OF JASPER**

ORDINANCE: 2019-_____

**AN ORDINANCE
OF JASPER COUNTY COUNCIL**

To amend the Official Zoning Map of Jasper County so as to transfer a property bearing Jasper County Tax Map Number 080-00-03-043 from the General Commercial Zone to the Mixed Business Zone on the Jasper County Official Zoning Map.

WHEREAS, the owner of the parcel consisting of approximately 2.6 acres bearing Jasper County Tax Map Number 080-00-03-043 and is located at 208 Schinger Avenue has requested rezoning of the parcel on the Official Zoning Map of Jasper County from the General Commercial Zone to the Mixed Business Zone and the property owner submitted that request to the Jasper County Planning Commission and County Council; and

WHEREAS, the Jasper County Planning Commission has concurred with the recommendations of the staff report as reflected in this Ordinance and recommends approval by Council; and

WHEREAS, this matter is now before the Jasper County Council for determination;

NOW THEREFORE BE IT ORDAINED, by the Jasper County Council in council duly convened and by the authority of the same:

1. Jasper County Council finds that in accordance with the staff report and the recommendation of the Planning Commission, the proposed zoning is consistent with the continued pattern of growth in the vicinity, and is in harmony with the Jasper County Comprehensive Plan. Good cause having been shown,

approximately 2.6 acres bearing Jasper County Tax Map Number 080-00-03-043, located at 208 Schinger Avenue and depicted on the Jasper County Official Zoning Map in the General Commercial Zone is hereby transferred to the Mixed Business Zone.

2. This ordinance shall take effect upon approval by Council.

D. T. Johnson, Jr.
Chairman

ATTEST:

Bonnie Lawson
Acting Clerk to Council

ORDINANCE: # 2019-__

First Reading: June 3, 2019

Second Reading: _____

Public Hearing: _____

Adopted: _____

Considered by the Jasper County Planning Commission at it's meeting on
May 14, 2019 and recommended for approval.

Reviewed for form and draftsmanship by the Jasper County Attorney.

David Tedder

Date

STATE OF SOUTH CAROLINA
COUNTY OF JASPER
ORDINANCE # 19-___

AN ORDINANCE OF JASPER COUNTY COUNCIL

To amend the Jasper County Code of Ordinances, including Article IV, *Boards and Commissions* of Chapter 2, *Administration*, so as to provide a new Division 7, *Jasper County Aeronautics Commission*, including provisions regarding the appointment, qualifications, duties, and responsibilities of the Aeronautics Commission, and to add a new Chapter 29 to the Jasper County Code of Ordinances, *Aviation*, so as to adopt certain standards, rules and regulations, and related matters regarding the aeronautical and other activities at the Ridgeland – Claude Dean Airport, and matters related to the foregoing.

WHEREAS, the Jasper County Aeronautics Commission (County Aeronautic Commission) was originally enabled pursuant to South Carolina Acts and Joint Resolutions Act No. 12 (1949; and

WHEREAS, subsequently, in recognition of the Home Rule Act, appointive powers to the County Aeronautics Commission were devolved to Jasper County in accordance with § 4-9-170 of the Code of Laws of South Carolina, (1976 as amended); and

WHEREAS, with recent improvements to the Ridgeland Claude Dean Airport and the use of federal funds for the improvements, it has become necessary and desirable to provide for updated provisions regarding the County Aeronautics Commission, aeronautical operations and airport standards; and

WHEREAS, Jasper County Council desires to adopt various amendments to the Code of Ordinances to accomplish these purposes;

NOW THEREFORE, BE IT ORDAINED, by the Jasper County Council duly assembled and by the authority of same:

1. Chapter 2, *Administration*, of Article IV, *Boards, Commissions and Committees*, is amended by adding a new Division 7, *Jasper County Aeronautics Commission*, attached hereto as Sections 2-216 through 2-400.
2. A new Chapter 29, *Aviation*, is added to the Jasper County Code of Ordinance, attached hereto as Sections 29-1 through 29-100.
3. The *Rules and Regulations, Minimum Standards for Aeronautical Services*, and *Minimum Standards for Aircraft Hanger Construction* referenced in Chapter 29, Articles III, IV, and V, are attached hereto as a collective Exhibit B and are incorporated by reference in Chapter 29 of the Jasper County Code of Ordinances.
4. Provisions of ordinances previously adopted by County Council which are not consistent with the restrictions and requirements of this Ordinance 2019-____ are deemed superseded.
5. If any section, clause, paragraph, sentence or phrase of this ordinance, or the application thereof to any person or circumstances shall, for any reason, be held to be invalid or unconstitutional, such invalid section, clause, paragraph, sentence, phrase or application is hereby declared to be severable; and any such invalid or unconstitutional section, clause, paragraph, sentence, phrase or application shall in no way affect the remainder of this ordinance; and it is hereby declared to be the intention of the County Council that the remainder of this ordinance would have been passed notwithstanding the invalidity or unconstitutionality of any section, clause, paragraph, sentence or phrase thereof.
6. This ordinance shall take effect upon approval by Council.

D.T. Johnson, Jr., Chairman

ATTEST:

Bonnie Lawson, Acting Clerk to Council

ORDINANCE 19- _____

First Reading: _____

Second Reading: _____

Public hearing: _____

Adopted: _____

Reviewed for form and draftsmanship by the Jasper County Attorney.

David L. Tedder Date: _____

DIVISION 7.

AERONAUTICS COMMISSION

Sec. 2-210. - Purpose

The purpose of the Jasper County Aeronautics Commission (Aeronautics Commission) shall be to act in an advisory capacity to the Jasper County Council regarding aviation matters, and exercise such powers and authorities as are committed to the Aeronautics Commission pursuant to state law.

Sec. 2-211. - Duties

- (a) To forward to County Council for each fiscal year ending on June 30th, by April 30 of the following calendar year, a report of the work of the Commission for that fiscal year;
- (b) Make recommendations to the Airport Manager for the airport annual expense and revenue budget for the operation of the Ridgeland – Claude Dean Airport;
- (c) Recommend acquisition by grant, purchase, lease, condemnation or otherwise real property and rights-of-way for airport and aeronautical purposes;
- (d) Review and make recommendations on updates to the airport master plan and/or airport layout plan;
- (e) Recommend matters concerning planning and construction of new airport facilities;
- (f) Recommend plans for the maintenance and future uses of the airport;
- (g) Review with an opportunity to comment on amendments to the Airport Compatibility Overlay District (ACOD) and permit requests for matters within the ACOD;
- (h) Make recommendations on other policy and operational issues.

Sec. 2-212. - Composition

- (a) The Aeronautics Commission shall be composed of five (5) members appointed by the Jasper County Council. Each Council member shall nominate one (1) person to serve as a commission member to represent the County Council. In the event the nominated person is not appointed by the Council, the Council member shall be entitled to nominate additional persons for consideration.
- (b) The term of office for aeronautics commission members shall be two (2) years, and may serve for a total of _____ terms. All terms shall end on December 31. Members shall serve until their successors are appointed and qualified. New appointments and vacancies for an unexpired term must be filled in the same manner as the original appointment for that seat, with the Council member who

made the initial nomination for that membership seat entitled to nominate the replacement.

- (c) No member of the Aeronautics Commission shall hold an elected public office.
- (d) Members of the Aeronautics Commission shall meet the qualifications for appointments as set forth in Section 2-78 of the Code of Ordinances, may be removed by County Council for the reasons as set forth in such Section, and except as specifically provided for within this Division, are subject to the other provisions of Section 2-78.
- (e) The County Administrator, Ridgeland Town Administrator and the Airport Manager shall serve as a non-voting and ex-officio members of the Aeronautics Commission.

Sec. 20-113. - Training

Within three (3) months of the member's appointment and at such other times as may be required by county council, the member shall attend a training session provided by the county on the topics of meeting procedures, fiduciary duties, airport policy, aviation policy and other responsibilities and duties of a commission member.

Sec. 2-214. - Compensation

The members of the aeronautics commission shall not receive any compensation for their services. However, members shall be reimbursed or otherwise provided for when attending conferences, training, etc. as may be approved by the county administrator.

Sec. 2-215. - Meetings

- (a) The aeronautics commission shall meet quarterly, and at other times at the call of the commission chairman or by any two members upon actual notice to each member and posting and notice in accordance with the South Carolina Freedom of Information Act.
- (b) During the 1st meeting in January of each year, the membership shall elect from its membership a chairman, vice chairman and secretary. At that meeting, a schedule of regular quarterly meetings will be adopted, including the date for the 1st meeting in January of the following year. The names of the officers and a copy of the meeting schedule shall be forwarded to the clerk to council.
- (c) The commission shall adopt meeting procedures for the conduct of its meetings which meet the requirements of the South Carolina Freedom of Information Act.
- (d) A member of the commission who misses three (3) consecutive meetings of the commission during the calendar year shall be promptly reported to county council.
- (e) A majority of voting members must be present in person to constitute a quorum and vote on matters; participation and voting by video or telephone is allowed

provided such is in accordance with the South Carolina Freedom of Information Act and an in-person quorum is maintained.

- (f) Matters shall be determined by majority vote unless otherwise provided by law.
- (g) The meeting place shall be as provided for by the county administrator.

Sec. 2-116. - Records and Reports

- (a) The aeronautics commission shall maintain records of its meetings and shall forward copies of the minutes of each meeting to the county council within thirty (30) calendar days of each meeting. The minutes shall reflect the date of the meeting, the members present and the business considered and decided. The commission secretary shall prepare the minutes of each meeting and forward them to the office of the county Clerk to Council for distribution to county council.
- (b) The commission shall timely provide, in addition to the annual report required by Section 2-211 (a), such other reports as requested by county council concerning its activities.

Sec. 2-117. - Freedom of Information

The Jasper County Aeronautics Commission is a public body within the meaning of Section 30 – 4- 10, et seq., of the Code of Laws of South Carolina of 1976, as amended, also known as the Freedom of Information Act and, as such, is required to provide public notice of its meetings and agendas and to attempt to notify the press thereof as required by the Act.

Sec. 2-118. - Legal Counsel

In the event the aeronautics commission requires the advice of legal counsel, the commission shall first contact the county administrator to request the legal services of the county attorney. If for any reason, the county attorney is unable to advise or represent the commission, the county attorney shall so advise the commission, county administrator and county council. The county council, upon recommendation by the county administrator, may provide substitute counsel, if deemed necessary by county council.

Sec. 2- 119 through 2-400. Reserved.

Jasper County, South Carolina Code of Ordinances

Chapter 29 – Aviation

Article I. – In General

Sec. 29–1. - Ownership and Authority

- (a) Jasper County is the owner of the land structures, improvements and appurtenances of the Ridgeland Claude Dean Airport, and has the right to and does hereby regulate all commercial enterprises using the airport, whether such operations are aeronautical or non-aeronautical in nature. No commercial operation of any kind shall be conducted on the airport without specific approval, as delegated by Jasper County Council to the County Administrator.
- (b) Pursuant to South Carolina Acts and Joint Resolutions Act No. 12 (1949), The General Assembly of South Carolina created the Jasper County Aeronautics Commission (“County Aeronautics Commission”), which, among other things, provides that certain powers and authorities are granted to the Commission, and that these powers and authorities extended are cumulative and in addition to all powers and authorities said Commission may have by virtue of the provisions of any other Act, Statute or law.
- (c) Pursuant to Section 4-9-70 of the Code of Laws of South Carolina (1976 as amended), County Council has the appointive powers for all boards committees and commissions whose appointment is not provided for by general law or the Constitution; accordingly County Council has provided for appointments to the Jasper County Aeronautics Commission in Chapter 2, Article IV, Division 7 (being Sections 2-210 et seq. of the codified Jasper County Code of Ordinances), as well as certain other matters related to the Jasper County Aeronautics Commission.
- (d) Jasper County has delegated certain powers regarding operation and other matters of the Jasper County Claude Dean Airport to the County Aeronautics Commission or the County Administrator, as set forth hereinafter and other Sections of the Code of Ordinances, including Chapter 29 of the Jasper County Code of Ordinances.

Sec. 29–2. - Applicability

- (a) All ordinances of the county shall be and are hereby made applicable to Ridgeland – Claude Dean Airport and shall be enforceable as if the airport were situated entirely within the unincorporated limits of Jasper County, South Carolina pursuant to the authority of South Carolina Code of Laws 55-9-30, *Establishment of Airports*.
- (b) All law enforcement powers of the sheriff’s department to enforce the laws of Jasper County, the State of South Carolina and the United States of America are hereby confirmed to apply to airport facilities, pursuant to the authority of South Carolina Code of Laws 55 – 9 – 360, *Administration and Enforcement of Airport Regulations*.
- (c) This chapter shall apply to all prospective and current users and tenants of the Ridgeland – Claude Dean Airport and all improvements thereon.

Sec. 29–3. – Statement of Policy

- (a) Jasper County and the County Aeronautics Commission shall provide at the Ridgeland – Claude Dean Airport a fair and reasonable opportunity, without unlawful discrimination, to applicants to qualify or otherwise compete, for available airport facilities and the furnish selected aeronautical activities subject to the minimum standards established by the county. The county has the right to revise ordinances and resolutions, from time to time, relating to:
 - (1) The Jasper County Aeronautics Commission
 - (2) Rules & Regulations
 - (3) Minimum Standards for Aeronautical Services
 - (4) Minimum Standards for Aircraft Hangar Construction
 - (5) Airport Compatibility Overlay District
- (b) These standards, among other things, set forth the minimum requirements to be met by individuals, groups, or organizations seeking to use or conduct aeronautical activities at the airport.
- (c) The county's objectives in adopting these standards are to protect the level and quality of aeronautical activities offered to the public, and to encourage the development of quality aeronautical services and facilities at the airport. All operators, being defined as any person, firm, partnership, corporation, association or group providing any one or a combination of aeronautical services to or for aviation users at the Airport, are encouraged to exceed the minimums.
- (d) Prior to starting any operation(s), a potential operator must enter into a written contract with the county. The contract will cite the terms and

conditions under which the aeronautical activities will be conducted on

the airport, including, but not limited to, the term of the agreement, the fees and charges, and the rights and obligations of the respective parties.

(e) The granting of such right or privilege, however shall not be construed to extend to any operator or prospective operator any exclusive or continuing right of use of the premises or facilities of the airport, other than those premises leased exclusively to the operator, for the term of the lease, and then only to the extent in the written lease.

(f) Lease terms shall not exceed fifty (50) years. However, the standard term shall be twenty (20) years plus possible option(s) totaling ten (10) years. Improvements, structures or facilities built, to be built, constructed, or placed upon the airport shall revert to the county upon termination of the lease or contract with the county.

Sec. 29-4. – Finances

(a) County Council may appropriate to the airport such sums of money deemed necessary for acquiring, establishing, developing, operating, maintaining and controlling the airport.

(b) Airport fees shall be set forth in the fee schedule adopted by County Council Resolution from time to time.

(c) The County Administrator shall set the airport fuel and consumable prices, after consultation with the airport manager.

(d) All revenues derived from the airport must be obligated to expenses incurred at or on behalf of the airport.

Sec. 29-5. - Waivers

(a) The county may waive all or any portion of these standards for the benefit of governmental agencies performing public services for:

1. The general public in time of emergency
2. Emergency medical or rescue services to the public
3. Fire prevention or firefighting operations

(b) Waivers by the County may be made by Resolution, or by the exercise of authority delegated to the County Administrator by County Council.

Sec. 29-6 through 29-15. Reserved.

Article II. – Jasper County Aeronautics Commission

Sec. 29-16. Authority.

- (a) In accordance with state law and as provided in Section 29-1 above, the Jasper County Aeronautics Commission has been created and empowered in regards to the operation, maintenance and control of the Ridgeland Claude Dean Airport. Provisions regarding such are found in Chapter 2, Article IV, Division 7 of the Code of Ordinances.
- (b) Pursuant to the powers and authorities provided to Jasper County, and as owner of the Ridgeland Claude Dean Airport, Jasper County hereby adopts the following Articles regarding Rules and Regulations, Minimum Standards for Aeronautical Services, and Minimum Standards for Hangar Construction. Provisions regarding the Airport Compatibility Overlay District have previously been adopted and are set forth in Section 8.3 of Appendix A of the Jasper County Code of Ordinances.

