



## CITY COUNCIL TRANSMITTAL

  
Lisa Shaffer (Mar 8, 2023 10:16 MST)


Lisa Shaffer, Chief Administrative Officer

Date Received: 03/08/2023

Date Sent to Council: 03/08/2023

TO: Salt Lake City Council  
Darin Mano, Chair

DATE: March 6, 2023

FROM:  Bill Wyatt, Executive Director, Department of Airports

SUBJECT: Title 16: Aviation Update

STAFF CONTACTS: Shane Andreasen, Director of Administration and Commercial Services

DOCUMENT TYPE: Ordinance

RECOMMENDATION: Adopt ordinance

BUDGET IMPACT: No impact

### BACKGROUND/DISCUSSION:

#### I. Background

Title 16 contains City ordinances related to the management and operation of the Salt Lake City International Airport ("Airport"), the South Valley Regional Airport ("SVRA") and Tooele Valley Airport ("TVY") (collectively, the "Airport System"). Although limited provisions of Title 16 have been amended from time-to-time, it is in need of a complete overhaul to bring it current with the new Airport System facilities, general changes in the aviation industry, and federal regulations. Some language is also redundant and already found in federal regulations or the Department of Airports' Rules and Regulations. When the regulations change, there could be potential conflicts with City Code. For example, much of the language in Chapter 16.16 - General Flight Regulations 16.16, is regulated, imposed and enforced by the Federal Aviation Administration ("FAA"), so removing it from City Code is practicable.

Amending Title 16 will also allow the Administration, through the Department of Airports, to be more flexible in responding to changes in the aviation industry by updating the requirements for different classifications of commercial aeronautical service operators, known as "Minimum Standards," and by removing them from Title 16 and adopting new Minimum Standards documents for the Airport System. This is a best practice in the airport industry and encouraged by the FAA to



prevent any claims of unjust discrimination against users trying to access the Airport System. The new Minimum Standards establish a uniform playing field to access the Airport System, modernize the requirements for conducting commercial aeronautical services at the Airport System, and ensure services offered to the public are sufficient, safe, and efficient. As required by the FAA, and standard practice by the Department of Airports, the Minimum Standards are and must remain reasonable and not unjustly discriminate.

## **II. Public Involvement**

In mid-2021, the Department of Airports initiated the process to update Title 16, which included several internal meetings with all internal stakeholders at the Airport System. Stakeholders reviewed and edited relevant sections of Title 16 and met multiple times to discuss necessary changes to streamline readability and remove redundancy. The Department of Airports also consulted with a team of aviation specialists to draft a new Minimum Standards documents to ensure the new standards mirror best practices in the airport industry. Some of the specialists include RS&H and Aeroplex, who are experts in the aviation industry.

After creating an initial draft, the Department of Airports sought and received input from tenants such as the Fixed Base Operators (“FBOs”) at the Airport, operators such as Skydive Utah operating from the TVY, and the FAA. The new Minimum Standards documents include changes based on input received.

The Department of Airports briefed and solicited input from the Salt Lake City Airport Advisory Board and the West Jordan Airport board on March 15, 2023, on these updates to Title 16 and the new Minimum Standards documents.

## **III. Key Revisions to Title 16**

Revisions to Title 16 consist largely of four categories: (1) removal of language regulated by the FAA, or that is better managed through the Department of Airports’ Rules and Regulations; (2) creation of a standalone Commercial Aeronautical Minimum Standards documents; (3) removal of the majority of ordinances regulating ground transportation businesses (“GT”) to consolidate those regulations into one Chapter 5.71; and, (4) general updating.

### **A. Removal of Redundant Regulations**

Many areas regulated by Title 16 are controlled and regulated by the FAA, which means that City Code can easily become outdated or conflict with federal regulations. Updates include removal of the following items from Title 16:

1. Aircraft Registration
2. Flight Commercial Requirements
3. Traffic Rules for Flight Operations





4. Reckless Aircraft Operation
5. Accident Reporting Requirements
6. Aircraft Taxiing, Crossing Runways and Clearance
7. Takeoff and Landing Procedures

Other regulations in Title 16 are better addressed through the Department of Airport's Rules and Regulations ("Rules and Regulations"), which are publicly available to all Airport System users on the Department of Airport's public website.<sup>1</sup> The Rules and Regulations are technical topics that can change from time-to-time to meet operational needs; therefore, having them in one document that affords flexibility is key. Updates include removal of the following language from Title 16:

1. Aircraft Engine Startup Safety
2. Commercial Activities Requiring Authorization
3. Security, Keys and Access
4. Aircraft Repairs and Fueling
5. Advertising, Graphics Standards and Photography
6. Animals in the Airport
7. Aircraft Parking
8. Permitted Uses and Restrictions in Leased Space
9. Aircraft and Vehicle Fueling

## **B. Commercial Aeronautical Minimum Standards Documents Creation**

Best practices at airports across the country are to have separate documents for regulating Commercial Aeronautical activities. By removing these topics from Title 16, staff has the flexibility to respond to ongoing changes in the aviation industry and treat all similarly situated operators the same. These documents are also more user friendly for the public and those wishing to conduct commercial aeronautical activities at the system of airports. Updates include:

1. Removal of Aeronautical Business Requirements by Operator Type
2. Removal of the Majority of Mandatory Lease Clauses
3. Creation of Minimum Standards for the Airport System as stand-alone documents

## **C. Consolidation of Ground Transportation Ordinances into Chapter 5.71**

Chapters 5.71, 5.72, and 5.76 relate to regulation of GT businesses in the City, as does Article II of Title 16. Some of the language is identical and therefore unnecessary. For ease of use and to eliminate confusion by the public, the Department of Airports recommends placing the

---

<sup>1</sup> <https://slcairport.com/business-services/rules-and-regulations/>



bulk of GT-related regulation in Title 5.71. Updates include:

1. Removal of all identical GT regulations from title 16 and consolidate in Chapter 5.71
2. Streamline GT regulations in Title 16 to address specific areas of regulation at the Airport System

#### **D. General Updating**

It has been many years since Title 16 was updated; therefore, simple issues like updating the name of South Valley Regional Airport (was Airport II) is necessary. Also, fees change every year, and the methodology has changed compared to existing Title 16 language; therefore, removing this language altogether and deferring to executed agreements with the airlines, cargo, and service providers is necessary. Updates include:

1. Correction of Airport Names in the Airport System
2. Removal of Outdated Property Boundaries
3. Removal of Airline, Cargo, and Airline Service Provider Fees Language

#### **IV. Conclusion**

Updates to Title 16 have been necessary for quite some time. Making the revisions outlined in this transmittal allows greater transparency and ease of use for the public and allows the Department of Airports to better respond to changes in the aviation industry, especially in the area of Minimum Standards. This update also eliminates redundancy found in federal and Rules and Regulations while keeping the rest of Title 16 intact. These changes will result in a much more user-friendly approach to commercial aeronautical development at the Airport System and simplify City Code by consolidating relevant GT regulation in one place.

#### **ATTACHMENTS:**

**Exhibit A:** Proposed Ordinance

**Exhibit B:** Existing Title 16

**Exhibit C:** Minimum Standards for Commercial Aeronautical Activities at SLC

**Exhibit D:** Minimum Standards for Commercial Aeronautical Activities at U42 and TVY



# LEGISLATIVE DRAFT

## SALT LAKE CITY ORDINANCE

No. \_\_\_\_\_ of 2023

(An ordinance repealing and replacing Title 16 of the Salt Lake City Code,  
pertaining to Airports.)

WHEREAS, Salt Lake City is constructing and has begun operation of the new Salt Lake  
City International Airport (“Airport”); and

WHEREAS, the aviation industry has grown and advanced in Utah, and management of  
aviation-related operations at the Airport and other two airports owned and operated by the City,  
has changed to accommodate such growth; and

WHEREAS, there have been significant market changes in aviation; and

WHEREAS, multiple provisions of Title 16 of Salt Lake City Code no longer align with  
the City’s new facilities and operational needs; and

WHEREAS, at its March 15, 2023, meeting of the Airport Advisory Board, the Board  
reviewed the ordinance; and

WHEREAS, after a public hearing on this matter, the Salt Lake City Council has  
determined that adopting this ordinance is in the City’s best interests.

NOW, THEREFORE, be it ordained by the City Council of Salt Lake City, Utah that:

**SECTION 1.** Title 16 of the Salt Lake City Code, regarding Airports, is hereby repealed  
and Title 16 contained herein shall be enacted as follows:

## **TITLE 16 AIRPORTS**

Definitions and General Regulations: 16.10

General Flight Regulations: 16.20

Commercial Aeronautical Activity; Leasing Airport Property: 16.30

Motor Vehicle Operations: 16.40

Violation, Penalty and Enforcement: 16.50

# LEGISLATIVE DRAFT

## CHAPTER 16.10

### DEFINITIONS AND GENERAL REGULATIONS

16.10.010: Definitions

16.10.020: Purpose

16.10.030: Authority to Establish Rules and Regulations and Minimum Standards

16.10.040: All Rules, Regulations, and Minimum Standards Applicable to the Airport System

16.10.050: Revocation of Use Privilege

16.10.060: Commercial Activities; Permit Requirements

16.10.070: Use of Airport Property; Risk and Liability; Implied Agreement

16.10.080: No Pre-Emption

16.10.090: Payment of Rents, Fees, and Charges

16.10.100: Customer Facility Charge

16.10.110: Funds, Disposition, and Accounting

16.10.120: Hunting and Shooting Prohibited

16.10.130: Use of Roadways and Walks

#### **16.10.010: DEFINITIONS:**

The following words and phrases, whenever used in this title, shall be defined as provided in this title unless a different meaning is specifically or more particularly described.

ADVANCED AIRCRAFT MOBILITY SYSTEM: “Advanced Aircraft Mobility System” means a system that transports individuals and property using piloted and unpiloted aircraft, including electric aircraft and electric vertical takeoff and landing aircraft, in controlled or uncontrolled airspace, and includes each component of such system.

AERONAUTICAL ACTIVITY: Any activity or service that makes possible, facilitates, is related to, assists in, or is required for the operation of aircraft or another aeronautical activity that contributes to or is required for the safety of such operations. The following activities, without limitation, that are commonly conducted on airports are considered aeronautical activities within this definition: aircraft charter, pilot training, aircraft rental, sightseeing aerial photography, aerial spraying and agricultural aviation services, aerial advertising, aerial surveying, air carrier operations (passenger and air cargo), aircraft sales and service, sale of aviation fuel and oil, aircraft maintenance, sale of aircraft parts, and any other activity which, in the sole judgement of the Department of Airports, because of its direct relationship to the operation of aircraft or the Airport System, can be appropriately regarded as an aeronautical activity.

AIRCRAFT: “Aircraft” means a device that is used or intended to be used for flight in the air. See 14 CFR § 1.1.

AIRCRAFT OPERATIONS: “Aircraft Operations” means an aircraft arrival at or departure from the Airport System, with or without FAA airport traffic control service.



# LEGISLATIVE DRAFT

AIRPORT SYSTEM: “Airport System” means all property owned and operated by the City and controlled through its Department of Airports, including the Salt Lake City International Airport, and any regional or reliever airport owned by the City as applicable, as the property now exists or as may hereafter be expanded or improved, together with all the appurtenant facilities, and includes all areas shown in the FAA-approved airport layout plans.

AIR OPERATIONS AREA: The “Air Operations Area” (AOA) means any area of the Airport System used or intended to be used for the landing, takeoff, or surface maneuvering of aircraft, including all movement areas, runways, taxiways, and apron areas where aircraft are parked, services, refueled, loaded with cargo, or accessed by passengers, including the areas surrounding hangars, navigation equipment and communication facilities.

BUSINESS: A voluntary association formed and organized to carry on a business in the legal name of the association, including, without limitation, a corporation, limited liability company, partnership, or sole proprietorship.

CITY: “City” means and has reference to Salt Lake City Corporation, a municipal corporation of the state of Utah.

COMMERCIAL: That which promotes or makes possible earnings, income, revenue, compensation, profits, exchanges (including change of services), trading, buying, hiring, or selling of commodities, goods, services, or tangible or intangible property of any kind, whether such objectives are accomplished or not.

DEPARTMENT: “Department” means the Salt Lake City Department of Airports.

DIRECTOR: “Director” means the duly appointed and qualified department head of the “Department of Airports,” selected and appointed by the Mayor with the recommendation of the Airport Advisory Board and with the advice and consent of the City Council, or designee.

FAA: “FAA” means the Federal Aviation Administration.

FAR: “FAR” means the federal aviation regulations.

GROUND TRANSPORTATION BUSINESS: Any business operating any ground transportation vehicle.

GROUND TRANSPORTATION VEHICLE: Any motor vehicle used for the transportation of persons using Salt Lake City streets for commercial purposes, regardless of whether a fee or fare is collected.

INTERNATIONAL AIRPORT: “International Airport” means the Salt Lake City International Airport, as the property now exists or as may hereafter be expanded or improved, together with all the appurtenant facilities, and includes all areas shown in the FAA-approved airport layout plans.

# LEGISLATIVE DRAFT

LANDING AREA: “Landing area” means the runways, taxiways, intermediate turnoffs, any area of land utilized for an advanced air mobility system, and adjoining areas of the Airport System.

MAYOR: “Mayor” means the duly elected or appointed and qualified chief executive and administrative officer of Salt Lake City, or his/her authorized representative.

MINIMUM STANDARDS: “Minimum Standards” means the standards, directives, policies, and procedures for Commercial Aeronautical Activities applicable to the Airport System as adopted by authority of this title.

MOTOR VEHICLE: “Motor vehicle” means any vehicle propelled by an internal combustion or electric motor.

ON-AIRPORT RENTAL CAR OPERATOR: “On-Airport Rental Car Operator” means an Operator occupying a rental car concession on the premises of the Airport System.

OPERATOR: Persons engaged in commercial or aeronautical activities within the Airport System.

PERSON: “Person” means and includes a natural person, organization, corporation, partnership, company, entity, firm, association or corporation, including any representative thereof.

RAMP: “Ramp” means a paved area of the airport normally used for the parking and taxiing of aircraft.

RULES AND REGULATIONS: “Rules and Regulations” means the standards, directives, policies and procedures applicable to the Airport System as adopted by authority of this title.

VEHICLE: “Vehicle” means a device in, upon or by which any Person or property is or may be propelled, moved, transported, hauled, or drawn upon any roadway within the Airport System.

## **16.10.020: PURPOSE**

This title is enacted to provide for and protect the public health, safety, interest and general welfare, and to regulate the activities and the conduct of business within the Airport System, as authorized by the Aeronautics Act, Utah Code Chapter 72, Title 10, or its successor. The purpose of enacting this title is, within the Airport System, to ensure, safe, efficient, and adequate levels of operations and services, protect against unlicensed and unauthorized products and services, maintain, and enhance the availability of adequate services, promote the orderly development of land, ensure the economic health of providers, and ensure the efficient use and preservation of navigable airspace.

## **16.10.030: AUTHORITY TO ADOPT RULES AND REGULATIONS AND MINIMUM STANDARDS:**



# LEGISLATIVE DRAFT

Subject to approval by the Mayor, and consistent with other applicable provisions of this code, the Director shall have the power and authority to adopt Rules and Regulations and Minimum Standards applicable to the Airport System for the following purposes:

- A. To regulate the development, construction, use, occupancy, management, security, control, operation, care, repair and maintenance of all land, structures and facilities within the Airport System;
- B. To establish and set rates, fees and charges as shall be necessary to meet the needs for operating the Airport System;
- C. To establish reasonable time, place and manner guidelines for the exercise of First Amendment rights;
- D. To regulate the operation of passenger and vehicle traffic, ground transportation and Ground Transportation Businesses, and parking facilities;
- E. To promote the public health, safety, interest, and general welfare;
- F. To regulate all revenue producing commercial activities;
- G. To restrict or prevent any activity or action that would interfere with the safe, orderly, and efficient use of the Airport System by passengers, Operators, tenants, and authorized users;
- H. To allow for enforcement of the Department's Rules and Regulations and Minimum Standards;
- I. Any other purpose as approved by the Mayor.

## **16.10.040: ALL RULES, REGULATIONS AND MINIMUM STANDARDS APPLICABLE TO THE AIRPORT SYSTEM:**

All Persons using the Airport System, whether by permission, invitation, or license, agree to comply with the Department's Rules and Regulations and Minimum Standards. No Person shall commit any violation of this title, the Rules and Regulations and Minimum Standards promulgated hereunder, including all fire protection requirements required under applicable law and this code, or any applicable federal, state, or local law while on the Airport System property.

## **16.10.050: REVOCATION OF USE PRIVILEGE:**

Any Person trespassing on the Airport System, or refusing to comply with this title, the Department's Rules and Regulations and Minimum Standards, or applicable federal, state, or local law, may be directed to leave the Airport System property by a law enforcement officer, the Director, or by any authorized Airport employee, and may be deprived of further use of the Airport System and its facilities. Failure to comply with a direction to leave the Airport System

# LEGISLATIVE DRAFT

property may result in the arrest or citation of the Person for trespass under the Department's Rules and Regulations, and federal, state, and local law.

## **16.10.060: COMMERCIAL ACTIVITIES; PERMIT REQUIREMENTS:**

No Person shall use the Airport System, or any portion thereof, for any Commercial Aeronautical Activity, or any business or revenue producing non-aviation commercial activity, without first obtaining a written contract, permit, license, lease or other form of written authorization from the Department for such activity, in compliance with any applicable Rules and Regulations and Minimum Standards, and paying the established or market rates, as applicable, and charges prescribed for such use. No Person not so authorized shall operate, service or repair aircraft or carry on any business of any nature on the Airport System property. All commercial activities on the Airport System property may be allowed at the sole discretion of the Department for the purpose of promoting the best interests of the Airport System.

## **16.10.070: USE OF AIRPORT PROPERTY; RISK AND LIABILITY; IMPLIED AGREEMENT:**

Any Person causing damage of any kind to the Airport System, or its facilities or improvements, shall be liable for such damage to the City. All Persons using the Airport System, whether by permission, invitation or license, do so at their own risk and shall assume full responsibility for their own acts and omissions, and the acts and omissions of their agents, contractors, employees, guests and, and shall hold harmless, indemnify and defend the City, its officers, board members, departments, representatives, authorized representative(s), employees, affiliates, successors and agents from liability for any loss, damage or injury resulting from their use thereof, including from the claims of others arising out of their use.

## **16.10.080: NO PRE-EMPTION:**

To the extent of any irreconcilable conflict between this title and any federal or state law, the latter shall control. It is not the intent of this title to excuse any Person or Operator from the performance of any obligation they may have under any agreement with the City, whether the agreement is in existence at the time of adopted or entered into thereafter. Such agreements may include requirements, terms or conditions in addition to or more restrictive than the provisions of this title.

## **16.10.090: PAYMENT OF RENTS, FEES, AND CHARGES:**

All Persons using the Airport System shall pay the rents, fees and charges specified by the Department as applicable. Use fees, as determined by the Director, including those set forth in the Salt Lake City consolidated fee schedule, shall be imposed on users of the Airport System, and may include, but is not limited to, fees for: aeronautical services, landing fees, aircraft apron facilities, cargo carrier Ramp use, aircraft parking, in-flight catering, baggage claim facilities, rates and charges, flight training, repair services, exclusive terminal use, and other common and public use facilities. Fuel royalty fees, as determined by the Director, including those set forth in



# LEGISLATIVE DRAFT

the Salt Lake City consolidated fee schedule, shall be imposed on any Person offering aviation fuel for sale within the Airport System.

## **16.10.100: CUSTOMER FACILITY CHARGE:**

A. A customer facility charge (CFC) shall be imposed on each rental transaction day, up to and including a maximum of twelve (12) days per rental contract, for the rental of a vehicle from an On-Airport Rental Car Operator.

B. The Director is authorized to implement and administer the CFC program on behalf of the City, through concession and/or lease contracts or other means, including, without limitation, the Department's Rules and Regulations. CFC revenues may be pre-collected for future use, as specified in this chapter.

C. On-Airport Rental Car Operators shall collect the CFC revenues which shall be held in trust for the benefit of the City. CFC revenues at all times shall be property of the City and the On-Airport Rental Car Operators shall have no ownership or property interest in the CFC revenues.

D. On-Airport Rental Car Operators shall list the CFC as a separate line item described as "customer facility charge" on all customer invoices.

E. On-Airport Rental Car Operators shall segregate, separately account for and disclose all CFC revenues as trust funds in their financial statements and shall maintain adequate records to account for all CFCs charged and collected.