Sec. 29-17 through 29-20. Reserved.

Article III. – Rules & Regulations

Section 29-21.

- (a) County Council hereby adopts by reference *Rules & Regulations*, May 7, 2019 edition.
- (b) A copy of such *Rules & Regulations*, May 7, 2019 edition shall be maintained in the office of the county Clerk to Council and in the office of the airport manager.
- (c) County Council may amend the *Rules & Regulations* by resolution adopted by County Council from time to time.

Sec. 29-22 through 29-25. Reserved.

Article IV. – Minimum Standards for Aeronautical Services

Section 26.

- (a) County Council hereby adopts by reference *Minimum Standards for Aeronautical Services*, May 8, 2019 edition.
- (b) A copy of such *Minimum Standards for Aeronautical Services*, May 8, 2019 edition shall be maintained in the office of the county Clerk to Council and in the office of the airport manager
- (c) County Council may amend the *Minimum Standards for Aeronautical Services*, by resolution adopted by County Council from time to time.

Sec. 29-27 through 29-30. Reserved.

Article V. – Minimum Standards for Aircraft Hangar Construction

Section 29-31.

- (a) County Council hereby adopts by reference *Minimum Standards for Aircraft Hangar Construction*, May 10, 2019 edition.
- (b) A copy of such *Minimum Standards for Aircraft Hangar Construction*, May 10, 2019 edition shall be maintained in the office of the county Clerk to Council and in the office of the airport manager.
- (c) County Council may amend the *Minimum Standards for Aircraft Hangar Construction* by resolution adopted by County Council from time to time.

Sec. 29-32 through 29-35. Reserved.

Article VI. – Airport Compatibility Overlay District

Section 29-36.

- (a) County Council has previously adopted maps, terms and conditions for the Airport Compatibility Overlay District by Ordinance dated April 7, 2014, codified at Section 8.3 of Appendix A of the County Code of Ordinances.
- (b) The provisions of the Airport Compatibility Overlay District standards may be amended from time to time by ordinance adopted by County Council pursuant to provisions of the South Carolina Local Government Comprehensive Planning Enabling Act of 1994, as amended.

Sec. 29-37 through 29-100. Reserved.

RULES & REGULATIONS

RIDGELAND – CLAUDE DEAN AIRPORT

May 7, 2019

Ridgeland, South Carolina



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PREAMBLE

THE COUNTY COUNCIL OF JASPER COUNTY, SOUTH CAROLINA

BEING THE OWNER, and in a position of responsibility for the administration of the Ridgeland – Claude Dean Airport,

Therefore, it is desirable and necessary to promulgate uniform Rules and Regulations pertaining to the use of Ridgeland – Claude Dean Airport,

Pursuant to Title 49 United States Code, Public Law 97 – 248, Airport and Airway Improvement Act of 1982; as amended and pursuant to the authority vested in the County of Jasper by the South Carolina Code of Laws, Title 55, Aeronautics, as amended,

Therefore, Jasper County South Carolina has the authority to adopt rules and regulations for the management, regulation, operation and use of said airport property.

Copies of such Rules and Regulations shall be made available to all parties, to whom these Rules and Regulations apply, including fixed base operations, aeronautical service providers, hangar owners, tenants and users. Copies will also be available online and at the office of the Airport Manager and at the office of the County Administrator.

CHAPTER I

GENERAL

SECTION 1.1 DEFINITIONS

The following definitions shall apply to these Rules & Regulations:

Aerobatic Flight — intentional maneuver involving an abrupt change in an aircraft's attitude, an abnormal attitude or abnormal acceleration not necessary for normal flight.
Reference: 14 CFR 91.303 Aerobatic Flight

Aeronautical Activity – any activity that involves, makes possible, or is required for the operation of aircraft or that contributes to or is required for the safety of such operations. Activities within this definition, commonly conducted on airports, include, but are not limited to, the following:

General and corporate aviation; Air

taxi and charter operations;

Scheduled and non-scheduled air carrier operations;

Pilot training;

Aircraft rental and sightseeing;

Aerial photography;

Crop dusting;

Aerial advertising and surveying;

Aircraft sales and service;

Aircraft storage;

Sale of aviation petroleum products;

Repair and maintenance of aircraft;

Sale of aircraft parts;

Parachute or ultralight activities;

and any other activities that, because of their direct relationship to the operation of aircraft, can appropriately be regarded as aeronautical activities. Activities such as model aircraft and model rocket operations, are not aeronautical activities.

Aeronautical Service — any service which involves, makes possible or is required for the operation of aircraft, or which contributes to or is required for the safety of aircraft operations commonly conducted on the airport.

Aeronautics Commission — the advisory body empowered to recommend policy to the Jasper County Council.

Aircraft – a device that is used or intended to be used for flight in the air; as defined by Code of Federal Regulations (14 CFR 1.1).

Air Operations Area, (AOA) – that portion of the Airport designated for use by aircraft and includes all runways, taxiways, taxi lanes, ramps and aprons. (Airside)

Airport – includes all buildings, facilities, property, including easements and rights of way belonging to the Ridgeland – Claude Dean Airport and also including areas not used for aeronautical purposes.

Airport Manager – the person appointed by Jasper County to have immediate supervision of the Airport under the authority and direction of said Jasper County.

Aviation Related Repair Services – actual physical work performed on an aircraft, aircraft engine or component or avionics system.

Aviation Related Repair Services (PRIVATE) – work performed by an individual or company on a single aircraft; or for a single owner of multiple aircraft in any given calendar year. Construction or restoration of an aircraft by an approved club or individual is considered to be private aviation work. Flight instruction, FAA certified examinations, and inspection of aviation related work performed by others is considered private aviation related services.

Aviation Related Repair Services (PUBLIC) – work performed on more than one aircraft or for more than one aircraft owner in any given calendar year. Public aviation work includes any aviation work offered from a public office or building open to the public located on the airport property.

Business - a commercial or industrial enterprise that is located physically on the airport property, for the purpose of providing services to the public.

Business Flight Department – an enterprise on airport property providing in-house aeronautical services and facilities not for public use.

Commercial Operating Agreement – a written agreement with the Airport to conduct an aeronautical activity or service or a business enterprise, as defined herein, on the airport.

Emergency Vehicle – a law enforcement or fire vehicle, ambulance, or any vehicle conveying an authorized airport official or employee in response to an emergency call.

FAA – the Federal Aviation Administration.

Fixed Base Operator (FBO) – any person authorized by Jasper County Government to offer aeronautical services; as defined in the Minimum Standards For Airport Aeronautical Services, at the Airport as a tenant, sub-tenant, or by permit.

Lease – the right to conduct commercial, aeronautical or agricultural activities on the Airport as defined within the parameters of the established Minimum Standards.

Lessee/Tenant – a person who leases or rents something from someone. A lessee of land is a tenant, meaning a person who holds land or a building by rent or lease.

Minimum Standards – the standards that are adopted by Jasper County Council, as amended from time to time, the minimum requirements to be met by a tenant, sub-tenant or proposed tenant as a condition for the right to provide aeronautical services to the public and non-public at the airport.

Model Aircraft – an un-manned aircraft that is capable of sustaining flight in the atmosphere, flown within visual sight of the person operating the aircraft and flown for hobby or recreation purposes; as defined in the Code of Federal Regulations *14 CFR 1.1 Definitions & Abbreviations*.

Model Rocket – means an amateur rocket; as defined and regulated in Code of Federal Regulations *14 CFR 101 Subpart C Amateur Rockets*.

Operator – any person, firm, partnership, corporation, association or group providing any one or a combination of aeronautical services to or for aviation users at the Airport.

Owner – the Jasper County Council, may, at its discretion, delegate operation, certain review and/or approval authority, as outlined in these Rules & Regulations.

Person – any individual, firm, partnership, corporation, company, association or any other legal entity, and includes any director, trustee, receiver, agent or similar representative.

Pilot – any person who is physical responsible for the control of an aircraft.

Pilot in Command – person who has final authority and responsibility for the operation and safety of the flight, has been designated as pilot in command before or during the flight and holds the appropriate category, class and type rating; if appropriate, for the conduct of the flight; as defined by the Code of Federal Regulations *14 CFR 1.1 Definitions & Abbreviations*.

Self – Fueling – the fueling or servicing of an aircraft (i.e. changing the oil, washing) by the owner of the aircraft with his or her own employees and using his or her own equipment. Self-fueling and other self-services cannot be contracted out to another party. Self-fueling implies using fuel obtained by the aircraft owner from the source of his/her preference.

In addition to self-fueling, other self-service activities that can be performed by the aircraft owner with his or her own employees include activities such as maintaining, repairing, cleaning, and otherwise providing service to an aircraft, provided the service is performed by the aircraft owner under Title 14 Code of Federal Regulations Part 43. *Reference: FAA Airport Compliance Manual - Order 5190.6B Appendix C, Appendix 1(o)*

Self – Service - using a self-service fuel pump made available by the Airport, an FBO or an aeronautical service provider. *Reference: FAA Airport Compliance Manual - Order 5190.6B Appendix C, Appendix 1(o)*

Shall – means mandatory.

Sponsor – the owner of the airport; meaning Jasper County Council.

Taxiways – those defined paved paths so designated by Airport Management connected to a runway and thereby serving all aircraft based on or using the Airport and essential to the use and operation of the airport.

Joint Private Taxi Lane – those uncontrolled movement areas serving hangars and connecting to a public taxiway, and thereby are not entirely essential to the use and operation of the Airport.

Private Taxi Lane – those uncontrolled movement areas serving only one hangar and connecting to a joint private taxi lane, or to a public taxiway and thereby not essential to the use and operation of the airport.

Ultralight Vehicle - refers to ultralights meeting the applicability for operations under Part 103. For the purposes of this Minimum Standard, an ultralight vehicle is a vehicle that:

- a) Is used or intended to be used for manned operation in the air by a single occupant;
- b) Is used or intended to be used for recreation or sport purposes only;
- c) Does not have any U.S. or foreign airworthiness certificate; and
- d) If unpowered, weighs less than 155 pounds; or
- e) If powered:
 - Weighs less than 254 pounds empty weight, excluding floats and safety devices which are intended for deployment in a potentially catastrophic situation;
 - Has a fuel capacity not exceeding 5 U.S. gallons;
 - Is not capable of more than 55 knots calibrated airspeed at full power in level flight; and
 - Has a power-off stall speed which does not exceed 24 knots calibrated airspeed.

Such ultralight vehicles also include motorgliders, powered parachutes, paramotors, paragliders, etc.

Unmanned Aircraft Systems (UAS) – commonly known as “Drones” defined and operated under Code of Federal Regulations *14 CFR Part 101 or 14 CFR Part 107*.

Vehicle – all motorized and non-motorized conveyances; except aircraft.

SECTION 1.2 ABBREVIATIONS

Code of Federal Regulations	CFR
Federal Aviation Administration	FAA
Fixed Base Operator	FBO
Notice to Airman	NOTAM
National Fire Protection Act	NFPA

SECTION 1.3 JURISDICTION

These Rules & Regulations shall apply to all users and tenants of Ridgeland – Claude Dean Airport and all improvements thereon. Any entry upon or use of the Airport or any part thereof whether with expressed permission or without is conditioned upon compliance with these Rules and Regulations; entry upon the Airport by any person shall be deemed to constitute an agreement by such person to comply with said Rules & Regulations as well as any applicable rules and regulations of the Federal Aviation Administration, the South Carolina Aeronautics Commission and Jasper County South Carolina.

SECTION 1.4 VIOLATIONS

Violations of Airport Rules & Regulations shall be resolved or adjudicated by the appropriate authorities.

Any violation of the Rules & Regulations that result in a misdemeanor or felony charge shall be a jurisdictional matter for law enforcement.

SECTION 1.5 VIOLATIONS NOT INVOLVING LAW ENFORCEMENT

- A. When a violation of these Rules & Regulations may cause revocation of an Operating Agreement, a permit and/or privileges exercised by a person on the Airport, such person shall receive written notification from the Airport Manager of such alleged violations giving the time and place and such other details as shall adequately apprise such person of the alleged violation and the proposed action by the Aeronautics Commission and/or Airport Manager.
- B. A copy of this notification shall be sent to the Chairman and the Secretary of the Aeronautics Commission.

- C. In the event the person receiving such notification desires to contest the alleged violation, or the proposed action, they shall submit a written appeal within ten (10) calendar days of receipt, or constructive delivery, of such notification to the Airport Manager, the Chairman, and the Secretary of the Aeronautics Commission. A hearing on the alleged violation will be allowed to address and hold a discussion with the Aeronautics Commission for a reasonable amount of time.
- D. The Aeronautics Commission shall furnish a written determination to the alleged violator within thirty (30) calendar days after the hearing and such determination shall be final. Any determination of the Aeronautics Commission adverse to the violator requesting the hearing shall be subject to appeal in accordance with applicable laws of the State of South Carolina.

SECTION 1.6 ACCIDENT/INCIDENT REPORTS

Any person involved in a reportable incident or accident, as defined in Federal Aviation Regulations *49 CFR 830 NTSB*, shall report such incident or accident within the appropriate timelines as stipulated in the appropriate regulations and shall also report any incident or accident to the Airport Manager.

To encourage the filing of accurate and timely reports, in the interest of public safety and for the benefit of aviation, no accident report, or any part of an accident report will be released to any person unless required by law. The Airport Manager may make accident reports available to appropriate federal, state or local government agencies if so requested in writing or as otherwise required by law.

CHAPTER II

PUBLIC, LESSEE AND TENANT USAGE

SECTION 2.1 DISORDERLY CONDUCT

No person shall be in a grossly intoxicated condition or otherwise conduct himself in a disorderly or boisterous manner, or use obscene or profane language, without just cause or excuse, discharge any gun, pistol or other firearm. A person violating the provisions of this section, upon conviction shall be guilty of a misdemeanor.

Reference: South Carolina Code of Laws 16 - 17 - 530, Offenses Against Public Policy

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

SECTION 2.2 TRESPASSING, PARKING, DRIVING OR DRAG RACING

It shall be unlawful, without proper authority, for any person to trespass, park, drive or drag race upon airport property.

A person violating the provisions of this section, upon, conviction shall be fined or imprisoned in accordance with State statute.

Reference: South Carolina Code of Laws 55 - 13 - 40, Protection of Airports and Airport Property.

SECTION 2.3 WEAPONS & EXPLOSIVES

No person except peace officers or members of the armed forces of the United States on official duty shall carry explosive material onto the Airport.

Sporting rifles, shotguns and pistols may be brought onto the Airport for trans-shipment and when carried in a locked compartment of a vehicle or aircraft.

Concealed weapons shall not be allowed in the airport terminal building except when carried by peace officers and members of the armed forces of the United States on official duty.

Reference: South Carolina Code of Laws 16-23-420 Possession of Firearms on school property; concealed weapons.

South Carolina Code of Laws 23-31-220 Right to Allow or permit concealed weapons upon premises; signs.

South Carolina Code of Laws 23-31-235 Signs Required.

SECTION 2.4 UNLAWFUL ENTRY OF AIRCRAFT; DAMAGING OR REMOVING EQUIPMENT

No person shall enter an aircraft or damage or remove from it any equipment or other property attached to it, affixed to or otherwise on or in an aircraft without the permission of the owner or a person authorized by the owner to grant such permission. The provisions of this section do not apply to any airport personnel or other persons while acting in an official capacity except when such capacity is used to accomplish an unlawful purpose.

A person violating the provisions of this section is guilty of a misdemeanor and, upon conviction, shall be fined or imprisoned according to State statute.

Reference: South Carolina Code of Laws 55 - 1 - 40, Unlawful Entry of Aircraft; Damaging or Removing of Equipment

SECTION 2.5 UNLAWFUL REMOVAL OR DAMAGING AIRPORT FACILITY OR EQUIPMENT

No person shall remove or damage an airport facility or equipment with malicious intent. A person violating the provisions of this section is guilty of a felony and, upon conviction, shall be fined and/or imprisoned according to State statute.

This section shall not apply to damage that is neither malicious nor intentional to crushable materials, collapsible structures, or aircraft arresting systems that are designed to deform when used.