F. On a monthly basis, On-Airport Rental Car Operators shall remit the CFC revenues directly to the Department, which shall be received no later than the last day of the month following the month in which the CFC charges were imposed. On-Airport Rental Car Operators shall submit a monthly transaction report which includes the following: transaction days, a summary of daily business transactions in connection with the Airport System, an accounting of all fees charged to Airport customers in connection with such transactions, and such other information as required by City.

## **16.10.110: FUNDS; DISPOSITION AND ACCOUNTING:**

A. All funds received from fuel, taxes, rentals, concessions, customer facility charges (CFCs), or any other source within the Airport System shall be placed in the airport enterprise funds and kept separate and apart from all other City funds. The collection, accounting, and expenditure of all airport enterprise funds shall be in accordance with existing fiscal policy of the City and consistent with state and federal laws and federal grant assurances.

B. Funds received from customer facility charges (CFCs) shall be used for paying the City's capital costs for construction and improvement of rental car facilities in the Airport System, including costs that support environmental sustainability; paying a pro rata share of City's costs for joint use infrastructure, such as roadways, ready return and quick turnaround areas allocable

# LEGISLATIVE DRAFT

to rental car usage; building reserves for renewal and replacement capital costs; paying common costs of a shuttle bus operation for rental car customers; funding transportation costs and other costs associated with interim operations during construction phasing and relocation of rental car operations; paying the City's costs for infrastructure for future lease areas for a service center, including site prep; funding debt service associated with rental car facilities; or funding City's costs for such other rental car related purposes as the City determines.

## **16.10.120: HUNTING AND SHOOTING PROHIBITED:**

There shall be no hunting or shooting on the Airport System without the express prior written approval of the Director.

## **16.10.130: USE OF ROADWAYS AND SIDEWALKS:**

No person shall hinder or obstruct the use of any roadway or walkway provided for vehicular or pedestrian travel, or otherwise use or occupy the same except in accordance with the ordinary use thereof for the particular class of traffic involved.

## **CHAPTER 16.20 GENERAL FLIGHT REGULATIONS**

16.20.010: Federal, State and Local Law Applicable

16.20.020: Authority to Establish Landing Field

16.20.030: Use of Runways Required

## **16.20.010: FEDERAL, STATE AND LOCAL LAW APPLICABLE:**

No Person shall navigate any Aircraft or conduct any Aircraft Operations on the Airport System property other than in conformity with applicable federal, state, and local law, ordinances, rules and regulations of any kind, including the Department's Rules and Regulations, and Minimum Standards.

## **16.20.020: AUTHORITY TO ESTABLISH LANDING FIELD:**

Unless otherwise provided by law, it is unlawful for any Person to set up or to maintain within the boundary of the City any landing field or landing area for aircraft or advanced air mobility system without the express written permission of the Department. Such landing field or landing area must be designed and installed in accordance with FAA guidance and all applicable zoning regulations, including any FAA and City permitting requirements.

## **16.20.030: USE OF RUNWAYS REQUIRED:**

Landings and takeoffs of Aircraft shall be confined to paved runways or FAA approved landing zones.

# LEGISLATIVE DRAFT

## CHAPTER 16.30

### COMMERCIAL AERONAUTICAL ACTIVITY; LEASING AIRPORT PROPERTY

16.30.010: Commercial Aeronautical Activity Requirements

16.30.020: Mandatory and Minimum Standard Lease Clauses

16.30.030: Security and Bond Requirements

#### **16.30.010: COMMERCIAL AERONAUTICAL ACTIVITY REQUIREMENTS:**

Any Person or Operator engaging in Commercial Aeronautical Activity on or from the Airport System must comply with the applicable Minimum Standards for each specific activity and paying the rates and charges prescribed for such use. No Person or Operator shall operate or engage in Commercial Aeronautical Activity on or from the Airport System without complying with the applicable Minimum Standards for each specific activity.

#### **16.30.020: MANDATORY AND MINIMUM STANDARD LEASE CLAUSES; CONTRACT PROVISIONS:**

In addition to any other provision required under ordinance or other applicable law, all leases or contracts relating to or concerning Commercial Aeronautical Activity on or from the Airport System and all other easements or contracts with the Department of Airports of any kind shall contain the following:

A. Federal Requirements: A lease, easement, or other agreement must include all federally required contract provisions and any provisions required to comply with federal grant assurances; such agreements shall be subordinate to the provisions of any existing or future agreement between the City and the United States, relative to the operation and maintenance of the Airport System, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the Airport System.

B. Assignment of Lease: The City, in its sole discretion, may approve or deny any assignment of a lease or sublease of the City-owned property at the Airport System, or of any other agreement with the City.

C. Indemnification; Insurance: The Department's current indemnification and insurance requirements established under the Rules and Regulations or other Department guidelines shall be included in any lease or other agreement with any contractor, sub-contractor, third party, or Person contracting with the City at or related to the Airport System.

#### **16.30.030: SECURITY AND BOND REQUIREMENTS:**

Prior to the execution of a lease or other agreement and entry upon the premises or other area of the Airport System, the lessee or other Person shall provide to the City a performance bond or letter of credit to the Department in accordance with the Department's Rules and Regulations and other Department guidelines, acceptable to the City Attorney's Office, which shall be held by the City for the term of the lease or other agreement as security for full performance of the

# LEGISLATIVE DRAFT

lessee's or Person's obligations. A lessee or other Person engaged in construction, alteration or improvement on the Airport System shall require any contractor to deliver performance and payment bonds as required under with the Department's Rules and Regulations and other Department guidelines, and applicable law, to the City, which are binding on the parties and that shall remain in full force until such time as the contractor provides a notice of lien waiver to the City.

## CHAPTER 16.40 MOTOR VEHICLE OPERATIONS

### Article I. General Regulations

16.40.010: Compliance with Law

16.40.020: Exemptions from Requirements of this Chapter

16.40.030: Driving Restrictions

16.40.040: Vehicle Ramp Operations

16.40.050: Common Carriers

16.40.060: Reporting Accidents

16.40.070: Prohibited Vehicles and Animals

16.40.080: Parking Vehicles; Impoundment Authorized

### Article II. Ground Transportation Businesses

16.40.090: Purpose

16.40.100: Businesses Authorized to Provide Ground Transportation

16.40.110: Passenger Pick Up Zones

16.40.120: Ground Transportation Fees Required

16.40.130: City Ordinances Applicable to Airport

16.40.140: Staging and Parking of Ground Transportation Vehicles

16.40.150: Sign Requirements

#### 16.40.010: COMPLIANCE WITH LAW:

No Person shall operate or park a Motor Vehicle on the Airport System except in strict compliance with applicable federal, state, and local law, Rules and Regulations and Minimum Standards.

#### 16.40.020: EXEMPTIONS FROM REQUIREMENTS OF THIS CHAPTER:

Vehicles licensed and operated by a government agency, a university or school district, the Utah transit authority, an ambulance service, and others, as may be designated in Rules and Regulations, and others as may be designated by the Director, are exempt from the requirements of this chapter.

#### 16.40.030: DRIVING RESTRICTIONS:

# LEGISLATIVE DRAFT

A. Any Motor Vehicle operated on the AOA as a service vehicle shall display the Department-issued identification sticker and shall also bear company identification visible from fifty feet (50') on both sides of the vehicle.

B. No Person or Vehicle is permitted in, on, or around any secured area, including but not limited to, any hangar, landing field, runway, apron, taxiway, or the AOA, without prior permission from the Director.

C. Motor Vehicles, trucks and other equipment (including airport maintenance and emergency vehicles) operating on any landing area, runway, apron or the AOA shall display a standard checkered flag or flashing amber or red light, as appropriate, if operated at night, or shall be marked in accordance with Federal Aviation Administration regulations or as authorized by the Director and shall not be operated without prior permission of the control tower.

## **16.40.040: VEHICLE RAMP OPERATIONS:**

A. Speed Limits: Motor Vehicles shall be operated on established streets and roadways within the Airport System in strict compliance with posted speed limits. Motor Vehicles shall be operated on the AOA, including any passenger loading ramp, aircraft parking ramp, or in any area immediately adjacent to the terminals or hangars, at a safe and reasonable speed, not to exceed the posted speed limit.

B. Use of Ramp Roadways: Vehicles shall be operated only within the limits of the designated painted roadways on the AOA, except as required to perform aircraft servicing and airfield inspections.

C. Traffic Markings on Paved Surfaces: Vehicle operators shall observe all traffic markings painted on AOA pavement surfaces.

D. Yield Right-of-Way to Aircraft: All Vehicles shall yield right-of-way to any Aircraft when the Aircraft is under tow or has its engines operating. No Vehicle shall proceed past such Aircraft until the Vehicle's progress will not impede the Aircraft's movement. Nothing here shall preclude an agreement to the contrary between the City and the Federal Aviation Administration.

## **16.40.050: REPORTING ACCIDENTS:**

Any Person involved in an accident on the Airport System resulting in personal injury or damage to property shall report the accident promptly to the Department.

## **16.40.060: PROHIBITED VEHICLES AND ANIMALS:**

No motorized or non-motorized go-cart, scooter, skateboard, motorbike, bicycle, horse or horse trailer, or similar vehicle, shall be permitted on the AOA, or hangar area without approval of the Director, except for bicycles that are secured and delivered to an Aircraft for transport, or motorcycles used for surface transportation in a hangar area.



# LEGISLATIVE DRAFT

## **16.40.070: PARKING VEHICLES; IMPOUNDMENT AUTHORIZED:**

No Person shall park any Vehicle on the Airport System in violation of the Rules and Regulations or posted traffic signs and markings or without payment of authorized fees. Any Vehicle parked in violation of Rules and Regulations or posted traffic signs and markings may be impounded or relocated in accordance with state law. The owner of any impounded Vehicle shall pay for the tow charge, regular parking fees, and other penalties and related charges.

## **ARTICLE II. GROUND TRANSPORTATION BUSINESSES**

### **16.40.080: BUSINESSES AUTHORIZED TO PROVIDE GROUND TRANSPORTATION:**

No Person shall operate a ground transportation vehicle on the Airport System unless it is operated as part of an authorized Ground Transportation Business in accordance with title 5, chapter 5.71, or successor provision.

### **16.40.090: PASSENGER PICK UP AND DROP OFF:**

All Persons operating a Ground Transportation Vehicle on the Airport shall pick up and drop off passengers only in areas as designated by the Director. Ground Transportation Vehicles may occupy such area only for the period of time established by the Director.

### **16.40.100: GROUND TRANSPORTATION FEES REQUIRED:**

No Ground Transportation Vehicle or Authorized Ground Transportation Business shall occupy or use the Airport System without paying the required fees as established under this title.

### **16.40.110: CITY ORDINANCES APPLICABLE TO AIRPORT:**

All applicable ordinances set forth in this code, including without limitation title 5 of this code, or its successor, shall apply to the International Airport. With the approval of the Mayor and upon notice to the City Council the Director may waive or temporarily impose restrictions not addressed in this chapter or Department Rules and Regulations if it is determined that circumstances in the City exist that create congestion, security concerns, emergency conditions, or other operational problems, and that a temporary suspension or modification of ordinances is in the best interests of the city to address such circumstances. If the City Council does not act within sixty (60) days to approve or disapprove the action, then the action is deemed approved.

### **16.40.120: STAGING AND PARKING OF GROUND TRANSPORTATION VEHICLES:**

Any use of a staging area, parking facilities, taxi stands, parking areas, traffic lanes or other areas and facilities on the Airport System used by Authorized Ground Transportation Vehicles are subject to Department Rules and Regulations.

### **16.40.130: SIGN REQUIREMENTS:**

# LEGISLATIVE DRAFT

Signs may be posted at the International Airport by authorized Ground Transportation Businesses in accordance with applicable City ordinances, Department contracts, and Department Rules and Regulations.

## **CHAPTER 16.50 VIOLATION, PENALTY AND ENFORCEMENT**

16.50.010: Prohibitive Nature of Regulations

16.50.020: Removal Authorized

16.50.030: Violation; Penalty

16.50.040: Issuance of a Civil Notice of Violation

16.50.050: Civil Penalties, Enforcement and Appeal

16.50.060: Enforcement Procedures; Civil Notice of Ground Transportation Violation

### **16.50.010: PROHIBITIVE NATURE OF REGULATIONS:**

It is a violation of this title for any Person to do any act prohibited by federal, state or local law, and Rules and Regulations, to fail or refuse to do any act required by law, to operate any Vehicle or Aircraft in violation of any provisions of this title, Rules and Regulations or Minimum Standards, or to operate any Vehicle or Aircraft unless such Vehicle or Aircraft is equipped and maintained as provided in this title or other applicable law.

### **16.50.020: REMOVAL AUTHORIZED:**

Any Person operating any Vehicle or Aircraft on the Airport System in violation of this title or other applicable law, or by refusing to comply therewith, may be removed or ejected from the Airport System, and may be deprived of the further use of the Airport System and its facilities for such length of time as may be deemed necessary by the Director to ensure the safe, orderly and efficient use of the Airport System.

### **16.50.030: VIOLATION; PENALTY:**

Except as otherwise provided, any person guilty of violating any provision of this title shall be deemed guilty of a Class B misdemeanor.

### **16.50.040: ISSUANCE OF A CIVIL NOTICE OF VIOLATION:**

A. Every notice issued under this chapter shall be issued in the form of a written civil notice and shall contain a statement that the named party may appeal the imposition of the penalty and provide information regarding the process for appeal.

B. Any driver, Vehicle owner, or Person that violates any provision of this chapter may be named in a civil notice issued by the City and shall be liable for a civil penalty. A violation of any provision of this chapter by any driver or Vehicle owner shall also constitute a violation of

# LEGISLATIVE DRAFT

such provision by the business under whose authority such driver or owner was operating at the time of the violation.

## **16.50.050: CIVIL PENALTIES, ENFORCEMENT AND APPEAL:**

A. Any Person that violates this title, Department Rules and Regulations, or other applicable law is subject to civil penalties and any other lawful action as may be taken by the Director to ensure the safe and effective operations of the Airport System.

B. The City may revoke, suspend, or deny renewal of a City business license to operate a business for violation of any provision of this title, Department Rules and Regulations, or other applicable law, as provided under title 5 of this code, or successor provision.

C. Any civil penalty under this chapter may be in addition to any other penalty that may be imposed by law or Department Rules and Regulations.

D. Violations of provisions of this title shall constitute civil violations and be subject to the following civil penalties:

Code:	Amount of Penalty:	Violation:
General Regulations:		
16.10.060	\$500.00	Commercial activities, conduct of general business; payments of rents, fees, and charges
16.10.130	\$200.00	Unauthorized use of roads and walks
16.40.010	\$500.00	Vehicle operations on airport
16.40.030	\$1,000.00	Secured area vehicle operations
16.40.040	\$1,000.00	Ramp area vehicle operations
16.40.050	\$1,000.00	Failure to report accident
16.40.060	\$1,000.00	Prohibited vehicle or animal in secure area
16.40.070	\$200.00	Parking area restrictions/failure to pay fees
16.40.070	\$100.00	Parking violation posted signs
Ground Transportation Businesses:		
16.40.080	\$1,000.00	Unauthorized ground transportation vehicle

# LEGISLATIVE DRAFT

16.40.090	\$200.00	Unauthorized passenger pickup/drop off
16.40.100	\$500.00	Failure to pay fees
16.50.120	\$100.00	Unauthorized staging/use of grounds and facilities

## **16.60.060: ENFORCEMENT PROCEDURES; CIVIL NOTICE OF GROUND TRANSPORTATION VIOLATION:**

Civil notices under this title, except notice or revocation, suspension, denial or non-renewal of a City business license, shall be heard in accordance with title 2, chapter 2.75 of this code, or its successor.

**SECTION 7.** This ordinance shall take effect immediately upon the date of its first publication.

Passed by the City Council of Salt Lake City, Utah, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
CHAIRPERSON

ATTEST AND COUNTERSIGN:

\_\_\_\_\_  
CITY RECORDER

APPROVED AS TO FORM:

*Megan DePaulis*  
\_\_\_\_\_  
Senior City Attorney

Transmitted to Mayor on \_\_\_\_\_.

Mayor's Action: \_\_\_\_\_ Approved. \_\_\_\_\_ Vetoed.

\_\_\_\_\_  
MAYOR

# LEGISLATIVE DRAFT

631 CITY RECORDER

632

633

634 (SEAL)

635

636

637 Bill No. \_\_\_\_\_ of 2023.

638 Published: \_\_\_\_\_.



## TITLE 16

### AIRPORTS

Definitions 16.04  
Airport Master Plan Exterior Boundaries 16.08  
Airport Location And Regulations 16.12  
General Flight Regulations 16.16  
Traffic Pattern (Rep. by Ord. 77-04 §§ 17, 18, 19, 20, 2004) 16.20  
Running Engines 16.24  
Taxiing Of Aircraft 16.28  
Takeoff Procedures 16.32  
Landing Rules 16.36  
Aircraft Parking Rules 16.40  
Noise Restrictions 16.44  
Fire Protection 16.48  
Refueling And Defueling 16.52  
Aeronautical Services; Leasing Airport Property 16.56  
Motor Vehicle Operation 16.60  
Violation, Penalty And Enforcement 16.64

#### CHAPTER 16.04

#### DEFINITIONS

##### SECTION:

**16.04.010: Definitions, Generally**  
**16.04.020: Acrobatic**  
**16.04.030: Aircraft Operations**  
**16.04.040: Aircraft Parking Area**  
**16.04.050: Airport**  
**16.04.060: Airport Rules And Regulations**  
**16.04.070: Air Traffic**  
**16.04.080: City**  
**16.04.090: Commercial Vehicle**  
**16.04.100: Control Tower**  
**16.04.110: Director**  
**16.04.120: Doping**  
**16.04.130: Engaging In Aerial Applications**  
**16.04.140: Engaging In Aircraft Fuel And Oil Dispensing Service**  
**16.04.150: Engaging In Aircraft Rental**  
**16.04.160: Engaging In Aircraft Sales**  
**16.04.170: Engaging In Airframe And/Or Power Plant Repair**  
**16.04.180: Engaging In Air Transportation Service**

**16.04.190: Engaging In Commercial Flight Service**

**16.04.200: Engaging In Multiple Service**

**16.04.210: Engaging In Radio, Instrument Or Propeller Service**

**16.04.220: Engaging In Training School**

**16.04.230: FAA**

**16.04.240: FAR**

**16.04.250: Fixed Base Operator**

**16.04.260: General Aviation**

**16.04.270: Itinerant Operations**

**16.04.280: Landing Area**

**16.04.290: Local Aircraft Operations**

**16.04.300: Mayor**

**16.04.310: Motor Vehicle**

**16.04.320: Owner**

**16.04.330: Parking Area**

**16.04.340: Pedestrian**

**16.04.350: Person**

**16.04.360: Providing An Aircraft Parts House**

**16.04.370: Ramp**

**16.04.380: State**

**16.04.390: Traffic**

**16.04.400: Vehicle**

**16.04.410: Zones**

**16.04.010: DEFINITIONS, GENERALLY:**

The following words and phrases, whenever used in this title, shall be defined as provided in this chapter unless a different meaning is specifically or more particularly described. (Prior code § 2-1-3)

**16.04.020: ACROBATIC:**

"Acrobatic" means maneuvers intentionally performed by an aircraft involving an abrupt change in its altitude, an abnormal altitude or an abnormal acceleration thereof. (Prior code § 2-1-4)

**16.04.030: AIRCRAFT OPERATIONS:**

"Aircraft operations" means an aircraft arrival at or departure from the airport, with or without FAA airport traffic control service. (Prior code § 2-1-5)

**16.04.040: AIRCRAFT PARKING AREA:**

"Aircraft parking area" means the area or areas of the airport set aside and designated for the parking of aircraft. (Prior code § 2-1-6)

**16.04.050: AIRPORT:**

"Airport" means the city's department of airports, and all property owned or operated by the city through its department of airports, including the Salt Lake City International Airport, the Tooele Valley Airport, as they now exist or as may hereafter be expanded and exist, together with all their appurtenant facilities, and any other airport owned or operated by the city. A territorial division thereof may be designated by number. (Ord. 3-17, 2017)

**16.04.060: AIRPORT RULES AND REGULATIONS:**

"Airport rules and regulations" means the provisions of this title, as amended, and any rules and regulations issued by the director. (Prior code § 2-1-8)

**16.04.070: AIR TRAFFIC:**

"Air traffic" means aircraft in operation anywhere in the airspace above and on the surface of the area embraced by the airport, and normally used for the movement of aircraft. (Prior code § 2-1-9)

**16.04.080: CITY:**

"City" means and has reference to Salt Lake City, a municipal corporation of the state of Utah. (Prior code § 2-1-10)

**16.04.090: COMMERCIAL VEHICLE:**

"Commercial vehicle" means a vehicle used or maintained for the transportation of persons or property for hire, compensation or profit. (Prior code § 2-1-11)

**16.04.100: CONTROL TOWER:**

"Control tower" means the FAA air traffic control tower at Salt Lake City International Airport. Whenever used within this title, it shall refer to operations at Salt Lake City International Airport only. (Prior code § 2-1-12)

**16.04.110: DIRECTOR:**

"Director" means the duly appointed and qualified department head of the city department designated as the "department of airports", selected and appointed by the mayor with the recommendation of the airport board and with the advice and consent of the city council. (Ord. 86-98 § 7, 1998: prior code § 2-1-13)

**16.04.120: DOPING:**

"Doping" means the application of a preparation to strengthen and tighten aircraft fabric. (Prior code § 2-1-14)

**16.04.130: ENGAGING IN AERIAL APPLICATIONS:**

"Engaging in aerial applications" means a person engaged in the business of aerial crop dusting, spraying or firefighting. (Prior code § 2-1-15)

**16.04.140: ENGAGING IN AIRCRAFT FUEL AND OIL DISPENSING SERVICE:**

"Engaging in aircraft fuel and oil dispensing service" means a person engaged in the business of dispensing fuels and oil and other related services. (Prior code § 2-1-16)

**16.04.150: ENGAGING IN AIRCRAFT RENTAL:**

"Engaging in aircraft rental" means a person engaged in the rental of aircraft. (Prior code § 2-1-17)

**16.04.160: ENGAGING IN AIRCRAFT SALES:**

"Engaging in aircraft sales" means a person engaged in the sale of new and/or used aircraft. (Prior code § 2-1-18)

**16.04.170: ENGAGING IN AIRFRAME AND/OR POWER PLANT REPAIR:**

"Engaging in airframe and/or power plant repair" means a person engaged in the business of repairing or servicing aircraft airframes or power plants. (Prior code § 2-1-19)

**16.04.180: ENGAGING IN AIR TRANSPORTATION SERVICE:**

"Engaging in air transportation service" means a person engaged in the transportation of a person or persons and/or property according to the applicable following conditions:

A. A certified air carrier which holds a certificate of public convenience and necessity issued under section 401 of the federal aviation act of 1958, as amended, or its successor, other than an air carrier which holds a certificate of public convenience and necessity for supplemental air service;

B. A supplemental air carrier as defined in title 1, general provisions definitions, section 101(32) of the federal aviation act of 1958, as amended, or its successor; or

C. An air taxi operator subject to part 298, as amended, of the economic regulations of the civil aeronautics board and engaged directly in air transportation of passengers and/or property and who does not hold a certificate of public convenience and necessity issued by the civil aeronautics board pursuant to section 401 of the federal aviation act of 1958, as amended, or its successor, or other economic authority issued by the civil aeronautics board. (Prior code § 2-1-20)

**16.04.190: ENGAGING IN COMMERCIAL FLIGHT SERVICE:**

"Engaging in commercial flight service" means a person engaged in commercial air activities such as, but not limited to, banner towing, aerial advertising, aerial photography, aerial survey, firefighting, fire patrol, pipeline patrol, power line patrol, cloud/fog seeding operations, or any other operations including FAR part 135 operations. (Prior code § 2-1-23)

**16.04.200: ENGAGING IN MULTIPLE SERVICE:**

"Engaging in multiple service" means a person engaged in two (2) or more commercial aeronautical activities. (Prior code § 2-1-21)

**16.04.210: ENGAGING IN RADIO, INSTRUMENT OR PROPELLER SERVICE:**

"Engaging in radio, instrument or propeller service" means a person engaged in the sales and service of aircraft radios, instruments or propellers, and shall include repairs and installations of new and/or used aircraft radio equipment and parts, aircraft instruments, or propellers. (Prior code § 2-1-22)

**16.04.220: ENGAGING IN TRAINING SCHOOL:**

"Engaging in training school" means a person engaged in conducting a pilot flight training school instruction as is necessary to prepare a student pilot to take a written examination and flight check ride for obtaining a pilot certificate or appropriate aircraft rating from the FAA. (Prior code § 2-1-24)

**16.04.230: FAA:**

"FAA" means the federal aviation administration. (Prior code § 2-1-25)

**16.04.240: FAR:**

"FAR" means the federal aviation regulations. (Prior code § 2-1-26)

**16.04.250: FIXED BASE OPERATOR:**

"Fixed base operator" means a person, subject to the provisions of a lease with the city, engaging in the selling, servicing, renting or leasing of new and/or used aircraft, parts, aircraft accessories and hardware; custom repair, overhauling and modification of general accessories and hardware; overhauling and modification of aircraft and/or aircraft equipment; and includes the conducting of charter flight services, aerial photography, advertising, mapmaking, aerial firefighting or crop dusting services. (Prior code § 2-1-27)

**16.04.260: GENERAL AVIATION:**

"General aviation" means and shall include all phases of aviation other than aircraft manufacturing, military aviation scheduled and

nonscheduled, and regulated air carrier operations. (Prior code § 2-1-28)

**16.04.270: ITINERANT OPERATIONS:**

"Itinerant operations" means all aircraft arrivals and departures other than local aircraft operations. (Prior code § 2-1-29)

**16.04.280: LANDING AREA:**

"Landing area" means the runways, taxiways, intermediate turnoffs, and adjoining areas. (Prior code § 2-1-30)

**16.04.290: LOCAL AIRCRAFT OPERATIONS:**

"Local aircraft operations" means:

- A. Aircraft operating only in local traffic pattern or within sight of the tower at the airport;
- B. Aircraft that are known to be departing from, or arriving from, flight in local practice areas located within a twenty (20) mile radius of the control tower at the airport; and
- C. Aircraft making simulated instrument approaches or low passes at the airport. (Prior code § 2-1-31)

**16.04.300: MAYOR:**

"Mayor" means the duly elected or appointed and qualified chief executive and administrative officer of Salt Lake City, or his/her authorized representative. (Prior code § 2-1-32)

**16.04.310: MOTOR VEHICLE:**

"Motor vehicle" means any vehicle propelled by an internal combustion or electric motor. (Prior code § 2-1-33)

**16.04.320: OWNER:**

"Owner", when referring to vehicles or aircraft, means a person who holds the legal title to any aircraft or vehicle. If such aircraft or vehicle is the subject of any agreement for the conditional sale or lease thereof with the right of purchase upon performance of the conditions stated in the agreement coupled with an immediate right of possession vested in the conditional vendee or lessee, or, in the event the mortgagor of any aircraft or vehicle is entitled to possession, then such conditional vendee, lessee or mortgagor thereof shall be deemed the owner for purposes of this title. (Prior code § 2-1-34)

**16.04.330: PARKING AREA:**

"Parking area" means any portion of the airport which is set aside for parking of vehicles. (Prior code § 2-1-35)

**16.04.340: PEDESTRIAN:**

"Pedestrian" means any person traveling afoot within the borders of the airport. (Prior code § 2-1-36)

**16.04.350: PERSON:**

"Person" means and includes a natural person, copartnership, firm, association or corporation. (Prior code § 2-1-37)

**16.04.360: PROVIDING AN AIRCRAFT PARTS HOUSE:**

"Providing an aircraft parts house" means a person engaged in the business of storing and dispensing aircraft parts. (Prior code § 2-1-38)

**16.04.370: RAMP:**

"Ramp" means a paved area of the airport normally used for the parking and taxiing of aircraft. (Prior code § 2-1-39)

**16.04.380: STATE:**

"State" means and has reference to the state of Utah. (Prior code § 2-1-40)

**16.04.390: TRAFFIC:**

"Traffic" means pedestrians and vehicles, either singly or together, while using any roadway or walkway within the airport. (Prior code § 2-1-41)

**16.04.400: VEHICLE:**

"Vehicle" means a device in, upon or by which any person or property is or may be propelled, moved, transported, hauled or drawn upon any roadway within the airport. (Prior code § 2-1-42)

**16.04.410: ZONES:**

- A. "Bus zone" means that space reserved for loading and unloading buses.
- B. "Limousine zone" means that space reserved for loading and unloading limousines.
- C. "Loading gate" means that space reserved for loading and unloading aircraft.
- D. "Loading ramp" means equipment used in loading and unloading aircraft.
- E. "Loading zone" means that space adjacent to a curb, reserved for the exclusive use of vehicles during the loading or unloading of passengers, property or materials.
- F. "Taxicab stand" means the space reserved for loading and unloading taxicabs. (Prior code § 2-1-43)

## CHAPTER 16.08

### AIRPORT MASTER PLAN EXTERIOR BOUNDARIES



SECTION:

**16.08.010: Declaration Of Policy**

**16.08.020: Salt Lake City International Airport Boundaries**

**16.08.030: Salt Lake City Airport II And Tooele Valley Airport Boundaries**

**16.08.010: DECLARATION OF POLICY:**

The city council finds that:

A. Aircraft transportation of all kinds is rapidly accelerating and expanding in all its fields and requires and will require increasingly larger areas for landing facilities, terminal facilities, warehouse facilities, hangar and other facilities to accommodate such transportation;

B. Salt Lake City International Airport and Airport II are situated in the center of the great intermountain west, and as such will attract and serve an ever expanding aircraft transportation system and efforts are being made to increase the number of airlines using said airports;

C. In order to meet the needs of the aircraft industry using such airports, it is necessary that immediate steps be taken to enlarge the airports and their facilities;

D. It is necessary that the city make plans for the enlargement of the airports to provide the necessary accommodations and to protect the air space needed therefor;

E. It is further necessary to adopt a master plan which will define and fix the exterior boundaries of the area necessary for the orderly and convenient expansion of such airport facilities in order to keep abreast of the needs and requirements of the air transportation industry which the airports should and will serve. (Ord. 88-86 § 12, 1986: prior code § 2-17-1)

**16.08.020: SALT LAKE CITY INTERNATIONAL AIRPORT BOUNDARIES:**

The boundaries of the Salt Lake City International Airport shall be as set forth in the records of the Salt Lake County recorder, which may be restated in airport rules and regulations. (Ord. 77-04 § 2, 2004: Ord. 43-93 § 1, 1993: prior code § 2-17-2)

**16.08.030: SALT LAKE CITY AIRPORT II AND TOOELE VALLEY AIRPORT BOUNDARIES:**

A. The boundaries of the Salt Lake City Airport II shall be as set forth in the records of the Salt Lake County recorder, which may be restated in airport rules and regulations.

B. The boundaries of the Tooele Valley Airport shall be as set forth in the records of the Tooele County recorder, which may be restated in airport rules and regulations. (Ord. 77-04 § 3, 2004: Ord. 56-94 § 1, 1994: prior code § 2-17-3)

## **CHAPTER 16.12**

### **AIRPORT LOCATION AND REGULATIONS**

SECTION:

**16.12.010: Salt Lake City International Airport**

**16.12.020: Salt Lake City Airport II**

**Article I. General Regulations**

**16.12.030: Rules And Regulations; Adoption And Contents**

**16.12.040: All Regulations Applicable To The Airport**

**16.12.050: Use Of Airport Property; Permission Required**

**16.12.060: Commercial Activities; Permit Requirements**

**16.12.070: Conduct Of Aviation Business**

**16.12.080: Conduct Of General Business**

**16.12.090: Persons Employing Professional Skills**

**16.12.100: Guests Of Pilots And Operators; Responsibility**

**16.12.110: Users And Visitors; Risk And Liability**

**16.12.120: Revocation Of Use Privilege**

**16.12.130: Use Of Airport Facilities; Restricted Areas**

**16.12.140: Terminal Use Fees; Aircraft And Passenger Services**

**16.12.150: Terminal Use Fees; Annual Space Rental**

**16.12.155: Apron Use Fees; Off Airport In Flight Caterers**

**16.12.160: Landing Fees**  
**16.12.170: Cargo Carrier Ramp Use Fee**  
**16.12.180: Aircraft Parking Fees**  
**16.12.190: Fuel Royalties**  
**16.12.195: Customer Facility Charge**  
**16.12.200: Funds; Disposition And Accounting**  
**16.12.210: Repairs To Aircraft**  
**16.12.220: Advertising Materials**  
**16.12.225: Graphics Standards**  
**16.12.230: Auctions And Sales**  
**16.12.240: Commercial Photography**  
**16.12.250: Animals**  
**16.12.260: Firearms And Explosives**  
**16.12.270: Roads And Walks**  
**16.12.280: Sanitation And Littering**  
**16.12.285: Deposit Or Leakage Of Materials Onto Airport Premises**  
**16.12.290: Pedestrians On Runways Or Taxiways**  
**16.12.300: Tampering With City Property**  
**16.12.310: Flying Of Model Airplanes And Other Objects**  
**16.12.320: Trespass And Damage To Property**  
**16.12.325: Hunting And Shooting Prohibited**  
**16.12.330: Abandoning Airplanes, Vehicles Or Other Property**  
**16.12.340: Tampering With Aircraft Prohibited**  
**16.12.350: Unlawful Entry Of Hangars Or Other Buildings**  
**16.12.360: Liability For Damage To Airport Property**

## **Article II. Soliciting And Freedom Of Expression**

**16.12.370: Soliciting Or Canvassing; Prerequisites**  
**16.12.380: Freedom Of Expression; Purpose Of Provisions**  
**16.12.390: Permit Required; Soliciting Restrictions**  
**16.12.400: Prohibited Conduct And Activities**  
**16.12.410: Permit Issuance Conditions**  
**16.12.420: Solicitation Booth Requirements**  
**16.12.430: Apportionment Of Available Space**  
**16.12.440: Relocation Of Activities**  
**16.12.450: Face To Face Discussions; Conditions**  
**16.12.460: Face To Face Discussions; Conduct Prohibited**

### **16.12.010: SALT LAKE CITY INTERNATIONAL AIRPORT:**

A. Location: Salt Lake City International Airport is four (4) miles west of the downtown business section of Salt Lake City at an elevation of four thousand two hundred twenty six feet (4,226').

B. Traffic Pattern: The normal traffic pattern for aircraft using the west runway is a rectangular path to the west of the airport. The traffic pattern for aircraft using the east runway is a rectangular path to the east of the airport.

C. Altitude Restrictions: It is unlawful to operate an aircraft over the city at an altitude of less than two thousand feet (2,000') above the ground. This provision does not apply to:

1. Aircraft flying a normal traffic pattern in the process of landing at or takeoff from Salt Lake City International Airport; or
2. Flights pursuant to subsection 16.16.180A of this title; or

3. Flights under two thousand feet (2,000') authorized by the mayor in writing when there is a demonstration of need; restrictions are imposed by the mayor requiring the low altitude flight be consistent with FAR 91.79; and the filing with the city of adequate insurance or other security (approved as to form by the city attorney), sufficient to protect the city and the public.

D. Runways: Salt Lake City International Airport has three (3) runways, two (2) north-south and one northwest-southeast.

1. Runway 34L-16R is a precision instrument runway and will accommodate aircraft with weights up to three hundred twenty thousand (320,000) pounds (dual tandem gear rated).

2. Runway 34R-16L is normally used by general aviation aircraft. It will accommodate aircraft with weights up to two hundred sixty thousand (260,000) pounds (dual tandem gear rated).

3. Runway 32-14 is normally used by general aviation aircraft. It will accommodate aircraft having a total weight of thirty five thousand (35,000) pounds or less. (Ord. 65-86 § 1, 1986: prior code § 2-1-1)

**16.12.020: SALT LAKE CITY AIRPORT II:**

A. Location: Salt Lake City Airport II is eleven (11) miles south of Salt Lake City International Airport at an elevation of four thousand six hundred five feet (4,605'). It is used by general aviation aircraft only. UNICOM radio facilities, runway and taxiway lights, fixed base operator facilities, and hangars are available.

B. Traffic Patterns: The traffic patterns for Salt Lake City Airport II are rectangular patterns west of the airport.

C. Runways: The runway alignment at Salt Lake City Airport II is 34-16, one hundred feet by five thousand six hundred four feet (100' x 5,604'), paved and lighted. The runway will accommodate aircraft with weights of thirty five thousand (35,000) pounds or less. (Prior code § 2-1-2)

## ARTICLE I. GENERAL REGULATIONS

**16.12.030: RULES AND REGULATIONS; ADOPTION AND CONTENTS:**

A. Subject to approval by the mayor, the director shall have the power and authority and is hereby empowered and authorized, upon the basis of passenger flow, security reasons or where necessitated by the peculiar character of the airport, to adopt reasonable rules and regulations pertaining to the solicitations of contributions for charitable, religious or political purposes on the airport.

B. Such rules and regulations may provide for the following:

1. Conducting such activities in such manner as to maintain a free flow of pedestrians and vehicular traffic, maintain security of the airport, and avoid excessive disruption of normal activities and movement of passengers and vehicles;

2. Designating areas upon the airport in which such activities may not be conducted;

3. Determining the number of persons who may engage in such activities at any specific time and the duration of the activity. (Prior code § 2-2-14)

**16.12.040: ALL REGULATIONS APPLICABLE TO THE AIRPORT:**

No person shall commit any violation of this code, as amended, while on the airport. For the purposes of this section, the airport shall be deemed to be a public place. (Prior code § 2-14-1)

**16.12.050: USE OF AIRPORT PROPERTY; PERMISSION REQUIRED:**

A. Permission granted by the city or an authorized agent thereof, expressly or by implication, to enter upon or use the airport or any part thereof, including aircraft owners, operators, pilots, crew members, mechanics, servicemen and passengers, spectators, sightseers, officers and employees of airlines, agents and employees of sales agencies, flight operators, lessees and other persons occupying space at the airport, persons doing business with the airport, its lessees, sublessees and permittees and all other persons whatsoever, shall be upon an implied agreement to comply with airport rules and regulations.

B. All general aviation aircraft normally based at the airport shall have such aircraft registered with a fixed base operator or the director. The registration must include type and make of aircraft, aircraft registration number, the owner's name, address and telephone number and next of kin.

C. The airport management shall have the authority to take such steps as may be necessary for the handling, policing and protection of the public while present at the airport, subject to the review of the director. (Prior code § 2-2-1)

**16.12.060: COMMERCIAL ACTIVITIES; PERMIT REQUIREMENTS:**

No person shall use the airport, or any portion thereof, for any revenue producing commercial activity without first obtaining an appropriate permit for such activity from the director and paying the rates and charges prescribed for such use. No person not so authorized shall operate, service or repair aircraft or carry on any business of any nature upon the airport premises. (Prior code § 2-2-7)

**16.12.070: CONDUCT OF AVIATION BUSINESS:**

Any person wishing to use the airport as a base for conducting a business in any form of commercial aviation, including building of structures, shall first make application in writing and secure permission from the director, and shall pay the fees and charges prescribed for such use. The carrying of passengers for hire or reward, including, but not limited to, air taxi, charter or rental, for the purpose of this title, is considered to be a conduct of aviation business. (Prior code § 2-2-8)

**16.12.080: CONDUCT OF GENERAL BUSINESS:**

Any person wishing to engage in the business or concession of selling food, refreshments or any other commodity or service upon

the airport or upon any land acquired by the city for use in connection with the airport, or upon or in any of the buildings, structures, land, parking places, walkways, roadways or other facilities used or operated in connection with the airport, shall make application in writing and secure permission from the director, and shall pay the fees and charges prescribed for such use. (Prior code § 2-2-9)

**16.12.090: PERSONS EMPLOYING PROFESSIONAL SKILLS:**

Any person wishing to use the airport, its facilities and services, for the purpose of utilizing his or her professional skill or the professional skill of his or her employees for profit, shall possess all applicable licenses, shall make a written application therefor and procure permission from the director, and shall pay the fees and charges prescribed for such use. (Ord. 77-04 § 4, 2004: prior code § 2-2-10)

**16.12.100: GUESTS OF PILOTS AND OPERATORS; RESPONSIBILITY:**

The provisions of this title shall apply to pilots, owners and operators of private aircraft and vehicles, and they shall be responsible for the observance of airport rules and regulations by persons accompanying them as their guests, invitees, students or passengers. (Prior code § 2-2-12)

**16.12.110: USERS AND VISITORS; RISK AND LIABILITY:**

Persons visiting or using the airport and its facilities shall do so at their own risk and shall assume full responsibility for their own acts and the acts of their agents, employees, guests and invitees, and shall save and hold harmless and defend the city, its officers, employees and agents from liability for any loss, damage or injury resulting from their use thereof, and shall save and hold harmless and defend the city, its officers, employees and agents from the claims of others arising out of such use when such use is in the course of any business transaction or other matter whatsoever with such user and at the latter's request, solicitation, invitation, permission or license. (Prior code § 2-2-2)

**16.12.120: REVOCATION OF USE PRIVILEGE:**

Any person refusing to comply with this title or airport rules and regulations may be removed from the airport upon order of the director and may be deprived of further use of the airport and its facilities. (Ord. 70-04 § 1, 2004: prior code § 2-2-3)

**16.12.130: USE OF AIRPORT FACILITIES; RESTRICTED AREAS:**

A. Entering Posted Areas: No person shall enter any restricted area except by permission of the director, which permission shall be in the form of appropriate identification. Such identification must be worn on the left front side of the outer garment at all times a person is within any such restricted area, except when actually handling cargo/baggage, performing aircraft/equipment maintenance, or during inclement weather, when the badge must be presented upon request. No person shall use the identification of another or allow another person to use his or hers.