Reference: South Carolina Code of Laws 55 - 1 - 30, Unlawful Removal or Damaging Airport Facility or Equipment

SECTION 2.6 ANIMALS

Animals will not be permitted in any building or other areas of the Airport; with the exception of leader dogs, service dogs, animals properly confined, or on a leash.

SECTION 2.7 RESTRICTED AREAS

No unauthorized person shall enter a restricted area, as designated by the Airport Manager. Restricted areas will be appropriately marked as such.

SECTION 2.8 SMOKING

Smoking is discouraged on the airport and is specifically forbidden within 50 feet aircraft, in the terminal, within hangars, on ramps, aprons, the fuel service area, or in any building, room or airport space where smoking is specifically prohibited.

SECTION 2.9

WASTE COLLECTION & DISPOSAL

Trash collection areas shall be designated by the Airport Manager. Individual hangar trash receptacles may be used and disposed of in the airfield containers. Hazardous materials (HAZMAT), oil, and other fluid waste common to aircraft operation and maintenance activities must be disposed of in accordance with appropriate, local, State and Federal regulations.

No fuels, oils, dopes, paints, solvents or acids shall be disposed of by dumping onto ramps/aprons into ditches, drains, catch basins or elsewhere on the Airport.

SECTION 2.10

AIRPORT HANGAR USE

The primary purpose of an airport hangar is aircraft storage. If a hangar is serving its primary purpose, the storage of aircraft, then storage of non- aeronautical items in the hangar does not violate the airport sponsor's federal obligations. This Section applies regardless of whether the hangar occupant leases the hangar from the airport sponsor or developer, or the hangar occupant constructed the hangar at the occupant's own expense while holding a ground lease from the Sponsor.

This Section applies to all aircraft storage areas or facilities on a federally- obligated airport unless designated for non-aeronautical use on an approved Airport Layout Plan or otherwise approved for non-aviation use by the FAA.

Permitted uses in airport hangars include:

- A. Storing active aircraft;
- B. Sheltering aircraft for maintenance, repair or refurbishment, but not indefinitely storing non-operational aircraft;
- C. Constructing amateur-built or kit-built aircraft provided that activities are conducted safely;
- D. Airport management, leasing a vacant hangar construction for amateur- built or kit-built aircraft shall incorporate progress benchmarks in the lease to ensure the construction proceeds to completion in a reasonable time.
- E. Storing aircraft handling equipment, e.g. tow bar, glider tow equipment, workbenches, and tools and materials used to service, maintain, repair or outfit aircraft; items related to ancillary or incidental uses that do not affect the hangar's primary use;
- F. Storing materials related to an aeronautical activity, e.g. balloon and skydiving equipment, office equipment, teaching tools and materials relating to ancillary or incidental uses that do not affect the hangar's primary use;
- G. Storing non-aeronautical items that do not interfere with the primary aeronautical purpose of the hangar, e.g. televisions and furniture; or
- H. Parking a vehicle at the hangar while the aircraft usually stored in that hangar is flying, subject to local airport rules and regulations.

Uses not permitted in airport hangars include:

- A. Use as a residence; with a limited exception for sponsors providing an on-airport residence for a full-time airport manager or watchman. (The FAA differentiates between a typical pilot resting facility or aircrew quarters for use overnight and/or resting periods for aircrew and not as a permanent or even temporary residence.)
- B. Operation of a non-aeronautical business, e.g. limo service, car and motorcycle storage, storage of inventory, and non-aeronautical business office;
- C. Activities that impede the movement of the aircraft in and out of the hangar or other aeronautical contents of the hangar;
- D. Storage of household items that could be stored in commercial storage facilities;
- E. Long-term storage of derelict aircraft and parts;
- F. Storage of items or activities prohibited by local or state law;
- G. Storage of fuel and other dangerous and Hazmat materials; or
- H. Storage of inventory or equipment supporting a municipal agency function unrelated to the aeronautical use.

Reference: 14 CFR Chapter 1 Policy on the Non-Aeronautical Use of Airport Hangars

SECTION 2.11 FLUID SPILLS

Airport users and tenants shall be responsible for cleaning up small spills of oil, fuel, grease and other similar materials common to aircraft operation and maintenance. The Airport Manager or Fire Department shall be notified immediately of any spill that otherwise raises an unacceptable risk for fire and/or explosion.

SECTION 2.12 PROPERTY MAINTENANCE

All lessees and tenants shall be required to maintain property in a satisfactory condition of repair, cleanliness and good maintenance as defined in the lease agreements.

SECTION 2.13 FIRE EQUIPMENT

All lessees and tenants shall maintain adequate and readily accessible fire extinguishers as required by applicable statutes, ordinances and building codes. All airport property shall remain free from fire hazards as may be determined by the proper authorities.

SECTION 2.14 BUILDING ALTERATIONS

No lessee or tenant shall install any type of direct line including telephone, audio-visual cable, audio-visual satellite or radio communications equipment without prior written permission of the Airport Manager; air/ground radios are exempted for lessee-owned buildings.

No lessee or tenant shall effect structural changes or exterior additions to any lessee-owned building without prior written permission of the Airport Manager and submittal of such proposed changes to the Building Official for plan approval. No lessee or tenant of a building owned by the Airport shall effect decorative changes of any type without prior written permission of the Airport Manager.

SECTION 2.15 DAMAGES

Lessees, tenants or users of the Airport shall be fully responsible for all damage or injury to any real or personal property of the airport.

SECTION 2.16 AIRPORT SECURITY

Lessees, tenants and users of the Airport shall adhere to all security requirements, including those of the Jasper County Council, State of South Carolina and the Federal Aviation Administration. Lessees and tenants shall be responsible for the immediate closure, after use, of any gate access. In the event of a security breach, one of the following entities shall be contacted depending on the urgency and severity of the matter: E911 dispatch center or the Airport Manager.

SECTION 2.17 SIGNS

No signs or advertising matter shall be painted, posted or displayed upon any building or airport property without prior written permission and authorization from the Aeronautics Commission; plus a sign permit from the proper authority. All signs must be maintained in good condition. If a property is sold or transferred all new signage must receive approval and a sign permit from the property authorities.

SECTION 2.18 AVIATION REPAIR SERVICES

- A. Registration: All individuals and companies performing private aeronautical services should register with the Airport Manager as soon as practicable.
- B. Operating Agreement: No person shall provide any aviation services or commercial services to the public on the Airport without a valid Operating Agreement or permit; and any required lease from Jasper County authorizing such activity on the Airport (see definitions for determination of “public vs. “private” services).
- C. Aircraft Owner Responsibility: It shall be the responsibility of the aircraft owner to advise the person or business performing private work on their aircraft to properly register with the Airport Manager as soon as practicable.

SECTION 2.19

AIR SHOWS AND AERIAL DEMONSTRATIONS

Affected parties shall be responsible for obtaining necessary waivers from the FAA for such activities and notify Airport Management in writing, so that proper NOTAMS may be issued.

See Appendix - B Special Events

SECTION 2.20

STORAGE

No storage of any kind will be allowed outside of tenant hangars or privately owned hangars except currently licensed vehicles that are properly parked; as approved by the Airport Manager.

CHAPTER III AIRFIELD
OPERATIONS

SECTION 3.1 AIRCRAFT REGISTRATION & INSURANCE

All persons proposing to lease space for aircraft storage, parking or tie-down shall furnish a list of said aircraft, identified by tail number and the ownership thereof along with a copy of the aircraft liability insurance naming Jasper County as an Additional Insured to the Airport Manager's office and shall report any changes within five (5) business days.

SECTION 3.2 CLOSING THE AIRFIELD

If the Airport Manager determines that the conditions of the airport or any part of the Airport to be unsafe for landing or takeoff, the Airport Manager will initiate a NOTAM closing all or part of the airport. The NOTAM shall be initiated or cancelled through the FAA NOTAM system.

SECTION 3.3 ABANDONED, DAMAGED OR DISABLED AIRCRAFT

- A. If any aircraft is wrecked or damaged to the extent that it cannot be moved under its own power, the pilot shall immediately notify the Airport Manager. Subject to legitimate investigation and inspection requirements, the owner or pilot, or the owner's agent, shall cause the aircraft to be removed from the airport within sixty (60) calendar days. If the owner of the damaged or disabled aircraft fails to remove a damaged or disabled aircraft, it shall be removed by the Airport Manager, stored or disposed of at the sole expense of the aircraft owner.
- B. If any owner or pilot of an abandoned aircraft refuses to move the aircraft or parts as directed by the Airport Manager, the aircraft or parts may be removed by the Airport Manager at the owner's expense, and without liability for damage which may result in the course of or after such removal and disposal.

SECTION 3.4 ENGINE START & RUN-UP

- A. Aircraft run-up or other engine test operations shall be performed on taxiway run-up areas or as designated by the Airport Manager.
- B. No person shall start or run any engine of an aircraft unless a qualified person is in the aircraft attending the engine controls.
- C. Under no circumstances shall the engine of an aircraft be started or run with any portion of the aircraft inside a hangar, nor shall the aircraft be taxied into or out of a hangar.

SECTION 3.5

HAND PROPPING ENGINES

Hand propping should only be attempted when two properly trained people, both familiar and experienced with the airplane and hand propping techniques are available to perform the procedure. The first person is responsible for directing the procedure including pulling the propeller blades through. The second person must be seated in the airplane to ensure that the brakes are set, and controls are properly exercised, and to follow direction of the person pulling the propeller.

Reference: Airplane Flying Handbook (FAA-H-8033 - 3B)

SECTION 3.6

AIRCRAFT PARKING

- A. Aircraft owners or operator must make suitable arrangements with the Airport Manager's office, or its appointed designee for payment of current parking or tie-down charges in effect.
- B. No aircraft shall be parked except in designated areas (tie-downs) and as otherwise prescribed by the Airport Manager.
- C. The airport shall not be responsible for any damage to, or theft from, any aircraft parked, tied down or otherwise stored at the Airport.
- D. Disabled aircraft or out-of-annual aircraft, tied down on the airport shall be placed back into service within sixty (60) calendar days. If such aircraft has not be put back into airworthy condition within the aforementioned time frame; it shall be removed from the airport by the aircraft owner or removed by the Airport Manager; at the owner's expense.
- E. No aircraft shall be repaired except in designated areas and as otherwise prescribed by the Airport Manager.
- F. Emergency repairs of a disabled aircraft may be made sufficient to move the disable aircraft to a repair facility.

SECTION 3.7

OWNER - PERFORMED MAINTENANCE

Nothing contained herein shall prevent any person operating aircraft on the airport from performing any services on his own aircraft with his own employees (including but not limited to maintenance, repair and fueling) that he may desire to perform subject to these Rules & Regulations. For the purpose of these Rules & Regulations, an employee is an individual on the normal payroll of the employer (aircraft owner) hired to perform a specific function for that employer. Any aircraft owner utilizing an employee to perform aircraft maintenance shall, at the request of the Airport Manager, provide the Airport Manager with evidence of employment in a form acceptable to the Airport Manager.

Nothing contained herein shall prevent the owner of an aircraft from performing Preventive Maintenance on his/her own aircraft; as permitted under Code of Federal Regulations (*14 CFR 43 - Appendix A, Preventive Maintenance*).

SECTION 3.8

AIR FREIGHT OPERATIONS

All commercial air freight loading and unloading shall be accomplished in the area on the general terminal ramp as designated by the Airport Manager. The Airport Manager must approve any exceptions in advance and in writing.

CHAPTER IV
FLAMMABLE LIQUIDS, FUELING

SECTION 4.1 FUELING OPERATIONS

- A. During the fueling or defueling of any aircraft:
- 1) No person shall smoke within fifty (50) feet of such aircraft.
 - 2) No person shall operate any radio transmitter or receiver, cellphone or switch electrical appliances on or off in such aircraft (single point fueling excepted).
 - 3) No person shall use any material equipment, which is likely to cause a spark or ignition.
 - 4) Adequate fire extinguishers shall be within ready reach of all persons engaged in the fueling/defueling process.
 - 5) No engine of any aircraft shall be started, kept running, or be warmed by applications of exterior heat.
 - 6) No passengers shall be on board such aircraft unless a passenger loading ramp is in place at the cabin door of the aircraft, the aircraft door is open, and a cabin attendant is present or near the cabin door.
 - 7) Care shall be exercised to prevent overflow of fuel. Any volatile liquid spilled during transfer shall be removed immediately. No engine of any aircraft shall be started when there is volatile liquid on the ground under such aircraft. Airport Management shall be notified immediately of any fuel spillage and shall be responsible for inspection of proper cleanup by the parties responsible for such spillage.
- B. No aircraft shall be fueled or defueled when any portion of the aircraft is in a hangar or enclosed space.
- C. All FBOs and tenants authorized by the Jasper County Council to provide aircraft fuel to the public or fuel their own aircraft, will do so in compliance with *NFPA 407, Standards for Aircraft Fuel Servicing*.

SECTION 4.2 AIRCRAFT OWNER SELF – FUELING

Prior to Self-Fueling any aircraft, the aircraft owner or operator shall obtain from the Airport Manager an Annual Non-commercial Self-Fueling Permit or Non-commercial Business Self-Fueling Permit. The aircraft owner or operator shall strictly adhere to the self-fueling permit limitations contained in the permit.

CHAPTER V

AIRPORT LANDING RESTRICTIONS

SECTION 5.1 MAXIMUM LANDING WEIGHT

Except in a declared emergency no airship, dirigible, hot air balloon, unpowered aircraft, ultralight vehicle or powered aircraft may land at the Airport with a total gross weight exceeding:

Runway 18 – 36 = 30,000 lbs. Single wheel landing gear

Runway 18 – 36 = 45,000 lbs. Dual wheel landing gear

CHAPTER VI

FLYING CLUBS

All flying or aeronautical activity clubs desiring to base their aircraft and/or operate on the Airport shall comply with all applicable FAA regulations and the provisions of these Rules & Regulations.

Reference: FAA Airport Compliance Manual Order 5190.6B, Section 10.6

SECTION 6.1 FLYING CLUB REQUIREMENTS

- A. The club shall be a non-profit entity organized for the express purpose of providing its members/owners with aircraft to be used for their personal use and enjoyment. The ownership of the aircraft shall be vested in the name of the flying club or owned in equal shares by all of its *bona fide* owners. The property rights of the members of the flying club shall be equal and any part of the net earnings of the club is to be distributed in equal shares to all members.
- B. The club shall not derive greater revenue from the use of its aircraft than the amount necessary for the operations, maintenance and replacement or upgrade of its aircraft.
- C. Flying club aircraft shall not be used by members for rental, or by anyone for charter or lease. For the purposes of this document the term "aircraft" shall include gliders.
- D. The flying or aeronautical activity club, with its initial application, shall furnish the Aeronautical Commission a copy of its charter and bylaws, articles of association, Internal Revenue Service (IRS) determination, partnership agreement or other documentation supporting its existence; a roster or list of members, including names of officers and directors, to be revised on a semi-annual basis, a statement of the number and type of aircraft; evidence that the aircraft are properly certificated; evidence that ownership is vested in the club; and a list of the operating rules of the club.

CHAPTER VII

VEHICLES

SECTION 7.1 OPERATION

- A. No person shall operate a vehicle in a reckless or negligent manner, or in excess of posted or designated speed limits, other than emergency vehicles.
- B. No person shall operate a vehicle of any kind on the runway or taxiway unless authorized to do so by the Airport Manager. The authorized vehicle shall be equipped with a two-way radio and be in continuous communication with the Airport Common Traffic Advisory Frequency (CTAF). If the authorized vehicle is not equipped with a two-way radio, the vehicle operator shall notify the Airport Manager prior to entrance onto the taxiway and or runway and upon exit from the taxiway or runway; except.
- C. Such authorization shall not be required of support and crash, fire, rescue equipment while attending an accident.
- D. Operational, agricultural, and maintenance equipment not engaged in working on taxiways or runways shall keep the Airport Manager advised of the general area in which they are working and will advise the Airport Manager upon entering and exiting such general areas.
- E. Operators of motor vehicles on the ramp/apron shall be vigilant of aircraft and pedestrians at all times; giving way to all aircraft movements in close proximity.
- F. All authorized vehicles operating on the airport between the hours of sunset and sunrise shall have fully operating headlights and taillights.
- G. During times of emergency due to aircraft accidents, other mishaps, or natural disasters, no private vehicles, other than those operated by emergency personnel, unless specifically authorized by the Airport Manager, shall be allowed in the Air Operations Area (AOA). The Airport Manager shall determine when normal operations may resume.
- H. No person shall operate a motor vehicle in the Airport Operations Area (AOA) unless that person has, in their possession, a valid motor vehicle operator's license.