B. Disclosure Of Confidential Information: No person may disclose confidential information regarding security to any person not authorized to have the information. This includes, but is not limited to, disclosing combinations to combination locking devices used for airport security purposes.

C. Duplication Of Airport Keys: No person may duplicate keys or keying devices without permission from the director.

D. Screening Requirements: No person shall be in any area beyond the screening checkpoints unless that person has been screened in compliance with federal requirements or is exempt therefrom.

E. Security: No tenant or its employees shall allow or permit any person or vehicle to enter any area except that immediately controlled by the tenant unless that person or vehicle is properly escorted or badged/marked as required by security regulations.

F. Perimeter Gates: No person with a gate access card shall leave a perimeter gate open after entering or exiting therethrough unless the gate is attended. (Ord. 42-87 § 1, 1987: prior code § 2-2-21)

**16.12.140: TERMINAL USE FEES; AIRCRAFT AND PASSENGER SERVICES:**

There is imposed on any person using the passenger terminal facilities of Salt Lake City International Airport for enplaning or deplaning passengers into or from transport type aircraft the following fees for the use of aircraft apron facilities, baggage claim facilities and other common and public use facilities:

A. For twenty two (22) or fewer flights in a calendar month, a use fee for the joint bag claim and other facilities will be computed as shown on the Salt Lake City consolidated fee schedule plus a use fee shown on the Salt Lake City consolidated fee schedule, per flight.

B. For more than twenty two (22) flights in a calendar month, a use fee for the joint bag claims and other facilities will be computed as shown on the Salt Lake City consolidated fee schedule plus a use fee shown on the Salt Lake City consolidated fee schedule per flight for the first twenty two (22) flights. For flights in excess of twenty two (22) in a calendar month, only the use fee for the joint bag claims as computed per passenger enplaned and shown on the Salt Lake City consolidated fee schedule will be imposed.

C. If the international arrivals building is used, a use fee shown on the Salt Lake City consolidated fee schedule.

D. For use of the executive terminal on the east side of Salt Lake City International Airport, a use fee shown on the Salt Lake City consolidated fee schedule, per flight.

E. Any airline having a valid and existing (not terminated or expired) agreement with the city covering the use of baggage claim and terminal facilities at Salt Lake City International Airport shall be exempt from the use fee imposed by subsections A and B of this section. (Ord. 24-11, 2011)

**16.12.150: TERMINAL USE FEES; ANNUAL SPACE RENTAL:**

A. There is hereby imposed on any person not having a valid and existing (not terminated or expired) agreement or permit from the city a use fee, computed by multiplying the number of square feet of space in the terminal used exclusively by any person by the annual rent rate per square foot of space in the terminal as is from time to time being charged commercial airlines in accordance with

the formula in exhibit C, part I(b) of the airport use agreement dated July 1, 1978, and designated by the algebraic symbol "RM".

B. The annual rental rate for basement and baggage make up space shall be charged in the above manner at the rate of 0.5 RM. Payment of said use fee or acceptance of payment of said use fee shall not be construed as creating any type of tenancy whatsoever or as authorizing the continued use or occupancy of such space. (Prior code § 2-2-27)

**16.12.155: APRON USE FEES; OFF AIRPORT IN FLIGHT CATERERS:**

A. There is imposed upon any person engaging in food and beverage in flight catering services at the airport whose business premises is at a location other than on the airport, a fee for use of the aircraft apron or parking area and related facilities and other common and public use facilities at the airport.

B. The fee for such use shall be seven percent (7%) of such person's gross sales at the airport. Within fifteen (15) days of the end of each month such person shall provide an audited statement to the director or his designee showing such person's actual gross receipts for sales at the airport, accompanied by a check for said percentage of gross sales. City shall have the right to audit such person's records, concerning such sales, at any time during normal business hours.

C. Any person who fails to comply with the foregoing may be prohibited from obtaining access to the airport apron or parking area and related facilities.

D. "Engaging in food and beverage in flight catering services" means a person engaged in the business of preparing food and beverages and using or supplying such to others for use at or on aircraft flights from the airport. (Ord. 76-90 § 1, 1990)

**16.12.160: LANDING FEES:**

A. Computation: There is hereby imposed on every operator engaged in the business of transporting by air persons or property for hire, including, but not limited to, travel clubs, common carriers, contract carriers, foreign air carriers and charter operators, a landing fee for each aircraft (fixed wing) landing made at Salt Lake City International Airport. The landing fee shall be computed by multiplying the landing fee rate, as amended from time to time and charged to commercial airlines in accordance with the formula in exhibit C, part I(a) of the airport use agreement with participating air carriers dated July 1, 1978, by the number of thousands of pounds, or fraction thereof, of certified maximum gross landing weight, as defined in the federal air regulations, of the aircraft, whether the aircraft is actually in revenue service or not.

B. Exemptions:

1. Any air carrier that has a valid and existing (not terminated or expired) airport use agreement with the city providing for the payment of landing fees for use of Salt Lake City International Airport shall be exempt from the landing fee imposed by this section.

2. Any such operator that is a fixed base operator based at Salt Lake City International Airport and operates a charter or air taxi service on a request basis shall, unless such operator has a valid and existing agreement with the city providing for the payment of landing fees as established by ordinance, be exempt from the landing fee imposed by this section.

C. Helicopters: There is hereby imposed on every operator, not otherwise exempt, of a helicopter for the carriage of persons or property for hire for a landing fee for each helicopter landing made at Salt Lake City International Airport as shown on the Salt Lake City consolidated fee schedule, per landing, regardless of weight.

D. Landing Defined: The term "landing" as used in this section means and includes all landings, whether revenue or nonrevenue. The foregoing notwithstanding, the term "landing", for purposes of landing fee computation, shall not include the situation where an aircraft departs from the Salt Lake City International Airport for another destination and, without making a stop at another airport, said aircraft is forced to return to and land at Salt Lake City International Airport because of meteorological conditions, mechanical or operating causes, or for similar emergency or precautionary reasons. (Ord. 24-11, 2011)

**16.12.170: CARGO CARRIER RAMP USE FEE:**

A. Imposed: There are hereby imposed on every operator, engaged in the business of transporting property by air for hire, cargo carrier ramp use fees for each separate use of the cargo ramp facility at Salt Lake City International Airport. The cargo carrier ramp use fee shall be computed on an annual basis by the city, for each fiscal year, first determining the cost of:

1. Investment by the city for construction of the ramp;
2. Associated site development costs;
3. Administrative and maintenance costs;
4. A percentage equal to two percent (2%) of the total costs as outlined above representing the city's return on this investment.

B. Cost Formula: The investment costs associated with the ramp shall be amortized over a twenty (20) year period for the purpose of determining a yearly investment cost at an interest rate equal to the rate charged participating airlines for city investment as detailed in the airport use agreements. The city shall then take the sum of the yearly investment cost, the cost of administration and maintenance, and the percentage return on city investment, and shall allocate them as follows:

1. Thirty five percent (35%) of total yearly cost to aircraft usage;
2. Sixty five percent (65%) of total yearly cost to gross weight.

C. Fee Determination: After these costs are allocated, fees to be charged to aircraft using the facilities shall be determined as follows:

1. The amount determined in subsection B1 of this section shall be divided by the total number of aircraft utilizing the cargo ramp facilities in the prior year to determine a flat rate fee to be charged to each aircraft per use.

2. The amount determined in subsection B2 of this section shall be divided by the total gross certified landing weight of aircraft



utilizing the cargo ramp in the prior year to establish a basic rate per one thousand (1,000) pounds, or fraction thereof, of maximum gross certified landing weight and shall be charged according to each aircraft per use.

D. Payment: Bills shall be submitted to the airline on a monthly basis and shall be payable within thirty (30) days of day of receipt. (Ord. 24-11, 2011)

**16.12.180: AIRCRAFT PARKING FEES:**

A. There are established the following classes of fees for the parking of aircraft at the Salt Lake City International Airport:

1. Monthly parking fees for airport based aircraft on airport controlled space, as shown on the Salt Lake City consolidated fee schedule.

2. Daily transient aircraft parking fees on airport controlled space, as shown on the Salt Lake City consolidated fee schedule.

B. Any person engaging in air transportation services having an assigned gatehold shall be exempt from all parking fees in this section. (Ord. 24-11, 2011)

**16.12.190: FUEL ROYALTIES:**

A. There is imposed upon any person offering aviation fuel for sale upon the airport the following royalties:

1. A fuel royalty equal to six cents (\$0.06) per gallon of fuel delivered to any person at the airport.

B. Any person selling fuel at the airport shall, on or before the twelfth day of each month submit to the city a detailed statement showing all fuel delivered to such person during the preceding calendar month. The city shall then bill such person for the preceding calendar month, taking into account the customary shrinkage allowance of two percent (2%). Such bill shall be paid within ten (10) days of the receipt thereof from the city.

C. Any person required to and paying a landing fee imposed by section 16.12.160 of this chapter, or its successor, or required by an existing agreement shall be exempt from the provisions of this section. (Ord. 28-96 § 1, 1996: Ord. 68-90 § 1, 1990: prior code § 2-2-28)

**16.12.195: CUSTOMER FACILITY CHARGE:**

A. There is hereby imposed a customer facility charge (CFC) on each transaction day, up to and including a maximum of twelve (12) days per contract, for the rental of a vehicle from an on airport rental car company (airport rental car company).

B. The executive director of the Salt Lake City department of airports or designee is authorized to implement and administer the CFC program on behalf of the city, through concession and/or lease contracts or other means, including, without limitation, the rules and regulations of the airport. The CFC charges may be precollected for future use, as specified in section 16.12.200 of this chapter.

C. The CFC shall not exceed five dollars (\$5.00) per transaction day during the first year following the effective date. Thereafter, the method of calculating the CFC and the amount of such CFC shall be determined by the executive director of the Salt Lake City department of airports on behalf of the city. However, the CFC shall not exceed ten dollars (\$10.00) per transaction day. City may at any time and for any reason, change the amount of the CFC or discontinue it upon written notice to any affected airport rental car company.

D. The airport rental car company shall collect the CFC and shall hold the CFC in trust for the benefit of the city. The CFC at all times shall be property of the city and the airport rental car company shall have no ownership or property interest in the CFC. The airport rental car company shall segregate, separately account for and disclose all CFCs as trust funds in its financial statements, and shall maintain adequate records that account for all CFCs charged and collected.

E. Airport rental car companies shall list the CFC separately on its customer invoice, describing it as a "customer facility charge".

F. The airport rental car company shall remit directly to the Salt Lake City department of airports on a monthly basis all CFCs that were collected or should have been collected from its airport customers. The CFCs shall be received no later than the last day of the month following the month in which the CFCs were collected.

G. The airport rental car company shall submit to the Salt Lake City department of airports on a monthly basis a transaction report, which includes transaction days, a summary of daily business transactions in connection with the airport, an accounting of all fees charged to airport customers in connection with such transactions, and such other information as required by city in form and substance satisfactory to the Salt Lake City department of airports. (Ord. 9-11, 2011)

**16.12.200: FUNDS; DISPOSITION AND ACCOUNTING:**

A. All funds received from fuel, taxes, rentals, concessions, customer facility charges, or any other source by the airport shall be placed in the airport enterprise funds and kept separate and apart from all other city funds. The collection, accounting, and expenditure of all airport funds shall be in accordance with existing fiscal policy of the city.

B. Funds received from customer facility charges shall be used for paying the city's capital costs for construction and improvement of rental car facilities at the airport, including costs that support environmental sustainability; paying a pro rata share of city's costs for joint use infrastructure, such as roadways, ready return and quick turnaround areas allocable to rental car usage; building reserves for renewal and replacement capital costs; paying common costs of a shuttle bus operation for rental car customers; funding transportation costs and other costs associated with interim operations during construction phasing and relocation of rental car operations; paying the city's costs for infrastructure for future lease areas for service center, including site prep; funding debt service associated with rental car facilities; or funding city's costs for such other rental car related purpose as the city determines. (Ord. 9-11, 2011)

**16.12.210: REPAIRS TO AIRCRAFT:**

A. No aircraft, aircraft engine, propeller or appliance shall be repaired in any area of the airport other than that area specifically designated or approved by the director. The director has designated that a person who properly leases an enclosed hangar at the

airport may make or cause to be made necessary repairs, maintenance and inspections that are required by federal aviation regulations to maintain the aircraft in an airworthy condition when the same are not otherwise prohibited by this title, but only for the aircraft listed in the lease.

B. No repair will be made on any aircraft in a hangar other than that aircraft normally assigned to that hangar. Corporate aircraft maintenance hangars or areas, however, are considered as designated repair areas for maintenance on their own corporate aircraft.

C. All repairs on aircraft are to be made by properly certified mechanics, except those items of "preventive maintenance" performed by the owner or operator in accordance with the provisions of FAR, part 43.

D. Items of preventive maintenance may be performed in tiedown areas. (Ord. 77-04 § 5, 2004: prior code § 2-2-22)

**16.12.220: ADVERTISING MATERIALS:**

No person shall post, distribute or display signs, advertisements, circulars, printed material or written matter at the airport, without the written permission of the director. This section shall not apply when such distribution or displays are for religious, charitable or political purposes, which events shall be controlled by all other applicable provisions. (Ord. 88-86 § 8, 1986: prior code § 2-2-15)

**16.12.225: GRAPHICS STANDARDS:**

No person shall knowingly violate airport graphics standards as they shall be established and changed from time to time by the director. (Ord. 42-87 § 11, 1987: prior code § 2-19-19)

**16.12.230: AUCTIONS AND SALES:**

There shall be no auctions or other special sales held on any airport property without the prior consent of, and in the manner prescribed by, the director. (Prior code § 2-2-23)

**16.12.240: COMMERCIAL PHOTOGRAPHY:**

No person shall take still, motion or sound pictures at the airport for commercial purposes without the permission of the director. (Prior code § 2-2-16)

**16.12.250: ANIMALS:**

Animals may be permitted at the airport if controlled by a leash or other means which will secure the control thereof by the owner or person in charge of the same. No person shall bring an animal to the airport except under complete control. No person while at the airport shall allow any animal to escape from such person's control. Any person bringing an animal to the airport agrees to indemnify fully, defend and save and hold harmless the city, its officers, agents and employees from and against all losses, damages, claims, liabilities and causes of action of every kind or character and nature, as well as costs and fees, including reasonable attorney fees connected therewith and expenses of the investigation thereof, based upon or arising out of damages or injuries to third persons or their property caused by the negligence of such person. The city shall give to such person prompt and reasonable written notice of any such claim or action and such person shall have the right to investigate, compromise and defend the same to the extent of his or her own interest. (Ord. 77-04 § 6, 2004: Ord. 88-86 § 9, 1986: prior code § 2-2-18)

**16.12.260: FIREARMS AND EXPLOSIVES:**

No person, except authorized peace officers, post office, customs, express and air carrier employees, members of the armed forces of the United States or members of the national guard, on official duty, shall carry any loaded or unloaded firearm, explosive, ammunition or other dangerous weapon or device except an unloaded firearm or ammunition being transported in a private aircraft in a manner that complies with law, or being delivered for shipment by an air carrier directly to the air freight office or the airline ticket counter in compliance with law. (Ord. 77-04 § 7, 2004: Ord. 42-87 § 6, 1987: prior code § 2-14-3)

**16.12.270: ROADS AND WALKS:**

No person shall hinder or obstruct the use of any roadway or walkway provided for vehicular or pedestrian travel, or otherwise use or occupy the same except in accordance with the ordinary use thereof for the particular class of traffic involved. (Prior code § 2-2-17)

**16.12.280: SANITATION AND LITTERING:**

No person shall drop, throw or otherwise release or permit to be released upon the airport premises any garbage, paper, refuse, cans, building materials, rags, litter or other waste material, except in proper receptacles. (Prior code § 2-14-2)

**16.12.285: DEPOSIT OR LEAKAGE OF MATERIALS ONTO AIRPORT PREMISES:**

A. No person shall discard or deposit any glass, nails, wire, cans, rocks or gravel, or any other substance or material on the airport. Any such discards or deposits shall be removed at such person's expense.

B. No vehicle shall be driven or moved upon the airport unless such vehicle is so constructed, loaded and/or covered so as to prevent its contents from dropping, sifting, leaking or otherwise escaping therefrom. (Ord. 42-87 § 7, 1987: prior code § 2-14-8)

**16.12.290: PEDESTRIANS ON RUNWAYS OR TAXIWAYS:**

Pedestrian traffic in any form is strictly forbidden on runways, taxiways and across ramps between concourses. Exceptions may be granted by the director, in writing. (Ord. 42-87 § 1, 1987: prior code § 2-2-24)

**16.12.300: TAMPERING WITH CITY PROPERTY:**

No person shall interfere or tamper with any property of the city at the airport or ride, drive or park any vehicle or walk upon any portion of the airport not intended for such use without authorization from the director. (Prior code § 2-2-6)

**16.12.310: FLYING OF MODEL AIRPLANES AND OTHER OBJECTS:**

No person shall fly any model airplane, kite, model rocket, balloon, or other airborne device on the airport or controlled properties without the express prior written approval of the director. (Ord. 77-04 § 8, 2004: prior code § 2-14-7)

**16.12.320: TRESPASS AND DAMAGE TO PROPERTY:**

No person shall:

- A. Destroy, damage, deface or disturb in any way any building, sign, equipment, marker or other structure, tree, flower, lawn or other public property on the airport;
- B. Trespass on any airport property or within any building on airport property;
- C. Interfere or tamper with or damage any part of the airport or any equipment thereof;
- D. No unauthorized person shall interfere or tamper with any aircraft or start the engine of any aircraft. (Prior code § 2-14-5)

**16.12.325: HUNTING AND SHOOTING PROHIBITED:**

There shall be no hunting or shooting on the airport, its related or controlled properties without the express prior written approval of the director. (Prior code § 2-14-6)

**16.12.330: ABANDONING AIRPLANES, VEHICLES OR OTHER PROPERTY:**

No person shall park and abandon any airplane, boat, trailer, automobile, truck or other personal property within the limits of the airport. Vehicles and personal property of any nature shall be removed from the airport premises immediately upon request of the director. (Prior code § 2-14-4)

**16.12.340: TAMPERING WITH AIRCRAFT PROHIBITED:**

No person shall enter, climb upon or tamper with any aircraft without permission of the proper authority, or commit any act which would endanger an aircraft landing at, taxiing on or taking off from the airport. (Prior code § 2-2-5)

**16.12.350: UNLAWFUL ENTRY OF HANGARS OR OTHER BUILDINGS:**

No person shall enter any hangar or portion of any building occupied by any person under a lease or license from the city without consent of such licensee. However, this section does not abrogate the city's right to enter any leased hangar or building as provided in any of the city's written lease agreements, or city authority of law. (Prior code § 2-2-4)

**16.12.360: LIABILITY FOR DAMAGE TO AIRPORT PROPERTY:**

A. Any person causing damage of any kind to the airport, or any of the fixtures thereof, shall be liable for such damage to the city. Damage to field lighting or other airport facilities shall be paid for by the owner of the aircraft or vehicle involved or by the operator or pilot responsible therefor.

B. Any damage to any of the physical property on the airport, its related and/or controlled properties, shall be reported immediately to the director. (Prior code § 2-2-11)

## ARTICLE II. SOLICITING AND FREEDOM OF EXPRESSION

**16.12.370: SOLICITING OR CANVASSING; PREREQUISITES:**

Soliciting or canvassing by any person for any purpose whatsoever shall be prohibited within the airport, its buildings and facilities, unless written permission is obtained from the director. If an information card required by title 5, chapter 5.66 of this code is presented to the director, the director shall grant permission to conduct the solicitations at the airport, provided the information cardholder agrees to abide by reasonable rules and regulations adopted by the director as authorized by section 16.12.030 of this chapter, or its successor. (Ord. 88-86 § 7, 1986: prior code § 2-2-13)

**16.12.380: FREEDOM OF EXPRESSION; PURPOSE OF PROVISIONS:**

The regulations hereinafter set out are hereby declared to be necessary for the accomplishment of the following purposes:

- A. To ensure that persons seeking to exercise constitutional freedoms of expression can communicate effectively with users of the airport;
- B. To ensure adequate nearby police facilities for the protection of persons exercising their constitutional freedoms;
- C. To restrict such activities to public areas of airport buildings and premises;
- D. To protect persons using the airport from repeated communications or encounters which might constitute harassment or intimidation;
- E. To ensure the free and orderly flow of pedestrian traffic through the airport premises;
- F. To ensure that only nonprofit charitable, political or religious organizations are permitted to solicit funds on the airport premises;
- G. To ensure that properly authorized persons, groups and organizations seeking to solicit funds have adequate exposure to the traveling public; and
- H. To restrict such solicitation of funds to public areas of airport buildings and premises. (Prior code § 2-2-29)

**16.12.390: PERMIT REQUIRED; SOLICITING RESTRICTIONS:**

Any person, group or organization desiring to engage in solicitation of funds at any airport owned by the city, which solicitation involves the exercise of activities which are constitutionally protected, including, but not limited to, the distribution of noncommercial, nonobscene or any other goods of whatever nature, in conjunction with a request for a donation, the sale of any such literature or other goods, or the mere solicitation of funds, shall be allowed to engage in such activity provided that the following conditions are met:

- A. Such solicitation does not result in interference with the transportation function of the airport;
- B. The solicitation does not constitute a commercial activity;

C. Such person, group or organization shall have first secured the information card required by title 5, chapter 5.66 of this code, or its successor, and

D. The person, group or organization desiring to solicit funds at the airport shall first obtain a written permit therefor from the director. For purposes of obtaining such permit, there shall be submitted to the director a written application setting forth the following:

1. The full name, mailing address and telephone number of the person, group or organization sponsoring, promoting or conducting the solicitation,
2. The full name, mailing address and telephone number of the individual person or persons who will have supervision of and responsibility for the proposed solicitation,
3. The purpose of the proposed solicitation,
4. The dates and hours during which the solicitation is proposed to be carried out, and the expected duration of the proposed solicitation, and
5. The number of persons proposed to be engaged in such solicitation. (Ord. 88-86 § 10, 1986: prior code § 2-2-30)

**16.12.400: PROHIBITED CONDUCT AND ACTIVITIES:**

In the solicitation of funds, the following requirements shall apply:

- A. No sound or voice amplifying apparatus or noisemaking devices shall be used;
- B. No sign or printed matter shall be attached to any "solicitation booth", except such as may be necessary to identify the organization which is conducting the solicitation, and any such sign must conform with the airport decor and signing scheme;
- C. No person soliciting funds shall in any way indicate to the public that he or she is a representative of the city or the city's airports;
- D. Funds shall neither be demanded nor required in return for written material or other items such as flowers or candy which are proffered to the general public as "free", "gifts", or "gratuities"; and
- E. The solicitations referred to herein shall be conducted strictly in conformity with the terms and conditions of these regulations, and of title 5, chapter 5.66 of this code, and all other applicable laws and ordinances. (Ord. 86-98 § 9, 1998: prior code § 2-2-31)

**16.12.410: PERMIT ISSUANCE CONDITIONS:**

Upon receipt of an application containing information as described in subsection 16.12.390D of this chapter, or its successor, the director shall forthwith issue a permit to the applicant if there is space available in the airport terminal, applying only the limitations and regulations set forth in the ordinances set out herein. The director shall exercise no judgment regarding the purpose or content of the proposed activity, and shall exercise no discretion over the issuance of a permit hereunder, except as provided in such ordinances, it being the intent of these ordinances that the issuance of a permit by the director under this section shall be a routine clerical and ministerial function. In no event, however, shall the director issue a permit for a period of time in excess of thirty (30) days. (Prior code § 2-2-32)

**16.12.420: SOLICITATION BOOTH REQUIREMENTS:**

Each permit issued by the director shall specify, in accordance with the provisions of the ordinances codified herein, the areas in which the proposed solicitation booth shall be located; provided, however, that such location shall provide reasonable access to the general public. Solicitations shall be conducted only from a solicitation booth which shall be furnished by the director. Such booth shall be located within the permissible areas at such points as may be designated from time to time by the director. (Prior code § 2-2-33)

**16.12.430: APPORTIONMENT OF AVAILABLE SPACE:**

- A. In the event that two (2) or more persons, groups, or organizations seek to conduct the activities described herein at the same time, the director shall apportion the available areas between them or among them on as equitable a basis as possible.
- B. In no event, however, shall more than three (3) persons be engaged in any solicitations permitted by these rules and regulations in any one area at the same time.
- C. When the director receives more applications for permits than the director is able to grant by following this rule, permits shall be granted on a first come first serve basis and the director may impose such reasonable and equitable restrictions as to allowable dates, hours or numbers of participants as may reasonably be required to provide, as much as possible, fair and equal opportunities for all applicants, while ensuring the efficient and effective operation of the transportation function of the airport. (Prior code § 2-2-35)

**16.12.440: RELOCATION OF ACTIVITIES:**

The director may move such permitted activities from one area to another upon reasonable written notice to the permit holder when such move or moves are necessary for the efficient and effective operation of the transportation function of the airport. Such move, however, shall not unreasonably interfere with the permittee's access to the general public. (Prior code § 2-2-34)

**16.12.450: FACE TO FACE DISCUSSIONS; CONDITIONS:**

The foregoing regulations shall not prevent or prohibit any person, group or organization from communicating their views in face to face discussions at locations in the airport other than the solicitations booth. Such communications, however, shall be conducted only in or upon those premises which are nonsecured, public use areas. Further, under no circumstances shall the same be conducted:

- A. Beyond the security checkpoints through which passengers and visitors are required to pass when moving toward aircraft gate positions; i.e., on the side of the security checkpoints where the gate positions of arriving and departing aircraft are located;

- B. In any areas reserved for particular uses, such as parking areas, restroom facilities, restaurants, ticket counters or baggage claim areas;
- C. Within ten feet (10') of any area leased exclusively to a tenant of the airport;
- D. Within thirty feet (30') of any security checkpoint; or
- E. Within ten feet (10') of any stairwell, elevator, enclosed concession, any holding areas within the airport concourses or any doors of general public circulation. (Amended during 1/88 supplement: prior code § 2-2-36)

**16.12.460: FACE TO FACE DISCUSSIONS; CONDUCT PROHIBITED:**

In conducting any face to face discussion or in an attempt to engage any person or persons in such discussions, no person shall:

- A. In any way obstruct, delay or interfere with the free movement of any other person, seek to coerce or physically disturb any other person, or hamper or impede the conduct of any authorized business at the airport;
- B. Use any sound or voice amplifying apparatus on the premises of the airport;
- C. Receive or accept any donation of money (but may direct to a location established under section 16.12.420 of this chapter, or its successor, any person wishing to make such a donation) except at a solicitation booth;
- D. Use any noisemaking device;
- E. In any way indicate to the public that he or she is a representative of the city, or the city's airports;
- F. Misrepresent his or her identity; or
- G. In any manner disrupt the orderly business of the airport. (Ord. 86-98 § 10, 1998: prior code § 2-2-37)

## **CHAPTER 16.16**

### **GENERAL FLIGHT REGULATIONS**

**SECTION:**

**16.16.010: Federal, State And Local Regulations Applicable**

**16.16.020: Pilots; U.S. Airman's Certificate Required**

**16.16.030: Aircraft; U.S. Registration Required**

**16.16.040: Commercial Flight Prerequisites**

**16.16.050: Armed Forces Personnel And Aircraft**

**16.16.060: Aircraft Owner Responsibilities**

**16.16.070: Landing Field Establishment Conditions**

**16.16.080: Traffic Rules For Flight Operations**

**16.16.090: Control Tower**

**16.16.100: Radio Communications (Rep. by Ord. 77-04 § 9, 2004)**

**16.16.110: Knowledge Of Field Rules Required**

**16.16.120: Airport Beacon Lighted During Daylight Hours; IFR (Rep. by Ord. 77-04 § 10, 2004)**

**16.16.130: Servicing Equipment**

**16.16.140: Portable Equipment Must Be Secured**

**16.16.150: Exceeding Airport Weight Limits Prohibited**

**16.16.160: Holding Or Boarding On Runways Prohibited**

**16.16.170: Flight Over The City; Restrictions**

**16.16.180: Flight Over The City; Minimum Altitude**

**16.16.190: Demonstration Flights And Ground Displays**

**16.16.200: Aerobatics Restrictions**

**16.16.210: Reckless Aircraft Operation; Penalty**

**16.16.220: Repairing Aircraft On Landing Area Prohibited**

**16.16.230: Accident Report Requirements**

**16.16.240: Damage By Aircraft; Responsibility**

**16.16.250: Damage By Aircraft; Lien For Payment Of Costs**

**16.16.260: Damaged Aircraft; Removal Responsibility**

**16.16.270: Tail Skids Prohibited (Rep. by Ord. 77-04 § 14, 2004)**

**16.16.280: Dropping Objects From Aircraft**

**16.16.290: Jumping Or Permitting Jumping From Aircraft**

**16.16.300: Skydiving**

**16.16.310: Gliders, Balloons And Similar Vehicles Prohibited**

**16.16.320: Ultralight Vehicles**

**16.16.010: FEDERAL, STATE AND LOCAL REGULATIONS APPLICABLE:**

No person shall navigate any aircraft, land aircraft upon, fly aircraft from or conduct any aircraft operations on or from the airport other than in conformity with pertinent federal, state and city laws and rules and regulations. (Prior code § 2-3-1)

**16.16.020: PILOTS; U.S. AIRMAN'S CERTIFICATE REQUIRED:**

It is unlawful for any person to pilot within the city any civil aircraft unless such person is the holder of a currently effective pilot certificate issued by the government of the United States, but this restriction shall not apply to any person certificated by a foreign country with which the United States has a reciprocal agreement. (Prior code § 2-3-2)

**16.16.030: AIRCRAFT; U.S. REGISTRATION REQUIRED:**

It is unlawful for any person to land upon or fly any aircraft from the airport unless there is prominently displayed in such aircraft a current certificate of registration and a currently effective certificate of airworthiness issued by the FAA, but this restriction shall not apply to any aircraft certificated by a foreign country with which the United States has a reciprocal agreement. (Prior code § 2-3-3)

**16.16.040: COMMERCIAL FLIGHT PREREQUISITES:**

It is unlawful for any person to carry passengers for hire or reward in any aircraft unless such person has been certificated by the FAA as a commercial pilot, and it is unlawful for any person to pilot any aircraft in a commercial flight which does not qualify under requirements of the FAA for transportation of persons or property for hire or reward. (Prior code § 2-3-4)

**16.16.050: ARMED FORCES PERSONNEL AND AIRCRAFT:**

All officers and members of the armed forces of the United States, either active or reserve, while engaged in the service of the United States and all aircraft owned by and/or operated exclusively under direction of the armed forces shall be subject to the provisions contained in this chapter except as to certification of aircraft and airmen. (Prior code § 2-3-5)

**16.16.060: AIRCRAFT OWNER RESPONSIBILITIES:**

No aircraft owner or operator shall lease to another or otherwise permit any person to operate any aircraft on or within the limits of the airport until such owner or operator has assured himself or herself that:

A. The lessee or permittee has in his/her possession a currently effective pilot certificate qualifying him/her to operate the particular aircraft involved, or a student pilot certificate properly endorsed for the flight involved;

B. The pilot has in his/her possession a currently effective medical certificate; and

C. The pilot has an understanding and working knowledge of FAA airport traffic control procedure, airport rules and regulations, and the use of aircraft radio. (Prior code § 2-3-11)

**16.16.070: LANDING FIELD ESTABLISHMENT CONDITIONS:**

It is unlawful for any person to set up or to maintain within the limits of the city any landing field for aircraft without special permission first obtained from the mayor in writing. (Prior code § 2-3-17)

**16.16.080: TRAFFIC RULES FOR FLIGHT OPERATIONS:**

In addition to FAR 91, the traffic rules set out in this chapter shall govern flight operations at the airport. (Prior code § 2-4-1)

**16.16.090: CONTROL TOWER:**

Air and ground traffic shall be under the direction of the control tower when operating within the movement area at Salt Lake City International Airport. All instructions to personnel of aircraft and vehicular traffic shall be transmitted by radio or by flashing light gun signals. (Prior code § 2-4-3)

**16.16.100: RADIO COMMUNICATIONS:**

(Rep. by Ord. 77-04 § 9, 2004)

**16.16.110: KNOWLEDGE OF FIELD RULES REQUIRED:**

All pilots and student pilots shall learn and have a working knowledge of airport field rules, traffic patterns, and practice and restricted areas of the city and the near vicinity thereof. (Prior code § 2-3-12)

**16.16.120: AIRPORT BEACON LIGHTED DURING DAYLIGHT HOURS; IFR:**

(Rep. by Ord. 77-04 § 10, 2004)

**16.16.130: SERVICING EQUIPMENT:**

The director shall authorize and designate the placement and parking of all aircraft servicing equipment of the airlines and other aircraft on the airport. (Prior code § 2-4-4)

**16.16.140: PORTABLE EQUIPMENT MUST BE SECURED:**

Portable loading ramps, baggage trucks and other such portable equipment shall be equipped with brakes, or if not so equipped, shall be secured by suitable locking devices when not in use. (Prior code § 2-9-5)

**16.16.150: EXCEEDING AIRPORT WEIGHT LIMITS PROHIBITED:**

No person shall land, take off or taxi an aircraft on the ramps, runways and taxiways of the airport with a gross weight in excess of the design limits for such ramps, runways and taxiways, or in excess of such weight limitations as the director may from time to time establish and publish in the "FAA Airport Facility Directory". (Ord. 77-04 § 11, 2004: prior code § 2-4-2)

**16.16.160: HOLDING OR BOARDING ON RUNWAYS PROHIBITED:**

No person shall board or disembark from any aircraft on the landing or takeoff area except in case of an emergency, nor shall any aircraft hold on a runway or landing strip while instructors are coaching students. Instructors shall not solo students except from the end of runways and in so doing shall clear the runway before disembarking from aircraft. (Prior code § 2-9-1)

**16.16.170: FLIGHT OVER THE CITY; RESTRICTIONS:**

Persons flying any aircraft within the limits of the city or the airport shall operate the same as to cause a minimum of noise and inconvenience and shall not endanger property or the lives of others. (Prior code § 2-3-14)

**16.16.180: FLIGHT OVER THE CITY; MINIMUM ALTITUDE:**

A. General Restrictions: Except as directed by FAA air traffic control, aircraft flown over residential or business areas of the city shall comply with minimum altitude as specified in regulations promulgated by the federal aviation administration.

B. Exemption For Flying Reindeer On Christmas Eve: On Christmas Eve only, flying reindeer and any cargo they may be towing shall be exempt from the provisions of subsection A of this section. (Ord. 77-04 § 12, 2004: Ord. 92-85 § 1, 1985: prior code §§ 2-3-8, 2-3-8(e))

**16.16.190: DEMONSTRATION FLIGHTS AND GROUND DISPLAYS:**

A. No flight or ground demonstrations shall be conducted on the airport without the express written approval of the director.

B. This shall not apply to aircraft sales demonstrations. (Ord. 77-04 § 13, 2004: prior code § 2-3-20)

**16.16.200: AEROBATICS RESTRICTIONS:**

It is unlawful for any person to aerobatically fly an aircraft:

A. Over any business, industrial or residential area of the city;

B. Over any open air assembly of persons within the corporate limits of the city; or

C. Within the corporate limits of the city while carrying passengers for hire or reward. (Prior code § 2-3-16)

**16.16.210: RECKLESS AIRCRAFT OPERATION; PENALTY:**

Any person who manifests a wilful disregard for the safety of persons or property may, after providing reasonable notice to such person and opportunity for hearing on the matter, be denied the use of the airport. If such disregard is due to any violation of airport rules and regulations or regulations in force and effect of the state or the FAA, denial of use of the airport may be for such period of time as in the discretion of the director is deemed advisable. (Prior code § 2-3-13)

**16.16.220: REPAIRING AIRCRAFT ON LANDING AREA PROHIBITED:**

No person having charge or control of an aircraft shall permit the same to remain unnecessarily on any part of the landing or takeoff area for the purpose of repairs. (Prior code § 2-9-2)

**16.16.230: ACCIDENT REPORT REQUIREMENTS:**

A. When, within the limits of the airport, death or injury to persons or damage to aircraft or other property results from collision, mishaps or accident involving any aircraft, or in or around any aircraft, a report shall be made immediately by the pilot or the registered owner to the FAA district safety office, the Utah state division of aeronautics, and to the director, stating the make and registration number of the aircraft, the time and place of the accident, and giving such other information as may be required in approved accident reports.

B. In the event of an accident occurring on the airport involving any aircraft, no vehicle or personnel will be permitted on the landing areas without the express approval of the airport management and/or the control tower. Aircraft in the air will continue to circle or land, wind permitting, on an unobstructed runway as directed by the control tower. (Prior code § 2-3-7)

**16.16.240: DAMAGE BY AIRCRAFT; RESPONSIBILITY:**

Any person who operates an aircraft in a negligent manner resulting in damage to airport equipment or buildings shall be required to reimburse the city for such damages. (Prior code § 2-3-19)

**16.16.250: DAMAGE BY AIRCRAFT; LIEN FOR PAYMENT OF COSTS:**

The director may claim a mechanic's lien and hold any aircraft until all fees and charges for materials, labor and damages to airport property have been paid. (Prior code § 2-9-4)

**16.16.260: DAMAGED AIRCRAFT; REMOVAL RESPONSIBILITY:**

Every aircraft owner, pilot and agent, severally, shall be responsible for the prompt removal of wrecked aircraft, together with such debris as may be resulted therefrom, as soon as permitted by FAA regulations. Care shall be used so as not to damage airport property. (Prior code § 2-9-3)

**16.16.270: TAIL SKIDS PROHIBITED:**

(Rep. by Ord. 77-04 § 14, 2004)

**16.16.280: DROPPING OBJECTS FROM AIRCRAFT:**

It is unlawful to drop any material, object or refuse from an aircraft while taxiing upon the airport or while in flight within the limits of

the airport or the city unless prior permission has been obtained in writing from the FAA, the Utah state aeronautics commission and the mayor. (Prior code § 2-3-9)

**16.16.290: JUMPING OR PERMITTING JUMPING FROM AIRCRAFT:**

A. Except in case of emergency, it is unlawful for any person aboard an aircraft in flight to jump from such aircraft at any point over the corporate limits of the city, or to land within the corporate limits of the city from an aircraft in flight, whether the jump therefrom is made within or outside the corporate limits without having first obtained permission from the mayor in writing.