SECTION 7.2

PARKING

- A. No person shall park a motor vehicle so as to obstruct or interfere with vehicular or aircraft traffic or park in aircraft parking areas.
- B. All employees or firms and permit holders engaged in business at the Airport shall park in areas designated for employee parking and at no other.
- C. No person shall park any recreational motor vehicle (RV) on the Airport except in the Airport Terminal Parking lot or as may be temporarily authorized by the Airport Manager.
- D. No person shall park any boat and/or trailer on the Airport; unless such boat and/or trailer shall be operated by law enforcement or other first responder. Law enforcement or other first responder shall provide notice to the Airport Manager and shall park such boat and/or trailer in the area designated by the Airport Manager.
- E. The Airport Manager shall have the authority to cause to be towed or otherwise moved, at the operator's expense and without liability for damage that may result in the course of such towing, any motor vehicle parked in violation of posted parking signs, or in a manner that blocks the ingress or egress from gates, driveways, taxi lanes, etc.

SECTION 7.3

ABANDONED, DAMAGED OR DISABLED

No person shall abandon any motor vehicle on the Airport.

The Airport Manager shall have the authority to cause to be towed or otherwise moved, at the operator's expense and without liability for damage that may result in the course of such towing, any motor vehicle abandoned, damaged or disabled.

Such vehicle will be impounded and stored at the location identified by law enforcement for other vehicles abandoned, damaged or disabled on public property.

CHAPTER VIII BUSINESS

FLIGHT DEPARTMENTS

SECTION 8.1 REQUIREMENTS

- A. Personnel employed by the business entity for the business flight departments operating on Airport facilities are limited strictly to in-house aeronautical services, performed only upon aircraft owned and/or used by the company.
- B. Any business flight department operating on the Airport shall accept all legal and financial responsibilities for its operation and hold the airport harmless of any liability incurred because of such activity.
- C. Any business operating a flight department shall provide insurance coverage for the benefit of the Airport, the County of Jasper, and the general public in an amount, not less than the insurance requirements herein applicable to FBO's, as designated by the Jasper County Council and shall include the County of Jasper as "additional named insured."

CHAPTER IX
BUSINESS ENTERPRISES

SECTION 9.1 OPERATING REQUIREMENTS

- A. No person shall provide any services to the public on the airport without having:
- 1) A lease (if required) from Jasper County authorizing that person to conduct such activity on the airport and be current in the payment of the prescribed annual fee; and or
 - 2) An Operating Agreement or a permit issued by the Airport Manager authorizing that person to provide the aeronautical activity at the Airport. (The requirements of this section do not apply to any FAA- designated examiner, person offering a private aviation related services or flight instructor).
 - 3) Persons offering public related aeronautical activities must comply with the *Minimum Standards for Airport Aeronautical Services, Ridgeland - Claude Dean Airport*.
- B. Operating agreement holders offering services to the public shall furnish such services in the following manner:
- 1) Business must be conducted in a fair, reasonable and non- discriminatory basis to all users thereof, and,
 - 2) Charges for each unit or service must be fair, reasonable and not discriminatory provided that reasonable and non-discriminatory discounts, rebates or other similar types of price reductions may be made to volume purchasers.

SECTION 9.2 PERMITS

Intentionally left blank.

SECTION 9.3

INSURANCE

- A.* All Airport businesses who are required to maintain insurance coverage, shall maintain the types and at least the minimum amounts of insurance described in this Section and in accordance with *Minimum Standards for Airport Aeronautical Services, Ridgeland - Claude Dean Airport*.
- B.* Each business shall deliver to the Airport Manager copies of all certificates of insurance for Required Insurance, any policy amendments and policy renewals and any additional information related to Required Insurance. Each policy shall require the insurer to provide the County of Jasper thirty (30) calendar days prior written notice of termination or cancellation.
- C.* Persons renting a County-owned hangar or hangar bay for PRIVATE storage of aircraft shall be required to maintain aircraft liability insurance premise coverage and shall name Jasper County as an additional insured. Persons renting a County-owned hangar or hangar bay for PRIVATE storage of aircraft will be notified in writing, and must acknowledge that the County of Jasper will not be responsible for the private contents of the hangar. The person will be required to sign, as a condition of rental, a waiver that indemnifies the County of Jasper and the Ridgeland – Claude Dean Airport from any and all liability in the event of a loss or injury.
- D.* Persons renting monthly tie-down space on the ramp shall be required to maintain aircraft liability insurance premise coverage and shall name Jasper County as an additional insured. The person will be required to sign, as a condition of rental, a waiver that indemnifies the County of Jasper and the Ridgeland – Claude Dean Airport from any and all liability in the event of a loss or injury.

CHAPTER X

OTHER

SECTION 10.1 SECTION TITLES

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

SECTION 10.2 SEVERABILITY

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

SECTION 10.3 REVISIONS

The Jasper County Council reserves the right to amend, add to, subtract from or otherwise modify these Rules & Regulations at any time and solely at the discretion of Jasper County Council.

SECTION 10.4 WAIVER OF LIABILITY

- A. Airport lessees, tenants and permittees, authorized to use the airport and its facilities, or to fly to, or from the same shall at all times conditioned upon the assumption of full responsibility thereof.
- B. It shall be further conditioned thereof that each person, as consideration of the use of the airport and its facilities, shall at all times release, hold harmless and indemnify Jasper County South Carolina, the Airport Manager, County Council and employees from and against any and all liability, responsibility, loss or damage, resulting to any such person caused by or on his/her behalf, and incident to the manner in which Airport is operated, constructed or maintained, or served.
- C. The use of the airport by any person for any purpose, or the paying of fees thereof or the taking off or landing aircraft therein shall be itself an acknowledgement that such person accepts such privileges on the conditions set forth.
- D. Notwithstanding the foregoing, those Airport users shall not be required to indemnify Jasper County South Carolina for damage occasioned by the sole negligence or willful misconduct of the County or its employees or representatives.

1. Specialized Aeronautical Activities including the following require coordination and regulation through the office of the Airport Manager:
 - Ultralight Vehicles
 - Hot Air Balloons
 - Glider (Non-Powered)
 - Parachute Drops
 - Unmanned Aircraft Systems
 - Banner Towing
2. Operation of an ultralight vehicle into the airport traffic area, landing, parking and takeoff of ultralight vehicles require prior coordination and written approval from the Airport Manager.
3. The Airport Manager has the authority and responsibility to approve/disapprove requests for the use of the airport facilities for hot air balloon launches, and parachute drops when the parachute landing zone is on airport property.
4. The owner/operator of such specialized aeronautical equipment may be limited by the Airport Manager to towing, launching or parachute landing to/from specific sites on the Airport. Those sites may be runways, portions of runways, taxiways, clear zones or other airport property. Such specific location may also be limited by designated time of day use.
5. Proof of comprehensive general liability insurance in an amount not less than \$1,000,000 shall be at the sole discretion of Jasper County Government.
6. Any policy issued shall include Airport premises liability and all other related hazards and perils and shall name Jasper County South Carolina as additional insured..

APPENDIXB SPECIAL EVENTS

Activities Regulated by Airport Management

1. Special Events including the following require an application be filed with the Airport Manager a minimum of forty-five (45) days in advance of the requested event:
 - Airport Day
 - Air Shows
 - Balloon Festivals
 - Air Races
 - War Bird Shows
 - Fly-In Meets
 - Parachute Team Demonstrations
2. The Airport Manager must officially approve all special events.
3. The special event sponsor may be required to obtain liability insurance for the event. The insurance policy will indemnify Jasper County South Carolina and its officers, agents and employees as a “named insured.”

Mandatory Compliance by the Special Event Sponsor

7. If the special event is expected to attract attendance of 500 persons or more, the sponsor may be required to coordinate road impacts with local police, sheriff and/or highway patrol.
8. The sponsor may be required to make arrangements for auto towing, garbage pick-up and clean-up.
9. The special event must be planned to accommodate the normal ingress and egress of motor vehicles for the general aviation users of the airport, or other business activities normally conducted at the airport.
10. Airport runway, taxiway and/or other landside closures must be coordinated, and approved in advance with the Airport Manager and other users of the airport.
11. A special event that involves certain maneuvers by the aircraft must be coordinated with the Airport Manager and FAA Flight Standards District Office (FSDO).
12. Failure of the sponsor to adequately perform trash and litter clean-up of the airport and repair or compensate for damaged property as a result of the special event will be billed for extra expense and damages by the Airport Manager.

13. Special events involving aerial activities that are not of a routine nature for the airport will require the designation and approval of an “air boss” who is experienced in directing and controlling the aerial activities planned for the event. The Airport Manager must approve the person designated as “air boss”.

MINIMUM STANDARDS FOR AERONAUTICAL SERVICES

RIDGELAND — CLAUDE DEAN AIRPORT

May 8, 2019

Ridgeland, South Carolina



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PREAMBLE

THE COUNTY COUNCIL OF JASPER COUNTY, SOUTH CAROLINA

BEING THE OWNER and in a position of responsibility for the administration of the Ridgeland-Claude Dean Airport, Jasper County, South Carolina; and,

In Order to insure the provision of adequate and non-discriminatory aeronautical services and facilities to the users of the Ridgeland-Claude-Dean Airport; and,

To Encourage the development of the Airport; and,

To Encourage economic development of the county and region with the airport serving as a gateway to the community; and,

To Foster the economic health and orderly development of commercial aeronautical operators at the Airport, providing:

- i. The minimum standards for a person or persons, firm or corporation engaging in one or more aeronautical services at the Ridgeland-Claude Dean Airport.
- ii. Requirements for Flying Clubs.
- iii. Minimum standards for all non-commercial aviation fuel users.
- iv. Minimum standards for specialized aeronautical activities.

CHAPTER I

GENERAL

SECTION 1.1 DEFINITIONS

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

Aeronautics Commission – the advisory body empowered to recommend policy to the Jasper County Council.

Agricultural Lands - Airport owned property that is not presently needed for aeronautical use and is available for agrarian purposes.

Aircraft – a device that is used or intended to be used for flight in the air; as defined by Code of Federal Regulations (14 CFR 1.1).

Airport - the Ridgeland-Claude Dean Airport.

Airport Manager - the person appointed by Jasper County to have immediate supervision of the Airport under the authority and direction of said Jasper County.

Commercial Self-Service Fueling – a fueling concept that enables a pilot to fuel an aircraft from a commercial fuel pump installed for that purpose by an FBO or the airport sponsor. The fueling facility may or may not be attended.

FAA - the Federal Aviation Administration.

Fixed Base Operator (FBO) – a business granted the right by the airport sponsor to operate on an airport and provide aeronautical services such as fueling, hangaring, tie-down and parking, aircraft rental, aircraft maintenance, flight instruction, and other services.

Glider - a heavier-than-air aircraft that is supported in flight by the dynamic reaction of the air against its lifting surfaces, and whose free flight does not depend principally on an engine.

Lease - the right to conduct commercial, aeronautical or agricultural activities on the airport as defined within the parameters of the established minimum standards.

Mogas – any approved substitute grade of fuel for an aircraft with a reciprocating engine and having appropriate Supplemental Type Certificate (STC) authorized by the FAA.

Owner - the Jasper County Council. The Owner may, at its discretion, delegate certain review and/or approval authority, as outlined in these Minimum Standards, to the Jasper County Aeronautical Commission and/or the Airport Manager.

Operator - any person, firm, partnership, corporation, association or group providing any one or a combination of aeronautical services to or for aviation users at the Airport.

Exclusive Proprietary Right – right of the airport owner to provide any or all airport services exclusively, to include: fixed base operations(FBO), aircraft sales, aircraft airframe, engine and accessory maintenance & repair, aircraft lease and rental, corporate hangars, flight training, aircraft fuels and oil service, radio, instrument or propeller repair station, aircraft charter and air taxi, aircraft storage, and specialized commercial flying services.

Minimum Standards - the qualifications which are established herein by the airport Owner as the minimum requirements to be met as a condition for the right to conduct an aeronautical activity on the Airport.

Self – Fueling – the fueling or servicing of an aircraft (i.e. changing the oil, washing) by the owner of the aircraft with his or her own employees and using his or her own equipment. Self-fueling and other self-services cannot be contracted out to another party. Self-fueling implies using fuel obtained by the aircraft owner from the source of his/her preference.

In addition to self-fueling, other self-service activities that can be performed by the aircraft owner with his or her own employees include activities such as maintaining, repairing, cleaning, and otherwise providing service to an aircraft, provided the service is performed by the aircraft owner under Title 14 Code of Federal Regulations Part 43. *Reference: FAA Airport Compliance Manual – Order 5190.6B, Appendix C, Appendix 1(o)*

Self – Service - using a self-service fuel pump made available by the Airport, an FBO or an aeronautical service provider. *Reference: FAA Airport Compliance Manual – Order 5190.6B Appendix C, Appendix 1(o)*

Ultralight Vehicle - refers to ultralights meeting the applicability for operations under Part 103. For the purposes of this Minimum Standard, an ultralight vehicle is a vehicle that:

- a) Is used or intended to be used for manned operation in the air by a single occupant;
- b) Is used or intended to be used for recreation or sport purposes only;
- c) Does not have any U.S. or foreign airworthiness certificate; and
- d) If unpowered, weighs less than 155 pounds; or
- e) If powered:

- Weighs less than 254 pounds empty weight, excluding floats and safety devices which are intended for deployment in a potentially catastrophic situation;
- Has a fuel capacity not exceeding 5 U.S. gallons;
- Is not capable of more than 55 knots calibrated airspeed at full power in level flight; and
- Has a power-off stall speed which does not exceed 24 knots calibrated airspeed.

Such ultralight vehicles also include motorgliders, paragliders, powered parachutes, paramotors, paragliders, etc.

Vehicle – all motorized and non-motorized conveyances; except aircraft.

SECTION 1.2 JURISDICTION

These Minimum Standards for Aeronautical Services shall apply to all prospective/current users and tenants of Ridgeland – Claude Dean Airport and all improvements thereon.

SECTION 1.3 VIOLATIONS

Violations of airport rules and regulations shall be resolved or adjudicated by the appropriate authorities.

CHAPTER II

MINIMUM STANDARDS FOR COMMERCIAL AERONAUTICAL OPERATORS

SECTION 2.1 EXCLUSIVE PROPRIETARY RIGHTS

The Airport Owner shall, at its sole discretion, exercise exclusive proprietary rights to provide any or all aeronautical services.

*Reference: FAA Airport Compliance Manual –Order 5190.6B Chapter 8.9
Exclusive Rights at Federally-Obligated Airports*

SECTION 2.2 COMMERCIAL AERONAUTICAL OPERATORS

The following standards shall apply to commercial aeronautical Operators, with the exception of flying clubs whose complete list of standards are presented in the section which pertains solely to that type of operation.

1. Lease shall be for a term to be mutually agreed upon between the parties commensurate with the Operator's financial investment in his facility. If the duration of the lease is to exceed five years in length, provisions shall be made to review the terms, lengths, and rents and any commissions of the lease relative to other changes in the airport environment and the economy that have occurred during that period.
2. Operator shall have the experience necessary to conduct any aeronautical service he wishes to provide to the public and shall submit a statement of qualifications to the Owner upon request. It may be satisfactory if the Operator has, in a reasonable supervisory position, a person of such experience. Should an Operator not have such experience but can demonstrate to the Owner's satisfaction that he has had equivalent related experience or training, such may be deemed acceptable. The Operator shall submit a letter of intent detailing the services which he wishes to provide, compliance with the relevant minimum standards as presented in this document, relevant required ratings and/or licenses, and required insurance coverage(s) his organization will have, and general scope of the operation.
3. Any Operator seeking to conduct aeronautical services at the Airport must provide the Owner a letter of financial integrity, to the Owner's satisfaction, from a bank or trust company doing business in the area, or other such source that may be readily verified through normal banking channels.
4. The Operator must also demonstrate that he has the financial ability or backing, where applicable, for the construction of facilities that may be required for the proposed concept of operation.