B. Except in case of emergency, it is unlawful for the pilot or other persons in charge of an aircraft in flight to permit any person aboard to jump therefrom over the corporate limits of the city without such person having first obtained permission from the mayor in writing. (Prior code § 2-3-10)

**16.16.300: SKYDIVING:**

Skydiving operations shall not be conducted on or in the immediate vicinity of the airport without the prior written permission of the director. (Ord. 80-86 § 1, 1986: prior code § 2-3-22)

**16.16.310: GLIDERS, BALLOONS AND SIMILAR VEHICLES PROHIBITED:**

No gliders, hang gliders, heligriders, hot air balloons and similar aircraft like vehicles shall be operated on or from Salt Lake City International Airport or Salt Lake City Airport II. (Ord. 77-04 § 15, 2004: prior code § 2-3-21)

**16.16.320: ULTRALIGHT VEHICLES:**

Ultralight vehicles, as defined in 14 code of federal regulations section 103.1 or any successor thereto, shall be prohibited from operating at the Salt Lake City International Airport or Salt Lake City Airport II. (Ord. 77-04 § 16, 2004: Ord. 42-87 § 3, 1987: prior code § 2-3-23)

## CHAPTER 16.20

### TRAFFIC PATTERN

(Rep. by Ord. 77-04 §§ 17, 18, 19, 20, 2004)

## CHAPTER 16.24

### RUNNING ENGINES

SECTION:

**16.24.010: Airport Employee Safety Precautions**

**16.24.020: Starting Engines (Rep. by Ord. 77-04 § 21, 2004)**

**16.24.030: Runup Of Jet Or Jet Prop Engines (Rep. by Ord. 77-04 § 22, 2004)**

**16.24.040: Runup Areas**

**16.24.050: Running Engines In Hangars Prohibited**

**16.24.010: AIRPORT EMPLOYEE SAFETY PRECAUTIONS:**

Persons employed at the airport shall observe every precaution for their own safety when in the vicinity of turning propellers or jet engines and it shall be their duty to warn others of inherent dangers. (Prior code § 2-11-5)

**16.24.020: STARTING ENGINES:**

(Rep. by Ord. 77-04 § 21, 2004)

**16.24.030: RUNUP OF JET OR JET PROP ENGINES:**

(Rep. by Ord. 77-04 § 22, 2004)

**16.24.040: RUNUP AREAS:**

Aircraft engines shall be run up only in the areas designated by the director or the control tower. The aircraft shall be so placed that hangars, shops, groups of persons and other aircraft will not be in the path of the propeller stream or the blast from jet engines. The aircraft shall also be so placed that noise from such engine runup will not unreasonably inconvenience others. (Prior code § 2-11-3)

**16.24.050: RUNNING ENGINES IN HANGARS PROHIBITED:**

No person shall start an aircraft engine or run it while in a hangar. (Prior code § 2-11-2)

## CHAPTER 16.28

### TAXIING OF AIRCRAFT

SECTION:



**16.28.010: Standards; FAR Rules Applicable**

**16.28.020: Care And Safety Precautions**

**16.28.030: Clearance At Ramps And Terminal Areas**

**16.28.040: Crossing Runways**

**16.28.050: Passing Other Aircraft**

**16.28.060: Areas For Taxiing Or Towing**

**16.28.070: Taxiing In And Out Of Hangars**

**16.28.080: Jet And Prop Jet Powered Aircraft**

**16.28.010: STANDARDS; FAR RULES APPLICABLE:**

All aircraft shall be governed by the standard FAR-91 rules of taxiing and by the provisions of the following sections. (Prior code § 2-5-1)

**16.28.020: CARE AND SAFETY PRECAUTIONS:**

Aircraft shall be taxied carefully, having due regard for the safety of other aircraft, vehicles and persons. (Prior code § 2-5-3)

**16.28.030: CLEARANCE AT RAMPS AND TERMINAL AREAS:**

Persons taxiing past aircraft parked on ramps or in front of the terminal buildings shall use extreme caution. Adequate clearance shall be given when passing other aircraft, vehicles or persons. (Prior code § 2-5-2)

**16.28.040: CROSSING RUNWAYS:**

Aircraft, vehicles and pedestrians shall not cross any runway or taxiway at Salt Lake City International Airport until clearance by the control tower has been received. (Ord. 1-06 § 31, 2006: Ord. 77-04 § 23, 2004: prior code § 2-5-4)

**16.28.050: PASSING OTHER AIRCRAFT:**

Aircraft may pass other aircraft at Salt Lake City International Airport while taxiing only if cleared to do so by the control tower. (Prior code § 2-5-5)

**16.28.060: AREAS FOR TAXIING OR TOWING:**

No aircraft shall be taxied or towed on any area, other than the areas normally used for operation of aircraft, without the express prior written approval of the director. (Prior code § 2-5-8)

**16.28.070: TAXIING IN AND OUT OF HANGARS:**

No aircraft shall be moved into or out of any hangar with an engine running. (Prior code § 2-5-6)

**16.28.080: JET AND PROP JET POWERED AIRCRAFT:**

No jet or prop jet aircraft shall be taxied on the airport where the exhaust blast is likely to cause injury to persons or damage to property, runways, aprons or taxi strips. If it is impossible to taxi aircraft without causing such damage, engines must be shut down and the aircraft towed to its destination. (Prior code § 2-5-7)

## CHAPTER 16.32

### TAKEOFF PROCEDURES

SECTION:

**16.32.010: Standards; FAR Rules Applicable**

**16.32.020: Tower Clearance Required**

**16.32.030: Manned Balloons; Launch Site Requirements**

**16.32.010: STANDARDS; FAR RULES APPLICABLE:**

All aircraft shall be governed by the standard FAR-91 rules for takeoff and by the provisions of the following sections of this chapter. (Prior code § 2-6-1)

**16.32.020: TOWER CLEARANCE REQUIRED:**

Takeoff at Salt Lake City International Airport shall not be commenced until clearance has been received from the control tower. (Prior code § 2-6-2)

**16.32.030: MANNED BALLOONS; LAUNCH SITE REQUIREMENTS:**

It is unlawful for any person to launch any manned balloon or other similar aircraft within the corporate limits of the city, except at a launch site which meets the following requirements:

- A. The launch site is sufficiently large and open so that nothing will be contacted by the balloon upon takeoff;
- B. The terrain is suitable for such operations;
- C. The launch must not interfere with the safe operation of any of the city's airports. (Ord. 77-04 § 32, 2004: prior code § 2-6-11)

## CHAPTER 16.36

### LANDING RULES

#### SECTION:

##### **16.36.010: Standards; FAR Rules Applicable**

##### **16.36.020: Use Of Runways Required**

##### **16.36.030: Passing Aircraft While Landing Prohibited**

##### **16.36.010: STANDARDS; FAR RULES APPLICABLE:**

All persons piloting or flying aircraft shall be governed by the standard FAR-91 rules for landing in addition to the following provisions set out in this chapter. (Prior code § 2-8-1)

##### **16.36.020: USE OF RUNWAYS REQUIRED:**

Landings and takeoffs will be confined to paved runways. (Ord. 77-04 § 35, 2004: prior code § 2-8-7)

##### **16.36.030: PASSING AIRCRAFT WHILE LANDING PROHIBITED:**

No person shall land, maneuver or operate an aircraft in such a manner as to pass, or impair, restrict or impede the movement of, another aircraft. (Ord. 77-04 § 39, 2004: prior code § 2-8-6)

## CHAPTER 16.40

### AIRCRAFT PARKING RULES

#### SECTION:

##### **16.40.010: Areas For Parking**

##### **16.40.020: Parking On Apron**

##### **16.40.030: Airline Parking Positions**

##### **16.40.040: Air Taxi And Transient Parking**

##### **16.40.050: Securing Of Unattended Aircraft**

##### **16.40.060: Owner Responsible For Securing Aircraft**

##### **16.40.070: Orderly Parking; Cleanliness Of Area**

##### **16.40.080: Payment Of Rates And Charges Required**

##### **16.40.090: Violations; Impounding Of Aircraft**

##### **16.40.010: AREAS FOR PARKING:**

No person shall park any aircraft in any area on the airport other than that prescribed by the director. (Prior code § 2-10-1)

##### **16.40.020: PARKING ON APRON:**

Aircraft shall be parked only on painted parking spots designated for that use. (Prior code § 2-10-4)

##### **16.40.030: AIRLINE PARKING POSITIONS:**

No person shall park any aircraft on the airline parking positions for a period longer than that agreed to by the airline having jurisdiction over the position. No person shall park any aircraft so as to interfere with the proper use of airline equipment on the airline parking positions. (Prior code § 2-10-5)

##### **16.40.040: AIR TAXI AND TRANSIENT PARKING:**

Aircraft parking for air taxi and transient aircraft desiring to park at the city's airports may only do so in the areas designated by the department of airports as being provided for that purpose. (Ord. 77-04 § 40, 2004: prior code § 2-10-6)

##### **16.40.050: SECURING OF UNATTENDED AIRCRAFT:**

No person shall leave an aircraft unattended unless within a hangar or otherwise properly tied or secured. Owners shall assume the risk of damage to their own aircraft and shall be liable for any injury to persons or damage to others' property caused by their negligence in permitting the movement of their aircraft when attended or unattended. (Prior code § 2-10-2)

##### **16.40.060: OWNER RESPONSIBLE FOR SECURING AIRCRAFT:**

It shall be the duty of aircraft owners and operators to securely fasten their airplanes in a manner that prevents harm or damage. (Ord. 77-04 § 41, 2004: prior code § 2-10-3)

##### **16.40.070: ORDERLY PARKING; CLEANLINESS OF AREA:**

Each operator and attendant shall be responsible for the orderly parking of aircraft in the area adjacent to his or her hangar or hangars and for the cleanliness of the area he or she uses. (Prior code § 2-10-7)

**16.40.080: PAYMENT OF RATES AND CHARGES REQUIRED:**

It is unlawful for any person to park an aircraft in any area designated for parking without paying the prescribed rates and charges for such parking. (Prior code § 2-10-8)

**16.40.090: VIOLATIONS; IMPOUNDING OF AIRCRAFT:**

Any aircraft parked in violation of this chapter may be impounded by the director. Such aircraft shall not be released except upon payment by the owner, pilot or operator of such aircraft of a fee in the amount of fifteen dollars (\$15.00) for the cost of impound, together with the parking fee then due and all storage and towing charges reasonably resulting from such impounding to the time of payment of all fees and release of the aircraft. The impounding of an aircraft shall not prevent or preclude the institution and prosecution of criminal proceedings in the circuit court or elsewhere against the owner or operator of such impounded aircraft. (Prior code § 2-10-9)

**CHAPTER 16.44****NOISE RESTRICTIONS**

## SECTION:

**16.44.010: Definitions****16.44.020: Airport Use Restrictions****16.44.010: DEFINITIONS:**

For the purposes of this chapter the following definitions shall apply:

**AIRPLANE:** Any civil, subsonic turbojet powered airplane exceeding seventy five thousand (75,000) pounds in maximum certificated takeoff weight.

**STAGE 1 AIRPLANE:** An airplane that does not meet the stage 2 or 3 noise levels prescribed in section C36.5(a)(2) or C36.5(a)(3) of appendix C of federal aviation regulations part 36, or its successor.

**STAGE 2 AIRPLANE:** An airplane that complies with the noise levels prescribed in section C36.5(a)(2) of appendix C of federal aviation regulations part 36 (including use of the applicable tradeoff provisions).

**STAGE 3 AIRPLANE:** An airplane that complies with the noise levels prescribed in section C36.5(a)(3) of appendix C of federal aviation regulations part 36 (including use of the applicable tradeoff provisions). (Ord. 77-04 § 42, 2004: prior code § 2-20-1)

**16.44.020: AIRPORT USE RESTRICTIONS:**

No airplane may take off or land at Salt Lake City International Airport unless it is a stage 2 or 3 airplane. Any noise compliant airplane, however, may continue to operate at the airport. (Prior code § 2-20-2)

**CHAPTER 16.48****FIRE PROTECTION**

## SECTION:

**16.48.010: Fire Prevention Responsibility****16.48.020: Fire Extinguisher Requirements****16.48.030: Smoking Limitations****16.48.040: Heating And Fuel Burning Equipment****16.48.050: Floors To Be Free Of Flammable Material****16.48.060: Waste Receptacle Requirements****16.48.070: Fuel And Flammable Liquid Storage****16.48.080: Lubricating Oil Storage****16.48.090: Leaking Fuel Or Oil****16.48.100: Cleaning Of Aircraft****16.48.110: Painting And Doping Of Aircraft****16.48.120: Welding And Similar Operations****16.48.130: Open Flame Operations****16.48.140: Heating Of Oil****16.48.150: Storage Of Materials**

**16.48.160: Accumulation Of Litter Prohibited**

**16.48.170: Motor Vehicles In Hangars Prohibited**

**16.48.180: Alarmed Fire Escape Doors**

**16.48.010: FIRE PREVENTION RESPONSIBILITY:**

Every person using the airport or its facilities in any way shall use the utmost caution to prevent fire. (Prior code § 2-13-1)

**16.48.020: FIRE EXTINGUISHER REQUIREMENTS:**

Every building on the airport and every repair shop, doping or welding room shall be equipped with adequate fire extinguishers and first aid equipment approved by the city fire marshal. Such extinguishers and equipment shall be maintained in first class working condition at all times and it shall be the duty of the director to designate some person to examine the same and report their condition to the director as frequently as the director shall require. (Prior code § 2-13-13)

**16.48.030: SMOKING LIMITATIONS:**

Smoking shall be prohibited in those areas of airport buildings where no smoking signs are posted. (Prior code § 2-13-2)

**16.48.040: HEATING AND FUEL BURNING EQUIPMENT:**

All heating equipment and fuel burning appliances installed in any structure shall be in accordance with the provisions of this code relating to such installation. (Prior code § 2-13-6)

**16.48.050: FLOORS TO BE FREE OF FLAMMABLE MATERIAL:**

All lessees shall keep the floors of hangars, shops, storerooms, aprons and areas adjacent thereto leased by them, free of all grease, waste or other flammable material. (Prior code § 2-13-10)

**16.48.060: WASTE RECEPTACLE REQUIREMENTS:**

Metal receptacles with self-closing covers shall be provided for the disposal of oil waste, rags and other rubbish, and the contents thereof shall be removed at least daily. (Prior code § 2-13-11)

**16.48.070: FUEL AND FLAMMABLE LIQUID STORAGE:**

Aircraft fuel and other flammable liquids shall be stored in accordance with the requirements of this code relating to fire and fire prevention, including, but not limited to, the provisions of title 18 of this code, as amended. (Prior code § 2-13-3)

**16.48.080: LUBRICATING OIL STORAGE:**

No person shall keep or store lubricating oils in or about the hangars unless stored in closed containers. (Prior code § 2-13-16)

**16.48.090: LEAKING FUEL OR OIL:**

No person shall keep any aircraft stored in a hangar or tied down on any ramp, without providing for the containing of leaking fuel or oil. Repairs of any damage resulting from failure to observe proper containment of such leaks shall be made at the expense of the aircraft owner. (Prior code § 2-13-17)

**16.48.100: CLEANING OF AIRCRAFT:**

No person shall use flammable and/or volatile materials in the cleaning of any aircraft, aircraft engine, propeller or appliance unless such cleaning operations are conducted in open areas, as designated outside buildings and a safe distance from the same or other aircraft, or in a room specifically set aside for that purpose, which room must be properly fireproofed and equipped with adequate and readily accessible fire extinguishing apparatus. (Prior code § 2-13-5)

**16.48.110: PAINTING AND DOPING OF AIRCRAFT:**

Painting and doping is prohibited except in rooms adequately ventilated and approved by the city fire marshal. The doping and/or painting of aircraft, or parts thereof, shall not be permitted in any aircraft parking area, taxiway, shade hangar, or T-hangar. (Prior code § 2-13-4)

**16.48.120: WELDING AND SIMILAR OPERATIONS:**

No welding operations, nor the use of any appliance with an open flame or highly heated part shall be allowed except in shop space designated for such purpose by the director. (Prior code § 2-13-8)

**16.48.130: OPEN FLAME OPERATIONS:**

No person shall conduct any open flame operations in any hangar or building, or part thereof, unless specifically authorized by the director. (Prior code § 2-13-15)

**16.48.140: HEATING OF OIL:**

No person shall heat oil in any manner except with steam, hot water, hot air or electric heaters. (Prior code § 2-13-7)

**16.48.150: STORAGE OF MATERIALS:**

No person shall store or stock material or equipment in such a manner as to constitute a fire hazard. (Prior code § 2-13-14)

**16.48.160: ACCUMULATION OF LITTER PROHIBITED:**

No boxes, crates, rubbish, paper or other litter shall be permitted to accumulate in, about or around any hangar, and all oil, paint and varnish cans, bottles or other containers shall be removed from the hangar immediately upon being emptied. (Prior code § 2-13-12)

**16.48.170: MOTOR VEHICLES IN HANGARS PROHIBITED:**

Except as provided in section 12.56.240 of this code, or its successor, no automobile or other motor vehicle shall be driven into or allowed to remain inside any hangar ordinarily used for the storage or parking of aircraft for hire or reward except when necessary for some operation requiring its entrance therein, or as set forth in section 16.60.065 of this title. A hangar, or portion of a hangar, set aside and ordinarily used as a repair shop, however, is exempted from this provision. (Ord. 77-04 § 44, 2004: prior code § 2-13-9)

**16.48.180: ALARMED FIRE ESCAPE DOORS:**

No person may enter or exit through or activate any alarmed emergency fire escape door for other than its intended use without the prior permission of the director. (Ord. 42-87 § 2, 1987: prior code § 2-2-39)

## CHAPTER 16.52

### REFUELING AND DEFUELING

#### SECTION:

**16.52.010: Aircraft Refueling; Required Procedures**

**16.52.020: Aircraft Refueling; Authorized Dispensers**

**16.52.030: Fuel And Fueling Dispensers; Authorized Operations Only**

**16.52.035: Self-Fueling**

**16.52.040: Fire Extinguisher Requirements**

**16.52.050: Grounding; Required When**

**16.52.060: Grounding; Specific Equipment**

**16.52.070: Maintenance Of Fueling Equipment**

**16.52.080: Jet Fuel Dispensing Operations**

**16.52.090: Refueling Measurement Equipment**

**16.52.100: Smoking Prohibited**

**16.52.110: Attendant Required When Passengers In Aircraft**

**16.52.120: Refueling In Buildings Prohibited**

**16.52.130: Refueling Or Defueling Prohibited When**

**16.52.140: Operating Electrical Equipment Prohibited When**

**16.52.150: Starting Engines Prohibited When Gasoline On Ground**

**16.52.160: Prevention Of Fuel Overflow**

**16.52.170: Refueling Vehicles; Parking Restrictions**

**16.52.180: Washing Aircraft With Petroleum Products**

**16.52.190: Dumping Of Oil Prohibited**

**16.52.010: AIRCRAFT REFUELING; REQUIRED PROCEDURES:**

The refueling of all aircraft and vehicles shall be accomplished only by use of fuel trucks or pumps and pits approved by the director. Fueling equipment shall meet National Fire Prevention Association standards. Any other refueling procedures require prior written permission from the director. (Ord. 42-87 § 4, 1987: prior code § 2-12-2)

**16.52.020: AIRCRAFT REFUELING; AUTHORIZED DISPENSERS:**

No aircraft shall be refueled except by fuel dispenser authorized by the director. (Prior code § 2-12-1)

**16.52.030: FUEL AND FUELING DISPENSERS; AUTHORIZED OPERATIONS ONLY:**

A. Except as set forth in this section, only those persons or businesses having valid written lease agreements for commercial flight operations at the airport shall be allowed to have fueling dispensers on their leased premises. All such facilities shall comply with all laws and regulations relating thereto, and the director shall approve the location and construction of all such facilities.

B. Fuel which is delivered to the airport for the purpose of storage or resale on airport premises shall only be delivered to facilities located in an area which has been designated by the director as a fuel farm.