In addition, the financial institution letter should include a current financial net worth showing that applicant holds unencumbered current assets in a total amount at least equaling three (3) months estimated maintenance and operating expenses.

5. Any lease requiring the construction of a building/apron/auto parking area shall require that such construction begin no later than six (6) months from the lease execution and be completed no later than a time specified in the lease.
6. All Operators shall demonstrate to the Owner's satisfaction evidence of its ability to acquire insurance coverage as stipulated for each particular type of operation. The following shall be established as minimum coverage per type of policy:
 - a. Aircraft Liability

Bodily Injury and Property Damage	
Combined Single Limit	\$100,000
Bodily Injury (Each Passenger)	\$100,000
 - b. Comprehensive Public Liability and Comprehensive Property Damage

Bodily Injury and Property Damage	
Combined Single Limit	\$100,000
 - c. Hangar Keepers Liability \$100,000 each accident
 - d. Products Liability \$100,000 each accident
 - e. Student and Renters Liability \$100,000 each accident
 - f. Environmental Impairment Liability \$100,000 each accident

In addition, the Owner requires the Operator to include the Owner as an additional insured and stipulates the Operator hold harmless the Owner in all action against it.

7. Each lease for ground space and contract for business at the Airport entered into by the Owner shall include each of the following provisions as are required by the FAA:
 - a. Fair and Non-discriminatory Provisions
 - b. Affirmative Action Assurances
 - c. Civil Rights Assurances
 - d. Non-exclusive Rights Provision
 - e. Other mandated provisions

The most current amendment or form of such mandatory lease provisions shall be obtained from the FAA and shall be included in each lease at the time of execution.

- 8.** All Operators shall have the right in common with others so authorized, to use common areas of the airport, including runways, taxiways, public aprons, roadways, landing lights, signals and other conveniences of the take-off, flying and landing of aircraft.
- 9.** Any construction required of any Operator shall be in accordance with design and construction requirements of the Owner, State and Federal regulations and applicable codes. All plans and specifications for construction or renovation shall be submitted to the Owner for prior approval. All airport construction plans must also be submitted to the Federal Aviation Administration (FAA) on an FAA form 7460-1, to insure no safety issues for aircraft operations, and receive FAA approval prior to construction.
- 10.** The Operator shall provide adequate, paved auto parking space within the leased area sufficient to accommodate all leased activities and operations.
- 10.** The Operator shall provide a paved aircraft apron within the leased area to accommodate aircraft movement from the Operator's building to the taxiway or the access to the taxiway that has been or will be provided for the Operator.
- 11.** These minimum standards should be renewed on a periodic basis and adjusted if necessary to reflect changes to the airport environs, any new federal or state compliance requirements, lease terms and other situations/conditions as they relate to the existing minimum standards.
- 12.** All Operators conducting operations on the Airport prior to the installation of these minimum standards may be allowed to continue operations without fully complying with them, provided the Owner determines that the continued operation is safe, is in the best interest of activity at the Airport, and that the operation is not in violation of any airport assurance compliance regulations.

At the termination of those Operator's present leases, all existing operators or tenants will be required to comply with these minimum standards. However, such compliance with these minimum standards shall not include a requirement to alter the physical leasehold and/or construction of vehicular parking facilities, aircraft ramp/apron, office, customer lounge, or customer restrooms, etc.

CHAPTER III

MINIMUM STANDARDS FOR AERONAUTICAL SERVICES

SECTION 3.1 FULL SERVICE FIXED BASE OPERATOR

STATEMENT OF CONCEPT

Fixed Base Operator (FBO) is defined as a business granted the right by the airport sponsor to operate on an airport and provide aeronautical services such as fueling, hangaring, tie-down and parking, aircraft rental, aircraft maintenance, flight instruction, and other services.

MINIMUM STANDARDS

1. The Operator shall lease from the Owner an area of not less than 30,000 square feet of ground space on which paved automobile parking, above ground fuel dispensing equipment, and apron 1.5 times the area of the hangar necessary and adequate to accommodate a variety of general aviation aircraft.
2. The Operator shall construct a terminal building on the ground space to provide a minimum of 6,000 square feet of heated office space, conference room, restroom facilities, public lounge, aircrew lounge, and a minimum of 15,000 square feet of hangar space.
3. The following types of insurance are required (see *Appendix B* for coverage requirements):
 - a. Aircraft Liability.
 - b. Comprehensive Public Liability and Comprehensive Property Damage.
 - c. Hangar Keeper's Liability.
 - d. Environmental Impairment Liability
4. The Operator shall pay to the Owner a fuel flowage fee as determined by the lease, which will be a percentage of the cost of the fuel bought or consumed by the Operator. The cost and gallonage will be determined from the Operator's invoices and the Operator's usage records and will be payable on or before the 10th day of the following calendar month.

A late-payment penalty, as specified by the lease will be collected as applicable.

5. The operator shall provide an adequate number of properly trained persons on duty during the required hours of operation for fuel dispensing and aircraft towing/re-positioning and to provide any other services offered by the FBO.

6. The office shall be attended a minimum eight (8) hours a day, six (6) days a week, with provision made for 24-hour response subject to a reasonable charge.

The Operator shall provide tie-down and hangar storage for general aviation aircraft, both itinerant and local. The Operator shall have available for sale branded aviation gasoline, jet fuel, oils and lubricants customarily sold to general aviation aircraft. Also provide facilities for washing and cleaning aircraft, either in-house or contract.

Other Services Permitted By Full Service FBO

Sale of new or used aircraft.

Aircraft rental and charter.

Flight training.

Aircraft charter and air taxi.

Sightseeing flights.

Aerial survey, photography and mapping services.

Avionics sales and service.

Automobile rental. Catering.

Sale of pilot supplies.

STATEMENT OF CONCEPT

An aircraft sales Operator engages in the sale of new aircraft through franchises or licensed dealership or distributorship (either on a retail or wholesale basis) of an aircraft manufacturer or used aircraft; and provides such repair, services, and parts as necessary to meet any guarantee or warranty on aircraft sold.

MINIMUM STANDARDS

1. The Operator shall lease from the Owner an area not less than 15,000 square feet of ground space on which a paved apron for aircraft display, paved automobile parking, construction of at least a 1,600 square foot building with floor space for aircraft storage, office space, customer lounge and rest rooms, which shall be properly heated and lighted.
2. The Operator shall provide necessary and satisfactory arrangements for repair and servicing of aircraft.
3. The following types of insurance are required:
 - a. Aircraft Liability.
 - b. Comprehensive Public Liability and Comprehensive Property Damage.
4. The Operator shall provide hours of operation convenient to customers.
5. The Operator shall have in his employ, and on duty during the appropriate business hours, trained personnel in such numbers as are required to meet the minimum standards set forth in an efficient manner.

STATEMENT OF CONCEPT

An aircraft airframe, engine & accessory maintenance Operator provides one or a combination of airframe, engine and accessory overhauls and repair services on aircraft. This category shall also include the sale of aircraft parts and accessories.

MINIMUM STANDARDS

1. The Operator shall lease from the Owner an area not less than 15,000 square feet buildings footprint for temporary parking of aircraft, and paved parking for customers and employees.
2. A minimum of 6,000 square feet of building space for maintenance and sufficient storage of aircraft, parts and equipment, office, customer lounge, and restrooms, which shall be properly heated and lighted.
3. The Operator shall provide sufficient equipment, supplies, and parts availability as required by the FAA relevant to the type of maintenance engaged in.
4. The following types of insurance are required:
 - a. Comprehensive Public Liability and Comprehensive Property Damage.
5. The Operator shall have his premises open and services available a minimum of eight (8) hours daily, five (5) days a week (excluding holidays).
6. The Operator shall maintain an adequate staff of employees with skills, licenses, and certificates appropriate to conduct the services hereof in an efficient manner.

STATEMENT OF CONCEPT

An aircraft lease or rental Operator engages in the rental or lease of aircraft to the public. Any party desiring to engage in aircraft leasing or rental to the public must maintain their aircraft in accordance with all applicable Federal Aviation Regulations, and Airworthiness Directives for the type of aircraft for which rental/lease privileges are granted.

MINIMUM STANDARDS

- 1.** The Operator shall lease from the Owner an area of not less than 15,000 square feet to provide space for a building, paved apron and paved automobile parking.
- 2.** The building will provide at least 3,000 square feet of floor space office space, customer lounge and rest rooms, which shall be properly heated and lighted.
- 3.** The Operator shall have available for rental, either owned or under written lease to Operator, not less than two (2) certified and currently airworthy aircraft, at least one (1) of which must be a four-place aircraft; at least one (1) of which must be equipped and capable of flight under instrument meteorological conditions.
- 4.** The following types of insurance are required:
 - a.** Aircraft Liability.
 - b.** Student and Renter's Liability.
- 5.** The Operator shall have his premises open and services available at least eight (8) hours daily, five (5) days a week (excluding holidays). The Operator shall make provision for someone to staff the office during required operating hours.
- 6.** The Operator shall have in his employ an adequate staff of employees with skills, licenses and certificates appropriate to conduct the services hereof.

STATEMENT OF CONCEPT

A corporate hangar is a building constructed and used to store the owner's aircraft and is intended for the exclusive use of the corporate owner/lessee. Such aircraft use is an adjunct to the corporation's primary business and is not the major source of income for the corporation.

MINIMUM STANDARDS

1. The Operator shall lease from the Owner an area of not less than 15,000 square feet of ground space to provide adequate space for a hangar, office building, and apron area of the same or greater area than the hangar storage area and paved sufficient automobile parking.
2. The office building will provide at least 800 square feet of space properly lighted and heated, which shall include office space, pilot lounge and rest rooms.

STATEMENT OF CONCEPT

A flight training Operator engages in instructing pilots in dual and solo flight training, in fixed and/or rotary wing aircraft, and provides such related ground school instruction as is necessary preparatory to taking a written examination and flight check ride for the category or categories of pilots' licenses and ratings involved.

MINIMUM STANDARDS

1. The Operator shall lease from the Owner an area of not less than 20,000 square feet of ground space to provide adequate space for a building, aircraft tie-down area and paved automobile parking.
2. The building will provide at least 4,000 square feet of space properly lighted and heated, which shall include office space, classroom, pilot lounge and rest rooms.
3. The Operator shall have available for use in flight training, either owned or under written lease to Operator, not less than two (2) properly certificated aircraft and at least one (1) of which must be equipped for and capable of use in instrument flight instruction.
4. The following types of insurance are required:
 - a. Aircraft Liability.
 - b. Comprehensive Public Liability and Comprehensive Property Damage.
 - c. Student and Renter's Liability.
5. The Operator shall have his premises open and services available a minimum of eight (8) hours daily, five (5) days a week (excluding holidays). The Operator shall make provision for a qualified employee to be in attendance in the office during the required operating hours.
6. The Operator shall have on a full-time basis at least one (1) flight instructor who has been properly certificated by the FAA to provide the type of training offered.

STATEMENT OF CONCEPT

Fuel and oil services include the sale and into-plane delivery of recognized brands of aviation fuels, lubricants, and other related aviation petroleum products. The Operator may provide servicing of aircraft, including ramp assistance and the parking, storage, and tie-down of aircraft within the leased area.

MINIMUM STANDARDS

- 1.** The Operator shall lease from the Owner an area of sufficient size to accommodate a paved apron fueling facility/area with sufficient aircraft maneuvering area. If full service fueling is offered, an office of sufficient size, with restrooms, must be included.
- 2.** As part of the leasehold, land shall be set aside in a designated area for an above ground bulk fuel storage facility. Underground Storage Tanks (UST) shall be prohibited. The storage facility shall be capable of maintaining at a minimum a 12,000-gallon capacity for each grade of fuel sold by the Operator. The Operator shall provide the required pumping equipment, either mobile or fixed. The bulk fuel tanks associated pumping equipment, and fuel-dispensing vehicles (if any) shall meet all applicable safety requirements relative to fuel dispensing as required by Federal, State and local regulations, and shall provide reliable metering devices which conform to Federal, State and local regulations.
- 3.** The Operator may provide such minor repair service that does not require a certificated mechanic rating and cabin services to general aviation aircraft as can be performed efficiently on the ramp or apron parking area, but only within the premises leased to the Operator.
- 4.** All utilized equipment shall be maintained and operated in accordance with local and State industrial codes.
- 5.** The following types of insurance are required:
 - a.** Comprehensive Public Liability and Comprehensive Property Damage.
 - b.** Products Liability.
 - c.** Environmental Impairment Liability
- 6.** The Operator shall have his premises open for a minimum of eight (8) hours per day, seven (7) days a week and provide on-call aircraft servicing during all other hours. The Operator shall make provisions for someone to be in attendance in the office during the required operating hours or if a fully self-service fuel facility is installed, it must be available to customers 24/7.

7. The Operator shall maintain an accurate record of all deliveries of aviation fuel and oil and such records shall be subject to examination and audit by the Owner or its representatives.
8. The Operator shall pay to the Owner a fuel flowage fee as determined by the Owner, and specified in the lease, for every gallon of fuel sold or consumed by the Operator. The gallonage will be determined from the Operator's invoices and the Operator's usage records and will be payable on or before the 10th day of the following calendar month.
10. The Operator shall park all commercial refueling vehicles in their assigned parking spaces; as directed in writing by the Airport Manager. The Operator's name and logo shall be displayed on the driver and passenger door and cab roof of all authorized fueling vehicles.

STATEMENT OF CONCEPT

Operator engages in the business of and providing a shop for the repair of aircraft radios, propellers, and/or instruments for general aviation aircraft. The Operator shall hold the appropriate repair shop certificates issued by FAA.

MINIMUM STANDARDS

- 1.** The Operator shall lease land from the Owner and the lease shall include a building sufficient to accommodate all activities and operations proposed by the Operator. The minimum areas in each instance shall be subject to the approval of the Owner. The Operator shall erect a building of sufficient size to hangar at least one (1) aircraft, to house all equipment and to provide an office, shop, customer lounge and rest rooms, which shall be properly heated and lighted.
- 2.** The following types of insurance are required:
 - a.** Comprehensive Public Liability and Comprehensive Property Damage.
- 3.** The Operator shall have his premises open and provide hours of operation convenient to customers.
- 4.** The Operator shall have his premises open and services available eight (8) hours daily, five (5) days each week (excluding holidays).
- 5.** The Operator shall have in his employ and on duty during the appropriate business hours trained personnel in such numbers as are required to meet the minimum standards set forth in this category in an efficient manner, but never less than one (1) person who is an FAA-rated radio, instrument, or propeller repairman.

STATEMENT OF CONCEPT

An aircraft charter and an air taxi Operator engages in the business of providing air transportation (persons or property) to the general public for hire, either on a charter basis or as an air taxi operator, as defined by the Federal Aviation Regulations.

MINIMUM STANDARDS

- 1.** The Operator shall lease from the Owner an area of not less than 20,000 square feet of ground space on which shall be erected a building to provide at least 4,000 square feet of floor space to hangar at least one (1) aircraft, to house all equipment and to provide an office, shop, customer lounge and rest rooms, all properly heated and lighted. Sufficient square footage of paved apron for aircraft parking shall also be provided by the Operator.
- 2.** The Operator shall provide, either owned or under written lease to the Operator, the appropriate aircraft which meet the requirements of the FAA air taxi commercial operator certificate held by the Operator.
- 3.** The following types of insurance are required:
 - a.** Aircraft Liability.
 - b.** Comprehensive Public Liability and Comprehensive Property Damage.
- 4.** The Operator shall have in his employ trained personnel in such numbers as are required to meet the minimum standards set forth in this category in an efficient manner, but never less than one (1) person who is an FAA certificated commercial pilot and otherwise appropriately rated to permit the flight activity offered by the Operator.

STATEMENT OF CONCEPT

An aircraft storage Operator engages in the rental of community (multi-tenant, mass storage) hangars or T-hangars or one aircraft box hangers.

MINIMUM STANDARDS

- 1.** The Operator shall lease from the Owner an area appropriate for the size of the hangar(s), sufficient apron area, and paved automobile parking (separate from the aircraft apron area).
- 2.** The following types of insurance are required for community hangars :
 - a.** Comprehensive Public Liability and Comprehensive Property Damage.
 - b.** Hangar Keeper's Liability.
- 3.** The following insurance is required for t-hanger or one aircraft box hangers:
 - a.** Comprehensive Public Liability and Comprehensive Property Damage.
- 4.** The community hangar Operator shall have his faculties (trained employees and/or equipment) available, either on site or on-call, for tenant aircraft removal or storage twenty-four (24) hours per day, seven (7) days a week.
- 5.** The Operator shall demonstrate that it can provide sufficient personnel trained with appropriate equipment to meet all requirements for the storage of aircraft.

STATEMENT OF CONCEPT

A specialized commercial flying services Operator engages in air transportation for hire for the purposes of providing the use of aircraft for the activities listed below:

Nonstop sightseeing flights that begin and end at the same airport; Crop

dusting, seeding, spraying, and bird chasing;

Banner towing and aerial advertising; Aerial

photography or survey; Powerline or pipe

line patrol;

Others

MINIMUM STANDARDS

1. The Operator shall lease sufficient land from the Owner and the lease shall include a building sufficient to accommodate all activities and operations proposed by the Operator. The minimum areas in each instance shall be subject to the approval of the Owner. In the case of crop dusting and aerial application, the Operator shall make suitable arrangements and have such space available in his leased area for safe loading, unloading, storage, containment and disposal of chemical materials, in accordance with all applicable Federal, State, and local regulations/ordinances. The Owner shall set the minimum insurance requirements as they pertain to the particular type of operation to be performed. These minimum requirements shall be applicable to all operations of a similar nature.

All Operators will, however, be required to maintain the Aircraft Liability Coverage as set forth in the Minimum Standards for Operators Section 2.2 above.

2. The Operator shall have in his employ, and on duty during appropriate business hours, trained personnel in such numbers as may be required to meet the minimum standards herein set forth in an efficient and safe manner.
3. The Operator must provide, by means of an office or telephone, a point of contact for the public desiring to utilize Operator's services.

STATEMENT OF CONCEPT

A multiple services Operator engages in any two (2) or more of the aeronautical services for which minimum standards have been hereinbefore provided.

MINIMUM STANDARDS

1. The Operator shall lease sufficient land from the Owner and the lease shall include a building sufficient to accommodate all activities and operations proposed by the Operator.
2. The Operator shall comply with the aircraft requirements, including the equipment thereon for each aeronautical service to be performed, except that multiple uses can be made of all aircraft with the exception of aircraft used for crop dusting, aerial application, or other commercial use of chemicals.
3. The Operator shall provide the facilities and equipment required to meet the minimum standards as hereinbefore provided for each aeronautical service the Operator is performing.
4. The Operator shall obtain, as a minimum, that insurance coverage which is equal to individual insurance requirement of all the aeronautical services being performed by Operator.
5. The Operator shall adhere to the hours of operation required for each aeronautical service being performed.
6. The Operator shall have in his employ, and on duty during the appropriate business hours, trained personnel in such numbers as are required to meet the minimum standards for each aeronautical service the Operator is performing as hereinbefore provided. Multiple responsibilities may be assigned to meet the personnel requirements for each aeronautical service being performed by the Operator.

CHAPTER IV

FLYING

CLUBS

STATEMENT OF CONCEPT

The Club must be a non-profit corporation or partnership. The ownership of the aircraft shall be vested in the name of the flying club or owned in equal shares by all of its *bona fide* owners. For the purposes of this document the term “aircraft” shall include gliders.

MINIMUM STANDARDS

1. The Club may not derive greater revenue from the use of its aircraft than the amount necessary for the actual cost of operation, maintenance and replacement of its aircraft. The Club will file and keep current with the Airport Manager, semi-annually, a complete list of the Club's membership and a record of Club finances.
2. Club aircraft shall not be used for hire, charter, or air taxi. Student instructions may be given in the Club aircraft by one Club member to another Club member, providing no compensation takes place. Otherwise, it must be given by an Operator with a current agreement with the Owner.
3. In the event the Club fails to comply with these conditions, the Owner will notify the Club in writing of such violations. The Club shall have fourteen (14) calendar days to correct such violations. If the Club fails to correct the violations, the Owner may demand the Club's removal from the Airport.
4. The flying Club must agree and provide as a minimum insurance in the following categories to the same level as required for all Operators:
 - a. Aircraft Liability \$1,000,000 combined single limit bodily injury and property damage.
 - b. Comprehensive Public Liability and Comprehensive Property Damage.
5. Aircraft maintenance performed by the Club shall be limited to only that maintenance that does not require a certificated mechanic. All other maintenance must be provided by a properly certificated person or repair business, approved for airport operations.
6. The flying Club must comply with all Dept. of Homeland Security Regulations.

CHAPTER V

UNMANNED AIRCRAFT SYSTEMS (UAS)

STATEMENT OF CONCEPT

An Unmanned Aircraft System consists of: (1) an unmanned aircraft, (2) a ground control station, and (3) command and control link(s). The term includes drones, unmanned aerial vehicles (UAV), remotely piloted aircraft systems (RPAS) and radio-controlled model aircraft. The FAA governing documents for UAS are FAA Regulations parts 101 and 107, available on the FAA website.

MINIMUM STANDARDS

1. The operation, either landing or taking off, of the class of aircraft or vehicle known commonly as unmanned aircraft systems (UAS), (see definition above) is prohibited on the Airport unless all of the provisions of this section are met.
2. The operator of each UAS shall comply fully with the current provisions of Part 101 and Part 107, as applicable, of the Federal Aviation Regulations (FAR). Copies of FAR Parts 101 and 107 can be obtained from the FAA website.
3. In addition to the requirements of Parts 101 and 107, each operator or potential operator shall comply with the following:
 - a) All persons who operate or propose to operate an UAS under Part 107 to or from the Airport must possess a current Remote Pilot Airman Certificate, be 16 years or older, and pass TSA vetting.
 - b) UAS operators MUST:
 - i. Always yield right-of-way to manned aircraft; never fly near other aircraft
 - ii. Keep UAS aircraft in visual line-of-sight at all times.
 - iii. Obey all FAR Parts 101 and 107, as applicable to the UAS system in use.
 - c) All UAS operations on or near the Airport shall be subject to a written operating agreement between each person operating an UAS and Jasper County Government. After entering into such written agreement, each operation of the UAS shall be coordinated by telephone with, and receive the prior approval of, the Airport Manager prior to such operation.
 - d) Each person operating an UAS shall maintain extreme vigilance so as to avoid all other aircraft.
 - e) Prior to conducting any UAS operations to or from the Airport, each operator of each UAS shall obtain minimum comprehensive general liability insurance in the amount of \$1,000,000.00 combined single limit covering bodily injury and property damage. Any policy issued shall include Airport premises liability and all other related hazards and perils and shall name the Owner, Jasper County South Carolina as additional insured.

CHAPTER VI

ULTRALIGHT VEHICLE OPERATIONS

STATEMENT OF CONCEPT

This term refers to ultralight vehicles meeting the applicability for operations under Part 103. For the purposes of this Minimum Standard, an ultralight is a vehicle that is used or intended to be used for manned operation in the air by a single occupant.

MINIMUM STANDARDS

- 1.** The operation, either landing or taking off, of the class of vehicle known commonly as ultralight, is prohibited on the Airport unless all of the provisions of this section are met.
- 2.** The operator of each ultralight vehicle shall comply with the current provisions of Part 103 of the Federal Aviation Regulations (FAR). Copies of FAR Part 103 can be obtained from the FAA website.
- 3.** In addition to the requirements of Part 103, each operator or potential operator shall comply with the following:
 - a.** All ultralight vehicle operations to or from the Airport shall be subject to a written operating agreement between each person operating an ultralight vehicle and Jasper County Government. After entering into such written agreement, each flight of the ultralight shall be coordinated by telephone with the Airport Manager prior to such operation.
 - b.** Each person operating an ultralight vehicle shall maintain vigilance so as to see and avoid aircraft and shall yield the right-of-way to all aircraft.
 - c.** All ultralight vehicles operating at the Airport shall be equipped with an operational two-way radio with adequate frequency selection to assure normal contact with the Airport UNICOM.
 - d.** Prior to conducting any ultralight vehicle operations to or from the Airport, each operator of each ultralight vehicle shall obtain minimum comprehensive general liability insurance in the amount of \$1,000,000.00 combined single limit covering bodily injury and property damage. Any policy issued shall include Airport premises liability and all other related hazards and perils and shall name the Owner, Jasper County South Carolina as additional insured.

CHAPTER VII

GLIDER OPERATIONS

STATEMENT OF CONCEPT

Federal Aviation Administration (FAA) defines a glider as a heavier-than-air aircraft that is supported in flight by the dynamic reaction of the air against its lifting surfaces, and whose free flight does not depend principally on an engine.

MINIMUM STANDARDS

1. A glider, including the tow aircraft during towing operations, has the right-of-way over powered aircraft.
2. Glider operations will be on the designated grass area adjacent to the runway.
3. The glider traffic pattern will be inside the pattern of engine-driven aircraft. The glider pattern will normally be on the side of the Airport closest to the glider operating area. This will allow gliders to fly the same direction traffic pattern as powered aircraft in certain wind conditions and necessitate a separate, opposing direction traffic pattern in other wind conditions.
4. Glider operations in close proximity to powered aircraft can present some unsafe situations; accordingly, all glider operators are strongly encouraged to maintain vigilance at all times.
5. All gliders operating at the Airport shall be equipped with an operational two-way radio with adequate frequency selection to assure normal contact with the Airport UNICOM.
6. Prior to conducting any glider operations to or from the Airport, each operator of each glider shall obtain minimum aircraft liability insurance in the amount of \$1,000,000.00 combined single limit covering bodily injury and property damage. Any policy issued shall include Airport premises liability and all other related hazards and perils and shall name the Owner, Jasper County South Carolina as additional insured.

CHAPTER VIII

NON-COMMERCIAL AVIATION FUEL USER

STATEMENT OF CONCEPT

A non-commercial aviation fuel user maintains fuel storage and transfer only for his own aircraft or aircraft leased for his exclusive use.

MINIMUM STANDARDS

1. No person shall engage in the activity of storing, transporting, or dispensing of non-commercial aviation fuels except those persons holding a written permit issued by the Owner (see *Appendix A*).
2. At no time shall Lessee share, sub-lease, or in any other manner provide fuel or fueling facilities to any other tenant or any other aircraft except those aircraft owned or leased for the exclusive use of the tenant designated in the agreement.
3. Lessee shall install and maintain all fuel facilities in accordance with plans and specifications approved in writing by the Owner.
4. Lessee shall comply with all local, state and federal laws and regulations governing the installation, operation, maintenance and safety of all fueling facilities, equipment and dispensing vehicles.
5. When there is a fuel farm area, only dispensing trucks, bulk fuel trucks, emergency vehicles and other vehicles approved by the Owner shall be permitted within the area.
6. Each prospective fuel Lessee shall submit to the Owner a written proposal which sets forth the extent of operations, to include: fuel grades; estimated annual volume; experience and training of fuel handling personnel; type, size and condition of all fueling facilities and equipment to be used; assurance provisions for the security and safety of the facility.
7. The Lessee shall have the following insurance in the amounts required by all Operators (Minimum Standards for All Operators, above):
 - a. Comprehensive Public Liability and Comprehensive Property Damage.
 - b. Fuel Tank Financial Responsibility.
 - c. Environmental Impairment Liability
8. The Lessee shall pay to the Owner a fuel flowage fee which shall be a percentage of the cost of the fuel received into storage or dispensed into aircraft. That basis and rate will be established by the lease. The Lessee shall submit to the Owner the cost of, and amount of, gallons received each month, and payment for the fuel flowage fee thereon, on or before the 10th day of the following calendar month. The Lessee shall also maintain copies or original receipts from the wholesale fuel vendor as evidence of amount and cost of gallons dispensed per month, for audit purposes.

CHAPTER IX

OPERATORS SUBLEASING TO/FROM ANOTHER OPERATOR

Prior to finalizing any sublease agreement, the lessee and proposed sublessee shall obtain the written approval of the Airport Owner for the sublease and business proposed. Said sublease shall define the type of business and service to be offered by the sublessee.

The sublessee Operator shall meet all the minimum standards established by the Owner for the categories of services to be furnished by the Operator and a statement shall be inserted into the sublease stating that the sublessee Operator agrees to meet all Airport Minimum Standards. The minimum standards may be met in combination between lessee and sublessee. The sublease agreement shall specifically define those services to be provided by the lessee to the sublessee that shall be used to meet the standards.

APPENDIX A NON-COMMERCIAL SELF-FUELING

Non-Commercial Business Self-Fueling Application and Permit

Ridgeland-Claude Dean Airport

Applicant: _____

Authorized Representative: _____

Title: _____

Aircraft Storage Location/Hangar Address: _____

Aircraft to be Fueled (List Type & N-number): _____

Type of Fueling System: Transportable Tank Non-Transportable Tank/Fueling Station

Type of Fuel to be Dispensed: JET A 100 LL

Location of Fueling Station: _____

The applicant requests approval to conduct Non-Commercial Self-Fueling of based aircraft that are owned by or leased by the Applicant.

FEE PAYMENT: Applicant shall pay the monthly fuel flowage fee of 4% of delivery cost No Later Than (NLT) the 10th of each month for fuel dispensed into aircraft owned or leased by the applicant for the previous month. Failure to pay the flowage fee by the 10th of the month will result in a late fee of the amount owed, plus a 10% penalty.

PERMIT LIMITATIONS:

- a. This Permit may not be assigned or transferred.
- b. A holder of a Self-Fueling Permit shall not dispense or permit the dispensing of aircraft fuels into aircraft that are not owned or leased by the applicant and specified above on this permit.
- c. This permit shall remain in effect until the expiration of the permittee's land lease unless otherwise suspended, relinquished or revoked.
- d. The flowage fee is subject to review and adjustment every 3 years.

INFORMATION CHANGES: The Applicant must notify the Airport Manager in writing within ten (10) days of any changes to the information provided on this form.

COMPETENCY: The Applicant certifies that the personnel engaged in self-fueling are properly trained in aircraft fueling, fuel handling and associated safety procedures, and will conform to the best practices for such operations.

SELF-FUELING RULES AND REGULATIONS: The Applicant certifies that he or she has read and understands the Airport's Minimum Standards regarding Non-Commercial Self-Fueling and acknowledges receipt of a copy of these Minimum Standards.

REPORTING: The Applicant shall provide monthly fuel inventory reconciliation reports listing the type and amount of fuel dispensed to all aircraft, fuel received, spilled, or otherwise accounted for. If fuel is spilled, applicant will report the corrective and clean-up actions taken.

The undersigned representative certifies he/she is authorized to sign for this permit and shall comply with all the provisions of the Airport Minimum Standards.

Signature

Date Signed

Print Name

For Airport Administration Use Only

Insurance Certificate Yes No

Spill Prevention Contingency and Control Plan (SPCC) Yes No

Standard Operating Procedures/Quality Control Plan Yes No

Fire Marshal Inspection Conducted Yes No

Proof of Aircraft Ownership or copy of Lease Yes No

Copy of:

1) NFPA 407 Standards for Aircraft fueling Yes No

2) FAA AC 150/5230-4 Aircraft Fuel Storage, Handling, and dispensing Yes No

Approved by:

Airport Manager

Date

Return Original to: Airport Manager

Non-Commercial Business Self-Fueling Rules and Regulations

Ridgeland – Claude Dean Airport

Section 1: Statement of Concept

- 1.1** Self-Fueling is the dispensing of fuel into an aircraft by the aircraft owner or lessee, from facilities and equipment provided by that owner. This section applies exclusively to the dispensing of aviation fuel by other than an approved Full-Service FBO (as described in the Minimum Standards for Airport Aeronautical Services above).
- 1.2** All entities desirous of Self-Fueling shall be accorded a fair and reasonable opportunity, without unjust discrimination, to qualify and receive a Non-Commercial Self-Fueling Permit.