C. Any persons or businesses owning or having a valid written lease agreement for hangar space at the airport but which are not authorized to perform commercial flight operations at the airport shall be allowed to have fueling dispensers on their premises for storage purposes only, and not for delivery or resale purposes or any other purposes, if such persons or businesses own or lease a single hangar having an area of ten thousand (10,000) square feet or more. All such facilities shall comply with all laws and regulations relating thereto, and the director shall approve the location and construction of all such facilities. (Ord. 18-93 § 1, 1993: prior code § 2-12-19)

**16.52.035: SELF-FUELING:**

Aircraft owners or pilots desiring to conduct self-fueling operations shall notify the director in writing, obtain a written permit from the airport and comply with the terms thereof. (Ord. 42-87 § 5, 1987: prior code § 2-12-20)

**16.52.040: FIRE EXTINGUISHER REQUIREMENTS:**

Adequate fire extinguishers shall be kept within easy reach of all fueling and draining operations. (Prior code § 2-12-15)

**16.52.050: GROUNDING; REQUIRED WHEN:**

During period of fueling, refueling or defueling of any aircraft, the aircraft and fuel dispensing or draining apparatus shall be properly grounded to a point or points of zero electrical potential to prevent ignition of volatile gases by static electricity. (Prior code § 2-12-6)

**16.52.060: GROUNDING; SPECIFIC EQUIPMENT:**

All hoses, funnels and appurtenances used in fueling and draining operations shall be properly equipped with a grounding device. (Prior code § 2-12-11)

**16.52.070: MAINTENANCE OF FUELING EQUIPMENT:**

Fueling and defueling equipment, including hoses, valves, nozzles and such other equipment as may be used, shall be maintained in a safe operating and nonleaking condition. (Prior code § 2-12-10)

**16.52.080: JET FUEL DISPENSING OPERATIONS:**

Jet fuel dispensing operations shall provide for the recirculation of the fuel prior to and during delivery of fuel to the aircraft. (Prior code § 2-12-16)

**16.52.090: REFUELING MEASUREMENT EQUIPMENT:**

All refueling vehicles shall be equipped with functioning refueling measurement equipment. (Prior code § 2-12-12)

**16.52.100: SMOKING PROHIBITED:**

No smoking shall be permitted within fifty feet (50') of a refueling truck or within fifty feet (50') of an aircraft fuel tank while such aircraft is being refueled or defueled. (Prior code § 2-12-4)

**16.52.110: ATTENDANT REQUIRED WHEN PASSENGERS IN AIRCRAFT:**

During the refueling or defueling of any aircraft, no passenger or passengers shall be permitted in such aircraft unless a cabin attendant is stationed at or near the cabin door. (Prior code § 2-12-5)

**16.52.120: REFUELING IN BUILDINGS PROHIBITED:**

There shall be no fueling operations conducted in any building on the airport. (Prior code § 2-12-13)

**16.52.130: REFUELING OR DEFUELING PROHIBITED WHEN:**

No aircraft shall be refueled or defueled while the aircraft engine is running or while such aircraft is in a hangar or other enclosed place, or while being warmed by the application of external heat. (Prior code § 2-12-3)

**16.52.140: OPERATING ELECTRICAL EQUIPMENT PROHIBITED WHEN:**

During fuel handling in or about any aircraft, no person shall operate any radio transmitter or receiver, or shall switch electrical appliances off or on in such aircraft. (Prior code § 2-12-8)

**16.52.150: STARTING ENGINES PROHIBITED WHEN GASOLINE ON GROUND:**

No person shall start the engine of any aircraft whenever gasoline is on the ground or pavement thereunder. When gasoline is spilled or leaks from gasoline equipment or from aircraft, those persons in charge thereof shall immediately notify the airport fire department. (Prior code § 2-12-9)

**16.52.160: PREVENTION OF FUEL OVERFLOW:**

Persons engaged in aircraft fuel handling shall exercise care to prevent overflow of fuel. (Prior code § 2-12-7)

**16.52.170: REFUELING VEHICLES; PARKING RESTRICTIONS:**

Refueling vehicles shall be parked in areas approved by the director and at least fifty feet (50') from other aircraft and buildings except when actively fueling. (Ord. 77-04 § 45, 2004; prior code § 2-12-14)

**16.52.180: WASHING AIRCRAFT WITH PETROLEUM PRODUCTS:**

If petroleum products are used in the washing of aircraft, such washing shall be done only in those areas designated for such purpose. (Prior code § 2-12-17)

**16.52.190: DUMPING OF OIL PROHIBITED:**

Persons changing oil in their own aircraft shall not dump drained or surplus oil upon the surface of the ground on airport property, or into storm drains. (Prior code § 2-12-18)

## CHAPTER 16.56

### AERONAUTICAL SERVICES; LEASING AIRPORT PROPERTY

**SECTION:****16.56.010: Aeronautical Service Business Requirements****16.56.020: Mandatory And Minimum Standard Lease Clauses****16.56.030: Lease Proposal Requirements****16.56.040: Bond Requirements****16.56.050: Miscellaneous Businesses; Annual Fee****16.56.060: Aerial Application Operations**

**16.56.070: Aircraft Fuel And Oil Dispensing Services**

**16.56.080: Aircraft Parts House**

**16.56.090: Aircraft Rental**

**16.56.100: Aircraft Sales**

**16.56.110: Airframe And/Or Power Plant Repair**

**16.56.120: Air Transportation Service**

**16.56.130: Commercial Flight Service**

**16.56.140: Complete Fixed Base Operation**

**16.56.150: Flight Training**

**16.56.160: Flying Club Regulations**

**16.56.170: Radio, Instrument Or Propeller Repair Service**

**16.56.180: Multiple Services**

**16.56.010: AERONAUTICAL SERVICE BUSINESS REQUIREMENTS:**

A. Any person desiring to perform aeronautical services at or from the airport must submit to the director, prior to commencing any operation, information satisfactory to the director that the prospective tenant meets the minimum standards established herein for engaging in such business on the airport.

B. The applicant shall submit to the director a verified statement, including a complete summary of the general nature of the applicant's general aviation operation, and if an individual, his/her name and address, or if a partnership, the names and addresses of all the partners, or if a corporation, association or organization, the names of the president, vice president, secretary, and full time managing officer or managing employee.

C. Any person operating as a fixed base operation shall require all employees to participate in fire, rescue or other emergency training conducted by the city fire department on a schedule convenient to both parties.

D. All personnel of lessee are required to hold FAA certificates and ratings and must maintain such certificates and ratings.

E. Any person offering any services, or combinations thereof, shall do so under written lease or permit agreement with the city. In the event services are provided under a permit agreement, the following shall apply:

1. Such permit will be issued for a period of one year. In the event the permit is abandoned by the holder, or is canceled by the director: a) for failure to comply with the airport rules and regulations, or the directives issued pursuant thereto, or b) for violation of any of the provisions of this title, as amended, there shall be no refund of permit fees previously paid or accrued.

2. Employees of fixed base operators or others operating under contract with the city, which contracts allow the contracting party to perform such services, shall not be required to obtain the permit provided for by this section in order to perform services on behalf of such contracting party.

3. The permit holder shall maintain and keep available for inspection by the director, at reasonable times and places, in accurate form, such permanent written records as may be necessary to show the nature of services performed pursuant to such permit, when, where and for whom the services were performed and the charge therefor. The permit holder shall submit to the director, not less than every six (6) months, a statement of the charges made during the preceding six (6) months, for the services performed pursuant to such permit.

4. The permit holder shall meet such other qualifications as may from time to time be established by the director, and shall conduct the services for which the permit is issued without discrimination and in accordance with the airport rules and regulations.

5. The permit holder shall indemnify, hold harmless and defend the city from any and all claims of liability for personal injury, death, or property damage resulting from permittee's operation at the airport. Any and all permits shall contain language similar to that required of leasehold operations as stated in section 16.56.020 of this chapter, or its successor.

6. All permit holders shall comply with the airport rules and regulations.

7. All permit holders shall obtain and keep current the appropriate license or licenses as required by the city, county, state and federal authorities to engage in the business or activities conducted by such holders.

8. The director may cancel any permit for failure of the permittee to comply with the airport rules and regulations or directives issued pursuant thereto or this title, as amended. A permit shall be canceled only after reasonable notice to the permittee and an opportunity to be heard by the airport board's general aviation subcommittee, whose decision shall be final. (Ord. 86-98, 1998: prior code § 2-19-1)

**16.56.020: MANDATORY AND MINIMUM STANDARD LEASE CLAUSES:**

The following minimum standards for leasehold operations at the airport shall include therein the building codes, as adopted in this code, and the state and the appropriate API standards for the handling of aviation fuels. All leases concerning aeronautical services at the airport shall contain the following provisions:

A. Fair Operation: The lessee agrees to operate the premises leased for the use and benefit of the public and to furnish such service on a fair, equal and not unjustly discriminatory basis to all users thereof, and to charge fair, reasonable and not unjustly discriminatory prices for each unit or service. The lessee, however, may be allowed to make reasonable and nondiscriminatory



discounts, rebates or other similar types of price reductions to volume purchasers.

B. Compliance Requirements: The lessee, for himself/herself, and for his/her heirs, personal representatives, successors in interest and assigns, as part of the consideration hereof, does hereby covenant and agree, as a covenant running with the land, that in the event facilities are constructed, maintained or otherwise operated on the property described in this lease for a purpose for which a department of transportation program or activity is extended, or for any other purpose involving the provision of a similar service or benefit, a lessee shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to title 49, code of federal regulations, department of transportation, subtitle A, office of the secretary, part 21, nondiscrimination in federally assisted programs of the department of transportation - effectuation of title VI of the civil rights act of 1964 and any provisions of such regulations as may in the future be amended.

C. Nondiscrimination Covenants: The lessee, for himself/herself, and for his/her heirs, personal representatives, successors in interest and assigns, as part of the consideration hereof, does hereby covenant and agree, as a covenant running with the land:

1. That no person, on the grounds of race, color or national origin, shall be excluded from participation in, denied the benefits of or be otherwise subjected to discrimination in the use of such facilities;

2. That in the construction of any improvements on, over or under such land and the furnishing of services thereof, no person on the grounds of race, color or natural origin shall be excluded from participation in, denied the benefits of, or otherwise be subject to discrimination; and

3. That the lessee shall use the premises in compliance with all other requirements imposed by, or pursuant to title 49, code of federal regulations, department of transportation, subtitle A, office of the secretary, part 21, nondiscrimination in federally assisted programs of the department of transportation - effectuation of title VI of the civil rights act of 1964 and any provisions of such regulations as may in the future be amended.

D. Termination Of Lease: In the event of a breach of any of the nondiscrimination covenants pursuant to part 21 of the regulations of the office of the secretary of transportation, the lessor shall have the right to terminate this lease and to reenter and repossess said land and the facilities thereon and hold the same as if said lease had never been made or issued.

E. Servicing Aircraft: It is clearly understood and agreed by the lessee that no right or privilege has been granted which would operate to prevent any person, firm, or corporation operating aircraft on the airport from performing services on its own aircraft with its own regular employees (including, but not limited to, maintenance and repair) that it may choose to perform.

F. Exclusive Right: It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right.

G. Improvement Of Landing Area: Lessor reserves the right to further develop or improve the landing area of the airport as it sees fit, regardless of the desires or views of the lessee and without interference or hindrance from lessee.

H. Maintenance And Repair: Lessor reserves the right, but without obligation to lessee, to maintain and keep in repair the landing areas of the airport and all public facilities of the airport, together with the right to direct and control all activities of lessee in this regard.

I. National Emergency: During the time of war or national emergency, lessor shall have the right to lease the landing area or any part thereof to the United States government for military or naval use, and if such lease is executed the provisions of this instrument, insofar as they are inconsistent with the provisions of the lease to the government, shall be suspended.

J. Protection Against Obstruction: Lessor reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstruction, together with the right to prevent lessee from erecting, or permitting to be erected, any building or other structure on or adjacent to the airport which, in the opinion of the lessor, would limit the usefulness of the airport or constitute a hazard to aircraft.

K. Federal Agreements: This lease shall be subordinate to the provisions of any existing or future agreement between lessor and the United States, relative to the operation and maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the airport.

L. Right To Close Airport: The lessor reserves the right to temporarily close the airport or any of the facilities thereon for maintenance, improvement, or for the safety of the public.

M. Assignment Of Lease: Lessor reserves the right to approve or deny any assignment of this lease or sublease of the premises.

N. Indemnification:

1. It is understood and agreed that the lessee is an independent contractor and not an agent or employee of the city, and the city is an independent contractor and not an agent or employee of the lessee with regard to its acts or omissions hereunder.

2. Lessee agrees to indemnify fully, defend and save and hold harmless the city, its officers, agents and employees from and against all losses, damages, claims, liabilities and causes of action of every kind of character and nature as well as costs and fees, including reasonable attorney fees connected therewith, and expenses of the investigations thereof, based upon or arising out of damages or injuries to third persons or their property caused by the negligence, intentional acts or omissions of lessee, its officers, agents or employees. City shall give to lessee prompt and reasonable written notice of any such claims or action, and lessee shall have the right to investigate, compromise and defend the same to the extent of its own interests. In carrying out any of the provisions herein, or in exercising any power or authority granted to lessee, there shall be no liability upon any official of Salt Lake City Corporation, Salt Lake City airports, their authorized assistants, consultants or employees, either personally or as officials of the city, it being understood that in such matters they act as agents and representatives of Salt Lake City Corporation.

3. It is further understood and agreed that the city assumes no responsibility for any damages or losses that may occur to the lessee's property, except the only obligation that the city assumes is that it will not wilfully, intentionally or negligently damage the



property of the lessee.

Note: These minimum standards do not abrogate existing leases on the airport, as of the effective date hereof. (Ord. 86-98 § 12, 1998: prior code § 2-19-2)

**16.56.030: LEASE PROPOSAL REQUIREMENTS:**

The city will not accept an original request to lease land or facilities at the airport unless the proposed lessee submits in writing a proposal which sets forth the scope of operations proposed, which shall include the following:

- A. The services the applicant will offer;
- B. The amount of land that the applicant desires to lease;
- C. The building space the applicant will construct or lease;
- D. The number of aircraft the applicant will provide;
- E. The number and qualifications of persons the applicant will employ;
- F. The proposed hours of operation;
- G. The amount and types of insurance coverage the applicant will maintain;
- H. Evidence of the applicant's financial capability to perform and provide the above services and facilities. (Prior code § 2-19-3)

**16.56.040: BOND REQUIREMENTS:**

A. Upon the execution of the lease agreement and prior to entering the premises, the lessee shall provide to the city a performance bond, written with a company or companies acceptable to the city, conditioned upon the faithful and true performance, observation and compliance with all of the terms, conditions and provisions of the lease agreement. Such performance bond shall be in an amount based upon twenty percent (20%) of the minimum guaranteed annual rental and fees, rounded to nearest one hundred dollars (\$100.00). In lieu of such performance bond, the city may, upon the approval of the director, accept a cash deposit equivalent to the performance bond, and the city shall not be required to pay any interest on the deposit.

B. Airport users each shall provide to the city a performance bond, written with a company or companies acceptable to the city, conditioned upon the faithful performance, observation and compliance with this title. Such performance bond shall be in an amount based upon twenty percent (20%) of the user's projected annual landing and other fees, rounded to the nearest one hundred dollars (\$100.00). In lieu of such performance bond, the city may, upon the approval of the director, accept a cash deposit equivalent to the performance bond, and the city shall not be required to pay any interest on such deposit. (Ord. 42-87 § 10, 1987: prior code § 2-19-4)

**16.56.050: MISCELLANEOUS BUSINESSES; ANNUAL FEE:**

Minimum requirements associated with any business for profit not specifically addressed in this title shall be as provided by the director. In providing the minimum requirements herein, the director shall treat all similar type services equally. Permittee shall pay to the city the annual fee shown on the Salt Lake City consolidated fee schedule prior to issuance of the permit agreement. (Ord. 24-11, 2011)

**16.56.060: AERIAL APPLICATION OPERATIONS:**

Any person desiring to engage in aerial application operations must hold an agricultural aircraft operator certificate issued by the FAA under part 137 of the FAA regulations, comply with requirements of the state and political subdivisions thereof, and as a minimum, do the following:

- A. Register the business with the director, stating the scope of activities to be entered into;
- B. Enter into a lease in which the leasehold shall contain adequate square feet of land to provide for buildings, aircraft parking and tiedown, and parking space for loading vehicles and equipment;
- C. Construct or lease a building providing adequate square footage of properly lighted and heated space for housing office, restrooms and storage. Such building shall contain public telephone facilities;
- D. Provide at least one person holding a current FAA commercial certificate, properly rated for the aircraft to be used and meeting the requirements of part 137 of the FAA regulations and applicable regulations of the state;
- E. Provide at least one aircraft, which shall be airworthy, meeting all the requirements of part 137 of the FAA regulations and applicable regulations of the state. Such aircraft shall be owned or leased by agreement in writing and based on the lessee's leasehold;
- F. Provide storage and containment of noxious chemical materials in a segregated, safe area protected from public access;
- G. Provide availability of aircraft suitably equipped for agriculture or firefighting operations with adequate safeguards against spillage of noxious chemical materials on the runways or taxiways or dispersal by wind force to other operational areas on the airport;
- H. The hours of operation shall be as required by each individual lessee;
- I. Provide proof of insurance coverage in the form of a policy or certificate of insurance, written by an insurance company or companies acceptable to the city, in an amount not less than five million dollars (\$5,000,000.00) combined single limit bodily injury liability and property damage liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The coverages as provided above shall be increased if, in the opinion of the mayor or his/her designee, such is warranted. (Ord. 88-86 § 18, 1986: prior code § 2-19-13)

**16.56.070: AIRCRAFT FUEL AND OIL DISPENSING SERVICES:**

Any person desiring to dispense aviation fuels and oil and provide other related services, such as aircraft parking, shall, as a minimum, do the following:

- A. Register the business with the director stating the scope of activities to be entered into;
- B. Obtain appropriate certification to comply with FAA regulations and maintain such certification in a current status;
- C. Enter into a lease in which the leasehold shall contain adequate square feet of land to provide for building or buildings, adequate aircraft parking area and dispensing equipment;
- D. Construct or lease a building which will provide adequate square footage of properly lighted and heated floor space for office, public lounge and restrooms. Such building shall contain public telephone facilities;
- E. Provide at least one properly trained person who shall be on duty during all hours of operation;
- F. Provide emergency starting equipment, adequate fire extinguishers, adequate towing equipment, and wheel chocks;
- G. Provide as a minimum two (2) dispensers, metered, filter equipped, fixed or mobile, for dispensing aviation fuels in sufficient quantity to supply the demand, adequate stock of appropriate lubricants, and separate dispensing pumps and meters for each grade of fuel to be dispensed;
- H. Fueling service shall be provided from six o'clock (6:00) A.M. to thirty (30) minutes after sundown, seven (7) days per week. At least one fixed base operator, however, shall be open twenty four (24) hours per day, seven (7) days per week. Such twenty four (24) hour per day requirement shall not be applicable at Airport II unless there exists two (2) or more fixed base operators at the airport;
- I. Provide insurance coverage, written with an insurance company or companies acceptable to the city, in an amount not less than one million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The above coverages shall be increased when, in the opinion of the city, such is warranted. (Prior code § 2-19-9)

**16.56.080: AIRCRAFT PARTS HOUSE:**

Any person desiring to provide an aircraft parts house must, as a minimum, do the following:

- A. Register the business with the director, stating the scope of activities to be entered into;
- B. Enter into a lease in which the leasehold shall contain adequate square feet of land for required building;
- C. Construct or lease a building providing adequate square footage of properly lighted and heated space to house office, restroom facilities, and minimum shop and hangar space as required for FAA repair shop certification. Such building shall contain public telephone facilities;
- D. Provide knowledgeable personnel in sufficient number to meet the requirements of operation;
- E. The normal operating hours will be at the operator's discretion. The services, however, shall be reasonably available to the public;
- F. Provide proof of insurance coverage in the form of a policy or a certificate of insurance with a company or companies acceptable to the city, in an amount not less than one million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The coverages as provided above shall be increased if, in the opinion of the mayor or his/her designee, such is warranted. (Ord. 88-86 § 14, 1986: prior code § 2-19-11)

**16.56.090: AIRCRAFT RENTAL:**

A. Minimum Requirements: Any person desiring to engage in the rental of aircraft to the public must, as a minimum, do the following:

1. Register the business with the director, stating the scope of activities to be performed;
2. Enter into a lease in which the leasehold shall contain adequate square footage of land to provide space for aircraft parking and building or buildings;
3. Lease or construct a building which will provide adequate square footage of properly heated and lighted space for housing of offices, restrooms and public space. Such building shall contain a telephone for public use;
4. Provide at least one person having a current pilot certificate with appropriate ratings. The office shall be attended during all hours of operations;
5. Provide at least one airworthy aircraft owned or leased in writing to the lessee;
6. Accomplish all work and maintain all aircraft in accordance with FAA regulations, and have all work inspected according to state and federal regulations;
7. Provide proof of insurance coverage in the form of a policy or a certificate of insurance, with a company or companies acceptable to the city, for all aircraft owned, in amounts not less than one million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability and not less than one hundred thousand dollars (\$100,000.00) per seat passenger liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional

insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The amounts under the basic coverage, as provided above, may be increased if, in the opinion of the city, it is warranted.

B. Operating Hours: The normal operating hours of an aircraft rental business will be at the operator's discretion. The services, however, shall be reasonably available to the public.

C. Fees: If the right to perform aircraft rental on the airport is granted to any person by permit agreement as stated in subsection 16.56.010E of this chapter, or its successor, such person shall pay the fee shown on the Salt Lake City consolidated fee schedule, per year for each aircraft such person owns which will be used in the performance of aircraft rental. Ownership as used herein shall be as the term "owner" is defined in section 16.04.320 of this title, or its successor. The permittee will supply the director a list of all aircraft with the corresponding FAA "N-number" for all aircraft to be used in the performance of aircraft rental. Such fees will be paid prior to the issuance of the permit agreement. The payment of annual fees above will be increased or decreased by aircraft the permittee adds or may delete in the performance of aircraft rental during the time said permit agreement is in place. Permittee shall be subject to all conditions of this section except space requirements as stated in subsections A2 and A3 of this section. (Ord. 24-11, 2011)

#### **16.56.100: AIRCRAFT SALES:**

A. Any person desiring to engage in business of commercial sale of new and/or used aircraft must, as a minimum, do the following:

1. Register the business with the director, stating the scope of activities to be entered into;
2. Enter into a lease in which the leasehold shall contain adequate space for operation of the business to be conducted;
3. Provide proof of insurance coverage, in the form of a policy or certificate of insurance written by an insurance company or companies acceptable to the city, in amounts not less than one million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability and not less than one hundred thousand dollars (\$100,000.00) per seat passenger liability. Said policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The above coverage shall include aircraft held for sale and/or demonstration by the lessee but owned by others;
4. Provide the buyer proof that the aircraft to be sold is certificated under FAA regulations as airworthy, or provide the buyer with a statement of the work required to meet all regulations in order to obtain certification;
5. Provide or contract for all necessary service to fulfill implied and expressed warranties on aircraft within the terms of the contract.