Section 2: Agreement/Approval

- 2.1** No person shall Self-Fuel his or her aircraft, unless they possess a valid Non-Commercial Self-Fueling Permit authorizing such activities and approved by the Airport Manager.
- 2.2** The Permit shall not reduce or limit the Permittee's obligations with respect to these Self-Fueling Standards.
- 2.3** Prior to issuance and subsequently upon request by the Airport Manager, the Permittee shall provide evidence of ownership (and/or lease agreement) of any Aircraft being Fueled by the Permittee. Aircraft that are leased must be under the complete operational control of the Permittee and leased for a minimum of two (2) years. The Permittee may be required to show proof that the person fueling the aircraft is an employee of the Permittee (proof may be a copy of the employee's W-2 Statement).

Section 3: Reporting

- 3.1** Permittee shall report all Fuel dispensed during each calendar month and submit a summary report along with the appropriate Fuel Flowage Fee due to the Owner on or before the 10th of each subsequent month.
- 3.2** Permittee shall during the term of the Permit and two (2) years thereafter maintain records identifying the total number of aviation Fuel gallons purchased and dispensed. Records shall be made available for Audit by the Airport Manager, or representatives from the Owner.

In the case of a discrepancy, Permittee shall promptly pay all additional fees and charges due the Airport, plus any applicable penalties.

Section 4: Fuel Storage

- 4.1 Permittee shall arrange and demonstrate that safe and satisfactory arrangements have been made for the storage of fuel on the airport premises.
- 4.2 Operators authorized by the Airport to construct or install a Fuel storage facility at the Airport shall do so at their own expense, on airport property under lease by the permittee. The total storage capacity of non-transportable tanks shall be a minimum of:
 - a. 12,000 gallons for Jet A Fuel
 - b. 12,000 gallons for 100 LL Fuel (AVGAS)
- 4.3 The use of a portable or transportable fuel tank is acceptable at the Airport. The storage of a portable or transportable tank on Airport property is **prohibited**. All transportable tanks or portable fuel tanks must be removed immediately from Airport property once the aircraft is fueled.

Section 5: General Standards for Refuelers

- 5.1 Permittee shall utilize a single refueling vehicle for each type of Fuel to be dispensed. AVGAS refuelers shall have a minimum capacity of 500 gallons and Jet refuelers shall have a minimum capacity of 1,000 gallons. All refueling vehicles shall be capable of bottom loading.
- 5.2 Each refueling vehicle shall be equipped and maintained to comply at all times with the applicable safety and fire prevention requirements set forth in the Airport Minimum Standards, Jasper County Fire Code, the National Fire Protection Association Codes, the Federal Aviation Administration (FAA), and any other state or federal requirements.
- 5.3 Prior to transporting Fuel onto the Airport, the Permittee shall provide the Airport with a Spill Prevention Contingency and Control Plan (SPCC) that meets regulatory requirements for above ground Fuel storage facilities. A copy of such SPCC Plan shall be filed with the Airport Manager at least ten (10) business days prior to such implementation. Such plan shall describe, in detail, those methods that shall be used by the Permittee to clean up any potentially hazardous Fuel spills. This plan shall also describe, in detail, which methods the Permittee intends to use to prevent any such spill from ever occurring.
- 5.4 In accordance with all applicable Regulatory Measures and appropriate industry practices, the Permittee shall develop and maintain Standard Operating Procedures (SOP) for Fueling and shall ensure compliance with standards set forth in FAA Advisory Circular 00-34A, entitled "Aircraft Ground Handling and Servicing (including updates).

The SOP shall include a training plan, fuel quality assurance procedures, record keeping, and emergency response procedures for Fuel spills and fires.

- 5.5** The SOP shall be submitted to the Airport Manager no later than ten (10) business days before the Permittee commences Non-Commercial Serve-Fueling at the Airport. The Airport may conduct inspections on a periodic basis to ensure compliance.
- 5.6** The dispensing of Fuel must meet all applicable Airport, State of South Carolina, and Federal regulations, including Federal Aviation Administration (FAA) Advisory Circulars, as well as American Standard Testing Method (ASTM) D-910 for AvGas, ATM D-1655 for Jet Fuel which shall be determined at the time of delivery into the aircraft, and NFPA 407.
- 5.7** Prior to Self-Fueling of any aircraft, the person shall provide to the Airport Manager a copy of the FAA's Aircraft registration certificate for that aircraft verifying sole ownership by the person, or proof of being the lessee of said aircraft, and that he or she has complete operational control over the aircraft.
- 5.8** Provide Insurance coverage in amounts no less than specified in Appendix B of the Airport Minimum Standards.
- 5.9** Provide written proof that the County Fire Marshal has inspected the fueling facilities and reviewed the fueling methods for dispensing fuel into the aircraft and has approved such.

APPENDIXB INSURANCE

Ridgeland-Claude Dean Airport

The following minimum insurance levels are required for all operators, as applicable to the type of aeronautical activity engaged in:

1. Statutory Workers' Compensation Insurance shall be carried for any person, corporation, partnerships, or other as required by South Carolina law with commercial operations at the Airport. In addition, if you are required to carry Worker's Compensation you must include:
 - (a) Employers Liability:
 - Bodily Injury by Accident - \$100,000 each accident.
 - Bodily Injury by Disease - \$500,000 policy limit.
 - Bodily Injury by Disease - \$100,000 each employee.
2. Premises Liability Insurance for all persons, corporations, partnerships or others with commercial operations and must include:
 - (a) Not less than \$1,000,000 Combined Single Limit Bodily Injury and Property Damage.
 - (b) Not less than \$1,000,000 Combined Single Limit Bodily Injury and Property Damage for Products Liability if you sell, repair, manufacturer, or distribute products.
3. Aircraft Liability for any persons, corporations, partnerships, or others who own, non-own, lease, borrow, or hire an aircraft.
 - (a) Not less than \$1,000,000 Combined Single Limits Bodily Injury and Property Damage, limited to \$100,000 per Seat Passenger Legal Liability.
4. Environmental Impairment Liability (Pollution Liability) for anyone having stationary fuel tanks, portable fuel tanks, waste oil tanks or drums of chemicals.
 - (a) \$1,000,000 Limit of Liability per Occurrence for Bodily Injury and Property Damage.
5. Hangar-keeper's Legal Liability for any persons, corporations, partnerships, or others who have aircraft which are the property of others and are in the care, custody, or control of the person, corporation, partnership, or other as a bailee.
 - (a) Not less than a per-aircraft limit equal to the maximum value of any aircraft and a maximum limit of the total value of all aircraft while in the care, custody or control of the operator.

6. The Jasper County Council shall be shown as an additional insured on Aircraft Liability, Premises Liability, Hangar-keeper's Liability, Environmental Impairment Liability, and Automobile Liability policies that are required.
7. The Cancellation provision should provide a 30-day notice of cancellation.
8. Insurance Company, except Workers' Compensation carrier, must have an A.M. Best Rating of A-6 or higher.
9. Insurance Company shall be licensed to do business by the South Carolina Department of Insurance.
10. Certificates of Insurance, and any subsequent renewals, must be current and on file with the Airport Manager.
11. All minimum insurance coverages required will be primary over an insurance program carried by the County, only as respects operations of insured.
12. The person, corporation, partnership or other shall agree to waive all rights of subrogation against the Jasper County Council, its officers, officials, employees, and volunteers and the Ridgeland-Claude Dean Aeronautics Commission from losses arising from the issue of this permit.
13. All accidents involving insurance claims must be reported to the County. If the County requires any information on coverage or a particular claim; the person, corporation, partnership, or other must provide copies of policies or loss runs.
14. Compliance by the person, corporation, partnership or other with the forgoing requirements as to carrying minimum insurance shall not relieve the person, corporation, partnership or other of their liability provisions.
15. The person, corporation, partnership or other is to comply with the FAA, EPA, OSHA and any other laws that may apply to them when entering the Airport.
16. The person, corporation, partnership, or other shall, at a minimum, apply risk management best practices accepted by their industry.
17. The Jasper County Council reserves the right to amend these minimum standards for insurance at any time, based on the increase in legal liability exposures and the availability of insurance coverages and limits.

**Independent Mechanic Application
Ridgeland-Claude Dean Airport**

Applicant (Print): _____

Type of Repairs to be performed: Powerplant Airframe Avionic Other _____

The applicant requests approval to conduct repairs of based aircraft.

PERMIT LIMITATIONS:

- a. This Permit may not be assigned or transferred.
- b. This permit shall remain in effect for one (1) year from the date approved by the Airport Manager, unless otherwise suspended, relinquished or revoked sooner.

INFORMATION CHANGES: The Applicant must notify the Airport Manager in writing within ten (10) days of any changes to the information provided on this form.

COMPETENCY: The Applicant certifies that he is the holder of a current FAA A&P certificate for the type of repairs indicated above. Further, the applicant certifies that he will maintain such certificates current throughout the duration of this permit. Failure to do so will constitute immediate revocation of this permit.

INSURANCE: The Applicant certifies that he will maintain throughout the duration of this permit, a minimum of insurance types and levels as outlined in Appendix B above. Failure to do so will constitute immediate revocation of this permit.

MINIMUM STANDARDS: The Applicant certifies that he or she has read and understands the Minimum Standards for Airport Aeronautical Services and acknowledges receipt of a copy of these Minimum Standards.

PERMIT: The permittee understands that he must have his permit on his person at all times when performing repair duties on the Airport and must present it if so requested.

The undersigned certifies he/she is authorized to sign this application and shall comply with all the provisions of the Airport Minimum Standards.

Signature

Date Signed

Print Name

-

APPENDIX C INDEPENDENT MECHANIC

**Independent Mechanic Permit
Ridgeland-Claude Dean Airport**

This certifies that _____, having paid the required fee and having provided proof of appropriate FAA licenses and certifications for performing: airframe/ powerplant/avionics (circle the applicable choice/choices), and having provided proof of insurance of the type(s) and levels required by the Minimum Standards for Airport Aeronautical Services, is hereby issued a Permit to perform those activities at the Ridgeland-Claude Dean Airport for one year from the below date.

Signed,

Airport Manager

Date: _____

APPENDIX D ANNUAL NON-COMMERCIAL SELF – FUELING PERMIT

Individual Aircraft Owner Non Aeronautical Service Ridgeland-Claude Dean Airport

Self-fueling is the dispensing of fuel into an aircraft by the owner from equipment provided by the owner and is a permitted right under FAA grant assurances. The County is charged with the responsibility to protect the public welfare of those authorized to utilize the airport and hereby establishes the following requirements as they pertain to all individual non-commercial, non- aeronautical service users desiring to self-fuel their own aircraft using automotive gasoline (Mogas) in lieu of aviation gasoline (Avgas) or self-fueling with Avgas from off-Airport. All individual aircraft owner, non- aeronautical service self-fueling operations on the Airport will be governed by a Permit issued by the Airport Manager. This Permit is for self-fueling of based aircraft owned by or leased by the Applicant. This Permit is not required for fuel dispensed from a FBO or use of a self-service pump located on the Airport.

Permit Cost is \$25.00.

Aircraft Type and N Number: _____

Aircraft Storage Location/Hanger: _____

Fuel to be Dispensed: _____ **Mogas** _____ **Avgas**

Self – Fueling Permit Limitations:

- 1) Applicant must be a tenant on Airport and the aircraft must be based at the Airport.
- 2) This permit may not be sold, conveyed, transferred or assigned. The Applicant must provide evidence of ownership, such as FAA aircraft registration certificate, or exclusive written lease agreement for every aircraft needing self-fueling.
- 3) Applicant shall not dispense or permit the dispensing of fuels into aircraft not owned or leased by the Applicant. Any dispensing of fuel to aircraft not on the approved Non-commercial Self-fueling Permit or using personnel not employed by the Applicant shall be grounds for revocation.
- 4) The Applicant certifies that the personnel engaged in self-fueling are properly trained in aircraft fueling, fuel handling and associated safety procedures, and will conform to the best practices of such operations.
- 5) The Applicant understands that refueling equipment and refueling methods are subject to inspection and approval by the Fire Chief or designee using acceptable principles or test by national authorities or industry-accepted organizations (NFPA).
- 6) The maximum container size used for the transport and storage of **Mogas** or **Avgas** on or about the Airport shall not exceed five (5) gallons unless otherwise approved by the Fire Chief or designee.

- 7) No more than five (5) gallons of fuel in an approved fuel container shall be stored in any building or structure on the Airport at any time.
- 8) Refueling/defueling of aircraft in a hanger or building is strictly prohibited.
- 9) For fuel containers exceeding five (5) gallons, hand or power pumps shall be used to transfer fuel from its storage container into the aircraft.
- 10) The transfer of fuel from the gas tank of a ground based vehicle is not permitted.
- 11) The transportation of **Mogas** or **Avgas** onto or off of the Airport must be conducted in accordance with accepted industry standards outlined in NFPA 407 and applicable local Code.
- 12) The dispensing of **Mogas** or **Avgas** must meet all applicable Airport, State of South Carolina and Federal regulations, including Federal Aviation Administration (FAA) Advisory Circulars, as well as American Standard Testing Method (ASTM) D-910 for AvGas and D-430-58 for Mogas; which shall be determined at the time of delivery into the aircraft or ultralight vehicle, and NFPA.
- 13) The Applicant certifies that he or she has read and understands the Airport Rules and Regulations regarding fueling activity and acknowledges receipt of a copy of these Rules and Regulations.
Initial(s): _____

The undersigned certifies that he or she is authorized execute this Permit and shall comply with all the provisions of the Airport Rules and Regulations.

Applicant Signature: _____ Date: _____

Printed Name: _____

Applicant Signature: _____ Date: _____

Printed Name: _____

Witness: _____

APPROVED: _____

Date: _____

Evidence of Aircraft Ownership or Lease Agreement Attached

Permit Fee Submitted: _____

Check# _____

MINIMUM STANDARDS FOR AIRCRAFT HANGAR CONSTRUCTION

RIDGELAND – CLAUDE DEAN AIRPORT

May 10, 2019

RIDGELAND, SOUTH CAROLINA





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SECTION 1.1 PURPOSES

The purposes of these Construction Standards are to:

- ✓ Insure design and construction of consistent, high quality infrastructure
- ✓ Protect and enhance airport investment

SECTION 1.2 OBJECTIVES

BRANDING – to project aesthetic continuity

ECONOMIC – to protect property values and encourage investment

ENVIRONMENTAL – to minimize adverse impact upon the ecosystem

SAFETY – to provide secure storage of aircraft and safe working environment

VISUAL – to promote architectural and landscape design

SECTION 1.3 GENERAL PROVISIONS

Permanent structures may not be constructed on airport property, unless first approved for conformance to:

- A. Current Airport Layout Plan (ALP);
- B. Airport Building Restriction Lines (BRL) and height restrictions;
- C. Non-interference with Airport or Federal Aviation Administration (FAA) radio/guidance equipment;
- D. Minimum Standards for Aeronautical Services;
- E. Minimum Standards for Aircraft Hangar Construction;
- F. Access to the proposed building, including any required easements, roads or private taxi lanes;
- G. Ground lease approved by the County Administrator, or an approved sub-lease with an existing authorized tenant of the Airport.
- H. Proper filing of FAA Form 7460-1 (Notice of Proposed Construction or Alteration) with the FAA; along with copies to the Airport Manager.

SECTION 1.4 GENERAL APPROVAL PROCESS

The following information is a guide for constructing a new hangar or substantial alteration of an existing hangar or other building type at the Ridgeland – Claude Dean Airport

- 1) Meet with the Airport Manager to discuss proposed development or for general inquiry.
- 2) If the hangar(s) will be used for the provision of aeronautical services; excluding private hangar and corporate hangars used to store the owners aircraft exclusively, the applicant must submit a Business Plan to the Airport Manager for approval by the County Administrator.
- 3) Submit a FAA Form 7460 – 1 (Notice of Proposed Construction or Alteration) to the FAA Atlanta District Office for approval; along with a copy to the Airport Manager.
- 4) New hangars or alterations to existing hangars require a building permit from the Jasper County Building Official and approval from the Jasper County Fire Marshal.
- 5) Submit a copy of the approved FAA Form 7460-1 (Notice of Proposed Construction or Alteration) and approved building permits from the Jasper County Building Official and approval letter from the Jasper County Fire Marshal to Airport Manager for ground lease preparation.
- 6) Upon approval of the ground lease by the County Administrator, the applicant will receive a Notice to Proceed with construction.

The construction Notice to Proceed shall be based upon the applicant's understanding that he/she shall be required to adhere to the ***"Minimum Standards for Aeronautical Services"***.

The construction Notice to Proceed shall be based upon the applicant's understanding that he/she shall be required to adhere to the ***"Minimum Standards for Aircraft Hangar Construction"***.

SECTION 1.5 SPECIFIC APPROVAL PROCESS

These standards shall apply to all properties depicted in the Airport Layout Plan (ALP) and are in addition to any other jurisdictional requirements including but not limited to zoning, building codes and land development regulations of Jasper County, South Carolina.

- 1) Copies of all structural plans, site plans, and material specifications developed by a State of South Carolina licensed architect and/or engineer shall be provided to the Jasper County Building Official for review and approval, and upon such approval shall become property of the Airport;
- 2) The Jasper County Building Official and Jasper County Fire Marshal or designated agent shall make frequent inspections during construction of any approved building.

No changes to, or variations from approved plans and specifications shall be permitted, unless prior written approval by the County Administrator, Jasper County Building Official and Jasper County Fire Marshal;

- 3) Construction of an approved structure or material component thereof shall not begin until the following documents or proofs have been submitted and approved by the County Administrator:
 - a) Contractor's Comprehensive General Liability Insurance in an amount not less than defined in Minimum Standards for Aeronautical Services;
 - b) Contractor's Workers Compensation Insurance not less than defined by applicable State of South Carolina statute.
 - c) Contractor's Comprehensive Property Damage Insurance not less than defined in Minimum Standards for Aeronautical Services;
 - d) Performance, Material and Labor Payment Bond that equals the value of the proposed project.
- 4) Erection or siting temporary buildings must be approved, in writing, by the County Administrator, Jasper County Building Official, and Jasper County Fire Marshal for type, use, design and location on an individual basis for a specified term and that removal of temporary buildings will be done at the Lessee's expense, within twenty-one (21) calendar days of the end of the approved term.
- 5) Failure by the Lessee to comply with Airport requirements or failure to complete a construction project according to the approved plans and specifications shall be cause for the County Administrator to revoke any ground lease with the Lessee of the project and require that any and all applicable structures be removed from Airport property.

In addition to the forgoing remedies, the Jasper County Council shall retain all other remedies provided by the lease term or provided by law.

CHAPTER II MINIMUM CONSTRUCTION STANDARDS

SECTION 2.1 MINIMUM CONSTRUCTION STANDARDS

1) General Requirements

- A. This general section requires permits for building, plumbing, mechanical, HVAC, fire and electrical.
- B. All structures shall be designed and constructed in accordance with the building, plumbing, mechanical, HVAC and electrical codes as adopted by Jasper County, South Carolina.
- C. All plans must be approved by all required local or state building inspection offices and all permits must be obtained prior to construction.
- D. All electrical, plumbing, mechanical, HVAC, fire and electrical or any other work that are governed by Federal, State or local licensing regulations will be performed only by individuals or companies so licensed.
- E. All construction shall be in compliance with all applicable zoning regulations, FAA regulations, and other regulations issued by agencies having jurisdiction over work within the scope of these standards.
- F. The Jasper County Building Official and the Airport Manager must approve the schedule for all work and the approved schedule shall become binding upon the applicants unless a schedule revision has received written approval by the Jasper County Building Official and Airport Manager.

2) Special Requirements

The following are emphasized to promote safety, insurability of structures on airport properties and to maintain the value of all airport properties.

- A. **Footings and Foundations:** Soil tests shall be performed at the location of any proposed structure and the design of the footing and foundation based on the results. Copies of the design and test results bearing the seal of a registered architect or engineer shall be submitted to the Jasper County Building Official.
- B. **Structural Strength and Materials:** The Building Code currently adopted by Jasper County shall apply as to allowable materials and structural strength for the structural class or types as determined by use, seismic zone, wind and/or snow loads.
- C. **Fire Rating:** The fire ratings of structures used for the storage of aircraft, and flammable or hazardous materials shall comply with the Building Code and any Federal, State or local fire codes and are subject to the approval of Jasper County Fire Marshal.

3) Framing

All framing shall be metal composition and meet building code specifications.

4) Exterior

- A. All exterior surfaces must be pre-finished aluminum, steel, Concrete Masonry Unit (CMU) or concrete construction. No painted wood or other material may be used. No galvanized metal shall be used on any exterior surface.
- B. The minimum gauge steel used for roofing shall be twenty-six (26) and shall be factory finished in a color approved by the Airport Commission and warranted by the manufacturer as to color fastness for twenty (20) year minimum.
- C. No wood or wood composite siding or composite roofing shall be allowed.
- D. No flat roofs shall be allowed.

5) Aesthetics

The Ridgeland – Claude Dean Airport strives to achieve a pleasing aesthetic quality in the colors, design, uniformity, and structure of any new hangars developed on the Airport.

All exterior material compositions and color charts must be submitted to the Airport Manager for approval before construction. The Airport Manager can reject distasteful designs and color schemes at his/her discretion. Standard colors for wall panel, roof and wainscot or trim will be identified and registered with the Airport Manager.

- A. Wall Panel Colors acceptable shall include earth-tone tertiary colors:
Beige, Tan, Salmon, Ivory, Light Stone, Sand Gold, Ash Gray, Light Blue, Copper Penny and Sage Green
- B. Wall Panel Colors not acceptable shall include primary and secondary colors:
Pink, Black, Brown, Yellow, Blue, Green, Purple, Gray, Maroon, Snow White, Navy Blue and Charcoal
- C. Roof color, wall panel color and wainscot or trim color shall be solid color with no patterns.
- D. Where concrete masonry unit (CMU), poured in place or preformed concrete walls are used, the exterior shall be sealed and stained in an above approved color.
- E. All signage on hangars and leased property must have prior approval from the Airport Manager.

6) Floor and Ramp Construction

- A. All hangar floors must be constructed of concrete having a minimum of five (5) inch thickness or as approved and shall include Fibermesh reinforcement of a type approved by the Jasper County Building Official.
- B. Ramps/Aprons shall be concrete construction having a minimum eight (8) inch thickness p-209 compacted road base and minimum five and a half (5 ½) inch, 4,000 psi concrete with Fibermesh reinforcement of a type approved by the Jasper County Building Official.
- C. Ramps/Aprons shall be constructed as wide as the hangar width.
- D. Copies of the design and test results bearing the seal of a South Carolina registered architect or engineer shall be submitted to the Jasper County Building Official. A stiff broom finish shall be required on exterior ramps.

7) Doors

Bi-fold, hydraulic and sliding doors that do not block access to adjacent hangars may be used. Sliding doors shall not extend past the building corners when in the open position and shall not have outrigger column supports. Stack door shall not be used. All pedestrian doors must be pre-finished metal construction.

8) Drainage

The gradient of the finished floor of any proposed structure and the surrounding surfaces shall provide for positive flow of water into the airport stormwater system. In areas where no stormwater system exists, the Jasper County Building Official may require the installation of inlet and pipe designed for anticipated maximum flow and loading to be installed and attached to the existing stormwater system. An approved system of oil/water separators may be required to prevent contamination of surface or groundwater resources.

9) Surface Erosion

A rain gutter, eavesthrough or surface water channel shall be installed on or adjacent to all buildings as a component of the building rainwater discharge system to prevent surface erosion.

10) Landscaping

The Airport Manager may require landscaping; dependent upon structure location. All plans for landscaping shall be subject to approval by the Airport Manager. Trees shall not be planted; as they tend to attract birds.

Reference: FAA Advisory Circular (AC) 150/5200-33C Hazardous Wildlife Attractants on or Near Airports

11) Utilities

- A. Connection to electric, gas, water, sanitary sewer, telephone and wireless shall be the responsibility of the Lessee. All new electric, cable TV, internet and telephone lines shall be placed underground. Upon completion of construction, a plot plan showing the exact location of all Lessee installed utilities shall be provided to the Jasper County Planning & Building Department and the Town of Ridgeland Water & Sewer Department.
- B. No trenching or excavation shall begin until all pipes and lines in the area have been located. Utility companies shall be contacted for line locates by the Lessee. The Lessee shall be responsible for any damage to existing utilities or communication lines.
- C. Aviation repair and paint facilities, dealerships, fuel farms, equipment degreasing areas, and other facilities generating wastewater with oil and grease content shall be required to pre-treat these waters before discharging to the Town of Ridgeland sanitary sewer system. Pre-treatment requires an oil/water separator be installed and maintained on site.
- D. Oil/water separators shall be commercially manufactured and sized for the intended discharge rates for the facility where installed.

Reference: FAA Advisory Circular (AC) 150/5320-15A Management of Airport Industrial Waste

12) Access

The Lessee will be required to construct paved access road, parking lot ramp/apron, and taxi lane to provide access to the structure. Plans for all structures shall be submitted to the Jasper County Building Official, and Jasper County Fire Marshal for approval. Sidewalks and walkways connecting doorways to parking areas are required at each conventional hangar.

13) Clean Up and Reclamation

A covered dumpster or other appropriate covered receptacle shall be on site prior to construction and shall remain on site to be used for all waste materials until construction is complete.

All areas disturbed during hangar construction, including utility trenches, must be cleaned up, compacted and covered with topsoil and compacted again. The entire area shall then be covered with sod or re-seeded by the Lessee with a grass mixture.

All areas around the hangar, apron, and ramp must be back-filled in a manner allowing the mowing over the edges of ramps and adjacent buildings.

14) Hangar Size

A. T-hangar Building Dimensions (Full Nested)

All-metal 12 unit T-hangar dimensions include building and hangar doors, which shall be a completely integrated system to the following dimensions:

Hangar Feature	Minimum	Maximum
Clear door width - minimum (ft)	42	48
Overall building length (ft)	273	312
Overall building width	50	58
Stall Depth (ft)	32	38
Clear door height (open position) minimum (ft)	12	14' - 0"
Clear tail width - minimum (ft)	21	24

All T-hangars will have, at a minimum, paved concrete interior floors and paved asphaltic concrete or concrete aprons and taxi lanes to their units with sufficient width and clearance from other buildings as recommended by FAA planning guidelines. Automobile parking inside T-hangars is permitted when the occupying aircraft is in use.

B. Conventional Hangar Building Dimensions

Minimum conventional hangar size shall be 50 feet by 40 feet. Larger hangar sizes may be constructed and are encouraged, but all hangars must first be as depicted on the Airport Layout Plan and approved by the Airport Manager, Jasper County Building Official and Jasper County Fire Marshal. All hangars must conform to applicable Jasper County construction and fire code requirements.

Conventional hangars must have common design elements which include:

- i. Steel construction for all columns, braces, rafters and rods.
- ii. Metal siding and roofing.
- iii. Bi-fold, hydraulic or sliding doors.
- iv. Clear-span interior construction and concrete floors.

Hangar apron shall be equal to the width of the hangar floor, may be asphaltic concrete or concrete, and must connect to the existing taxi ways or constructed taxi lanes.

Paved asphaltic concrete or concrete automobile parking spaces shall be provided, based upon the size and expected occupancy of the proposed hangar. (Rule of thumb includes one parking space for each employee and one space for each 250 square feet of office space).

Automobile parking inside conventional hangars is permitted when the occupying aircraft are in use.

Additional restrictions or requirements may be imposed by Jasper County Council when, in their judgement, such restrictions or requirements are necessary to insure safety, airport operations, aesthetics, or property value.

SECTION 2.2 NOTICE TO PROCEED

When satisfied that all provisions of this directive have been, or will be fulfilled, the County Administrator will issue a letter notifying the Lessee to proceed with the approved construction. All materials will be shared with the appropriate Town of Ridgeland/Jasper County departments.

Any loss incurred due to work performed, material purchased, or subleases signed by the Lessee prior to receipt of Notice to Proceed shall be the Lessee's responsibility.

SECTION 2.3 CLOSEOUT

The hangar construction project shall be deemed complete after:

- 1) Final building inspections completed and approved by the Jasper County Building Official and Jasper County Fire Marshal;
- 2) All other permits obtained and fees paid;
- 3) Certificate of Occupancy issued by Jasper County;
- 4) Lessee files FAA Form 7460 – 2 Notice of Actual Construction or Alteration;
- 5) Lessee submits to Airport Manager a copy of the approved FAA Form 7460 – 2 Notice of Actual Construction or Alteration.

**STATE OF SOUTH CAROLINA
COUNTY OF JASPER**

ORDINANCE #2019-__

**AN ORDINANCE
OF JASPER COUNTY COUNCIL**

To amend the Jasper County Code of Ordinances, Chapter 2, Article II, Division 3, *Standing Committees*, being codified as Section 2-56 through 2-60.

WHEREAS, the Jasper County Code of Ordinances was previously amended by adding a new Division 3 pursuant to ordinance 17, adopted June 2, 2008, so as to provide for a system of standing committees comprised of Council Members, but the last several Councils have determined the business delegated to the standing committees was better suited to be addressed by the Council as a whole, and therefore the committee system has not been utilized; and

WHEREAS, it is the desire of Council to conform the Code of Ordinances to the immediate past and present practices of the Council by removing the system of standing committees, and providing in its stead a system by which *ad hoc* committees may be appointed as the need arises, with the general business of the County being assigned to the Council as a whole;

NOW THEREFORE BE IT ORDAINED by the Jasper County Council in council duly assembled and by the authority of the same:

Section 1. The Jasper County Code of Ordinances, Chapter 2, Article II, Division 3, *Standing Committees*, being codified as Section 2-56 through 2-60, is amended by renaming the Division “Committees”, and deleting Sections 2-56 through 2-60, and replacing those sections with the following:

Section 2-56. Ad Hoc Committees.

There are no standing committees composed of Council Members; generally, the Council meets and discuss matters as a whole. Ad Hoc Committees are created to address specific (or short term) issues and are

intended to be in place for a limited duration. Ad Hoc Committees are created by the Chair of Council, or upon vote of the Council, and are terminated by completion of the task assigned to the committee or vote of the Council.

Section 2-57. Objectives and Duties.

Objectives, duties, number of members and expected duration for each Ad Hoc Committee shall be specified at the time the committee is created. If three or more members are appointed to an Ad Hoc Committee, the Chair of County Council shall appoint a Chairperson and a Vice Chairperson of the Committee who shall serve in such capacity until the committee is terminated. The presiding officer of the committee has the responsibility and authority to ensure that meetings are conducted in an orderly and business-like manner.

Section 2-58. Member Composition and Terms; replacement.

The Council Chair shall appoint Ad Hoc Committee members, taking into account the advice and interests of the various Council Members. Ad Hoc Committee members serve until the tasks assigned to the Ad Hoc Committee are completed. However, an Ad Hoc Committee member may be replaced at the Council Chair's discretion if a member; 1) resigns from Council, is not re-elected and therefore cannot finish the business of the committee within the time allotted to the committee to complete its task, 2) is absent from two or more consecutive meetings without giving adequate notification to the Committee Chair or Council Chair, or 3) otherwise appears unable to fulfill their obligations as a Committee member.

Section 2-59. Meetings.

The committee shall meet at the request of the Council Chair or Committee Chair as often as necessary to fulfill their responsibilities.

Section 2-60. Compliance with Freedom of Information Act requirements.

Any Ad Hoc Committee is subject to the requirements of the South Carolina Freedom of Information Act, and notice of meetings shall be duly posted, open to the public, and minutes kept of the proceedings.

Section 2. Severability.

If any section, clause, paragraph, sentence or phrase of this ordinance shall, for any reason, be held to be invalid or unconstitutional, such invalid section, clause, paragraph, sentence or phrase is hereby declared to be severable; and any such invalid or unconstitutional section, clause, paragraph, sentence or phrase shall in no way affect the remainder of this ordinance; and it is hereby declared to be the intention of the County Council that the remainder of this ordinance would have been passed notwithstanding the invalidity or unconstitutionality of any section, clause, paragraph, sentence or phrase thereof.

Section 3. This Ordinance shall take effect upon approval by Council.

D.T. Johnson, Jr.
Chairman

ATTEST:

Judith M. Frank
Clerk to Council

ORDINANCE: 19-__

First Reading: _____
Second Reading: _____
Public Hearing: _____
Adopted: _____

Reviewed for form and draftsmanship by the Jasper County Attorney.

David Tedder

Date