B. If the right to perform aircraft sales on the airport is granted to any person by permit agreement as stated in subsection 16.56.010E of this chapter, or its successor, such person shall pay a fee of one hundred dollars (\$100.00) prior to issuance of the permit agreement. Permittees shall be subject to all the requirements of this section except space requirements as stated in subsection A2 of this section.

C. Transacted sales by persons normally not in the business of aircraft sales on a commercial basis are exempt from this section. (Prior code § 2-19-5)

#### **16.56.110: AIRFRAME AND/OR POWER PLANT REPAIR:**

Any person desiring to engage in airframe and/or power plant repair service must, as a minimum, do the following:

- A. Register the business with the director, stating the scope of activities to be entered into;
- B. Enter into a lease in which the leasehold shall contain adequate space for operation of the business to be conducted, or if no space is required, otherwise comply with sections 16.12.070 and 16.12.090 of this title;
- C. Provide the appropriate certification to comply with FAA regulations, and maintain such certificate in a current status;
- D. Provide proof of insurance coverage in the form of a policy or a certificate of insurance with a company or companies acceptable to the city, in an amount not less than one million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' written notice to the city. The above coverages shall be increased when, in the opinion of the city, the number and type of aircraft serviced warrants same;

E. Accomplish all work in accordance with FAA regulations and have all work inspected according to state and federal regulations. (Ord. 77-04 § 46, 2004: prior code § 2-19-6)

#### **16.56.120: AIR TRANSPORTATION SERVICE:**

The following shall apply to any person desiring to engage in scheduled air transportation service:

- A. Such person must hold a current FAA certificate with ratings appropriate for the functions to be accomplished.
- B. Prior to entering into an agreement for any space to be leased from the city, and prior to commencing any operations at the airport for conduct of the business of air transportation, the prospective lessee must present to the director information satisfactory to the director that the lessee meets the minimum standards established by the city for engaging in the business of air transportation.
- C. Each prospective lessee shall submit to the director a verified statement, including a complete summary of the general nature of its air transportation business and if an individual, such person's name and address, or if a partnership, the names and addresses of all the partners, or if a corporation, association or other organization, the names and addresses of the president, vice president, secretary, and full time managing officer or station manager.

D. The lessee may be required to submit a financial statement and credit ratings acceptable to the city.

E. The lessee must be a certified air carrier who holds a certificate of public convenience and necessity issued under section 401 of the federal aviation act of 1958, as amended, or its successor, other than an air carrier which holds a certificate of public convenience and necessity for supplemental air service; or a supplemental air carrier as defined in title 1, general provisions definitions, section 101(32) of the federal aviation act of 1958, as amended, or its successor; or an air taxi operator subject to part 298 of the economic regulations of the civil aeronautics board and engaged directly in air transportation of passengers and/or property, and who does not hold a certificate of public convenience and necessity issued by the civil aeronautics board pursuant to section 401 of the federal aviation act of 1958, as amended, or other economic authority issued by the civil aeronautics board.

F. All airlines and air transportation companies must meet the following minimum standards for the conduct of business at the airport:

1. The lessee shall lease space in the terminals on the west side of Salt Lake City International Airport providing adequate square footage of space for passengers and crew members of itinerant aircraft, office, passenger gatehold, and satisfactory arrangements for checking of passengers, handling of luggage and ticketing.

2. The lessee shall provide at least one FAA certificated commercial pilot who is appropriately rated to conduct air taxi service as offered. At its option, the city may require the lessee to provide assurance satisfactory to the city of its continued availability of suitable aircraft with qualified operating crews.

3. The lessee shall provide at least one 4-place aircraft which shall meet all the requirements of the commercial operator's certificate held.

4. The normal operating hours will be at the operator's discretion. The services, however, shall be reasonably available to the public eight (8) hours per day, five (5) days per week. Scheduled lessees must supply to the city a schedule of their flights, shall operate at all times on a scheduled basis, and shall comply with all city, county, state and federal laws, rules, regulations and ordinances.

5. Each airline and air transportation company shall provide proof of insurance coverage in the form of a policy or certificate of insurance, written with a company or companies acceptable to the city, in an amount not less than twenty five million dollars (\$25,000,000.00) combined single limit bodily injury liability and property damage liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The city, at its option, may require insurance coverage in excess of the coverage provided for above if in the opinion of the city it is warranted. (Prior code § 2-19-12)

#### **16.56.130: COMMERCIAL FLIGHT SERVICE:**

A. Any person desiring to engage in the commercial flight services shall, as a minimum, do the following:

1. Provide at least one person having a current pilot certificate with appropriate ratings for the aircraft to be flown;

2. Provide at least one properly certificated aircraft owned or leased in writing to the lessee which is maintained according to the standards of a commercial operation under the appropriate FAR;

3. Provide proof of insurance coverage in the form of a policy or a certificate of insurance, written by a company or companies acceptable to the city, for all aircraft owned or leased by lessee in amounts not less than one million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability and not less than one hundred thousand dollars (\$100,000.00) per seat passenger liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The coverages as provided above shall be increased if, in the opinion of the mayor or his/her designee, such is warranted.

B. If the right to perform commercial flight service on the airport is granted to any person by permit agreement, as stated in subsection 16.56.010E of this chapter, or its successor, such person shall pay the fee shown on the Salt Lake City consolidated fee schedule, per year. If the person performing a commercial flight service is the owner (as the term "owner" is defined in section 16.04.320 of this title, or its successor), of the aircraft used in the performance of a commercial flight service, the person performing a commercial flight service shall pay an additional fee shown on the Salt Lake City consolidated fee schedule per aircraft per year for each aircraft used in the performance of a commercial flight service. The permittee will supply the director a list of all aircraft with the corresponding FAA "N-number" for all owned aircraft to be used in the performance of commercial flight service. Such fees will be paid prior to the issuance of the permit agreement. The payment of annual fees above will be increased or decreased by owned aircraft the permittee adds or may delete in the performance of commercial flight service during the time the permit agreement is in place. The permittee shall be subject to all conditions of this section except space requirements as stated in subsection A2 of this section. (Ord. 24-11, 2011)

#### **16.56.140: COMPLETE FIXED BASE OPERATION:**

Any person desiring to engage in a complete fixed base operation must, as a minimum, do the following:

A. Register the business with the director, stating the scope of activities to be entered into;

B. Provide sales, servicing, rental and display of franchised aircraft, aircraft engine overhaul, repair and maintenance (at least demonstrated capability to perform minor repairs coupled with possession of the necessary tools, jacks, towing equipment, tire repair equipment, etc.), and airframe repair and maintenance service for business and/or personal aircraft by FAA certificated mechanics with appropriate airframe and/or power plant ratings;

C. In providing aircraft rental and sales, provide for the following:

1. Availability, during specified hours, of aircraft commensurate with the scope of planned activity as specified in this chapter,

2. Sales or distributorship franchise for an aircraft manufacturer for new aircraft, or adequate sources of used aircraft,
  3. Suitable sales and office facilities, which may be leased, rented or constructed on the airport property,
  4. Satisfactory arrangements at the airport for repairing and servicing of sold aircraft during the sale guarantee period, as specified in sections 16.56.080, 16.56.100, 16.56.110 and 16.56.170 of this chapter, or their successors,
  5. Minimum stocks of spare parts peculiar to the aircraft types for which sales privileges are granted;
- D. Provide, at lessee's option, radio repair and overhaul services, sale at wholesale or retail of any aircraft parts and accessories, and/or propeller repair or overhaul services as licensed by the FAA and as prescribed in this chapter;
- E. Any person who desires to operate as a fixed base operator shall meet the following minimum standards:
1. Lease existing facilities or construct a building to provide adequate square footage of shop space meeting local and state industrial code requirements, plus adequate office space. Such facility shall contain a public telephone,
  2. Provide full time FAA certificated mechanics in such fields as airframe and engine maintenance, electronic instrument maintenance, and others as required,
  3. Provide minimum equipment, such as, but not limited to, machine tools, jacks, lifts and test centers, as required for its operation,
  4. Make arrangements for access to, or for the provision of, such minimum capacity for the storage of aircraft as the director shall specify, and shall be required to remove any nonairworthy aircraft from the airport premises within a reasonable time,
  5. Promptly remove from the public landing area, as soon as permitted by cognizant FAA and CAB authorities, any disabled aircraft owned or controlled by the lessee, coupled with the availability of or arrangements made for suitable tractors, towbars, jacks, dollies, and other equipment as might be needed to remove the largest aircraft that normally could be expected to be operated from the lessee's facility,
  6. Meet all applicable safety requirements, if painting of aircraft is anticipated;
- F. Furnish, as may be required by the city, such primary line service to the public on a nondiscriminatory basis as the sale of aviation petroleum fuel and aircraft propellant products, the rental of aircraft parking areas, storage and/or hangar space (including demonstrated capability to efficiently and safely move aircraft to such areas and store them in compliance with local regulations), pilot training with FAA certified instructors, aircraft rental facilities, aircraft charter, and flight maintenance facilities;
- G. Provide, as may be required by the city, the following:
1. At all fueling locations, suitable space in a convenient location to service the type of aircraft using the airport,
  2. Tank storage capacity, either above or below ground as mutually agreed upon, for aviation fuels,
  3. Adequate grounding rods at all fueling locations to eliminate hazards of static electricity, together with mobile and/or fixed pumping equipment which meets all applicable safety requirements, with reliable metering devices subject to independent inspection, and with a pumping efficiency capable of filling jet aircraft including the "jumbo" or "bus" series within a reasonable time,
  4. Uniformed personnel on full time duty during all hours of operation;
- H. Maintain an adequate staff of employees with skills, licenses and certificates appropriate to the activity provided as specified in these minimum standards;
- I. Conform to all safety, health and sanitary codes;
- J. Provide energizers, starters, passenger loading steps, oxygen and compressed air, together with such other equipment and supplies as may be required to serve the types of aircraft using its facility;
- K. Remove snow and otherwise clean up lessee's fueling and aircraft parking areas and possess the equipment necessary for this purpose;
- L. Furnish, as may be required by the city, a financial statement and credit rating acceptable to the city;
- M. Provide insurance coverage written with an insurance company or companies acceptable to the city in amounts not less than two million dollars (\$2,000,000.00) combined single limit bodily injury liability and two million dollars (\$2,000,000.00) hangar keeper's liability insurance. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy, the insurer will give thirty (30) days' prior written notice to the city. The above levels of coverage shall be increased if, in the opinion of the mayor or his/her designee, such is warranted;
- N. Be available, either individually or in connection with the other fixed base operators situated at the airport, for repair service and emergency service during the night hours, weekends and holidays, to ensure that aircraft repair service is available for general aviation users at all times. This service shall be provided for the public and/or general aviation users. In any event, each fixed base operator shall remain open for business at least eight (8) hours daily, five (5) days each week. The lessee may be required by the city to supply, on a twenty four (24) hour basis, seven (7) days per week, facilities for the sale of aviation petroleum, fuel and aircraft propellant products. Likewise, lessee may be required to provide basic facilities and employees to handle the tiedown and/or hangar space for aircraft on a seven (7) day, twenty four (24) hour basis. (Ord. 88-86 § 17, 1986: prior code § 2-19-16)

#### **16.56.150: FLIGHT TRAINING:**

- A. Any person desiring to engage in pilot flight instruction shall provide, as a minimum, the following:

1. Registration: Register the business with the director, stating the scope of activities to be entered into;
  2. Lease: Enter into a lease in which the leasehold shall contain reasonable space which is adequate for operation of the business to be conducted;
  3. Certification: Obtain appropriate certification to comply with FAA regulations and accomplish all flight checks and other requirements to maintain such certification in a current status;
  4. Insurance:
    - a. Provide proof of insurance coverage in the form of a policy or a certificate of insurance, with a company or companies acceptable to the city, in the minimum amounts established by section 63-30-34, Utah Code Annotated, or its successor, as maximum amounts for which a governmental entity may be held liable,
    - b. A flight instructor using an aircraft which it does not own shall be in compliance with this section if the aircraft owner carries insurance in type and amounts equal to or greater in coverage than the above, and the aircraft owner's insurer names the flight instructor as a named insured on the aircraft owner's insurance policy,
    - c. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. The above coverage shall be increased when, in the opinion of the mayor or his/her designee, such is warranted.
- B. If the right to perform flight training on the airport is granted to any person by permit agreement as stated in subsection 16.56.010E of this chapter, or its successor, such person shall pay the fee shown on the Salt Lake City consolidated fee schedule, per year. If the person performing flight training is the owner (as the term "owner" is defined in section 16.04.320 of this title, or its successor), of the aircraft used in the performance of flight training, the person performing flight training shall pay an additional fee shown on the Salt Lake City consolidated fee schedule per aircraft per year for each aircraft used in the performance of flight training. The permittee will supply the director a list of all aircraft with the corresponding FAA "N-number" for all owned aircraft to be used in the performance of flight training. Such fees will be paid prior to the issuance of the permit agreement. The payment of annual fees above will be increased or decreased by owned aircraft the permittee adds or may delete in the performance of flight training during the time the permit agreement is in place. The permittee shall be subject to all conditions of this section except space requirements as stated in subsection A2 of this section. (Ord. 24-11, 2011)

#### **16.56.160: FLYING CLUB REGULATIONS:**

- A. Approval Required: Flying clubs shall be permitted at the airport only upon prior written approval of the director.
- B. Definition Of Flying Club: "Flying club" means an association or group of more than three (3) individuals jointly owning or leasing an aircraft where payment is made to the club for the operating time of such aircraft. The registration certificate issued by the FAA must show the names of all owners if the club is not incorporated, and the aircraft must be registered in the name of any incorporated flying club.
- C. Organization: Flying clubs must be organized as nonprofit corporations under the laws of the state, or as duly organized nonprofit, functioning unincorporated associations for the purpose of:
1. Fostering flying for pleasure;
  2. Development of skills in aeronautics, including pilotage or navigation; and
  3. The development of an awareness and appreciation of aviation requirements and techniques by the general public in the field of aviation and aeronautics.
- D. Documents Required: Flying clubs shall furnish the director with copies of their bylaws, articles of incorporation, operating rules, membership agreements, and the location and address of the club's registered office. The director shall also be furnished with a current roster of all officers and directors, including places of residence, business addresses and telephone numbers, who shall be responsible for compliance by the club members with all aviation laws and airport rules and regulations.
- E. Commercial Operation Prohibited: Neither flying clubs nor any individual member thereof shall provide instruction to other than its members or engage in charter service or in any commercial operation at the airport.
- F. Membership Records: Flying clubs shall keep a membership record of all members, containing full names and addresses, past and present members included, together with the date their membership commenced and terminated, and the investment share held by each member. Such records shall be available for review at any reasonable time by the director.
- G. Operation Of Aircraft:
1. All aircraft owned, leased or used by flying clubs shall be registered with the director, and may not be leased or loaned to others for any commercial use, purpose or venture. The club's aircraft shall not be used by other than bona fide members for rental or by anyone for charter or taxi lease.
  2. An aircraft operated, owned or leased by a flying club shall meet all airworthiness requirements of the appropriate federal agency.
  3. The flying club shall not derive greater revenue from the use of its aircraft than the amount necessary for its actual operation, maintenance and replacement.
- H. Rule And Regulation Compliance: All flying club members must comply with all FAA, state and airport rules and regulations.
- I. Insurance Required: Each aircraft owned by the flying club must have liability insurance coverage in amounts not less than one

million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability, and not less than one hundred thousand dollars (\$100,000.00) per seat passenger liability. Certificates of such insurance coverage shall be filed with the director and the policy shall contain a provision whereby such insurance may be canceled only after giving thirty (30) days' written notice to the director. The above levels of coverage shall be increased if, in the opinion of the mayor or his/her designee, such is warranted.

J. Holding Harmless: The flying club shall indemnify, defend and hold harmless the city from any and all claims of liability for personal injury, death or property damage, or any and all other damages whatsoever resulting from its operation at the airport. (Amended during 1/88 supplement: Ord. 88-86 § 18, 1986: prior code § 2-19-17)

#### **16.56.170: RADIO, INSTRUMENT OR PROPELLER REPAIR SERVICE:**

A. Any person desiring to provide a radio, instrument or propeller repair service must, at a minimum, do the following:

1. Register the business with the director, stating the scope of activities to be entered into;
2. Obtain appropriate certification to comply with FAA regulations and maintain such certification in a current status;
3. Enter into a lease in which the leasehold shall contain adequate square feet of land for required building;
4. Construct or lease a building providing adequate square footage of properly lighted and heated space for housing office, restroom facilities and minimum shop and hangar space as required for FAA repair shop certifications. Such building shall contain public telephone facilities;
5. Provide at least one FAA certified repairman qualified in accordance with the terms of the repair station certificate;
6. The normal operating hours of such service will be at the operator's discretion. The services, however, shall be reasonably available to the public;
7. Provide proof of insurance coverage in the form of a policy or certificate of insurance, written by an insurance company or companies acceptable to the city, in an amount not less than one million dollars (\$1,000,000.00) combined single limit bodily injury liability and property damage liability. Such policy or certificate of insurance shall be filed with the city, shall name Salt Lake City Corporation as an additional insured, and shall contain a statement that in the event of cancellation or material change in the policy the insurer will give thirty (30) days' prior written notice to the city. Insurance coverage limits may be required to be increased when it is deemed by the city that the risk exposure is greater than the minimum requirements herein.

B. If the right to perform radio instrument or propeller repair on the airport is granted to any person by permit agreement as stated in subsection 16.56.010E of this chapter, or its successor, such person shall pay the fee shown on the Salt Lake City consolidated fee schedule prior to issuance of the permit agreement. The permittee shall be subject to all conditions of this section except space requirements, as stated in subsections A3 and A4 of this section. (Ord. 24-11, 2011)

#### **16.56.180: MULTIPLE SERVICES:**

A. Any person desiring to engage in two (2) or more commercial aeronautical activities must, as a minimum, do the following:

1. Register the business with the director, stating the scope of activities to be entered into;
2. Obtain appropriate certification to comply with FAA regulations, and maintain such certification in a current status;
3. Enter into a lease for multiple services in which the leasehold shall contain adequate square feet of land to provide space for specific use area requirements established for services to be offered. Specific use space need not be cumulative where a combination use can be reasonably and feasibly established, the determination of which is to be made by the city;
4. Construct or lease a building containing adequate square footage to provide properly lighted and heated space for office, public lounge, pilot briefing, and restrooms. Such building shall contain public telephone facilities. Repair stations must provide minimum shop and hangar space as required for FAA repair shop certification;
5. Assign multiple responsibilities, as needed, to personnel in order to meet personnel requirements for all activities, provided such personnel meet requirements for all activities engaged in;
6. Meet all requirements for aircraft for the specific activities to be engaged in; however, multiple uses can be made of all aircraft, except aerial applicator aircraft, to meet these requirements. In order to meet these requirements, however, a minimum of two (2) aircraft must be owned or leased, under the direct control of the lessee, and based on the lessee's leasehold;
7. Provide all equipment specifically required for each activity;
8. Provide all services specifically required for each activity during the hours of operation as required for that activity under these minimum standards;
9. Adhere to the operating schedule as required for each activity;
10. Obtain the highest single coverage in the amounts and types of insurance established for each specific activity.

B. If the right to perform multiple services at the airport is granted to any person by permit agreement as stated in subsection 16.56.010E of this chapter, or its successor, such person shall be responsible for payment of all fees as established for each aeronautical activity engaged in, as specified in this chapter; provided, however, fees for owned aircraft (as the term "owner" is defined in section 16.04.320 of this title, or its successor) will be assessed for one aeronautical activity only. The permittee shall be subject to all conditions of this section except space requirements as stated in subsections A3 and A4 of this section. (Prior code § 2-19-15)

## MOTOR VEHICLE OPERATION

SECTION:

### Article I. General Regulations

- 16.60.001: Authority To Establish Rules And Regulations
- 16.60.005: Exemptions From Requirements Of This Chapter
- 16.60.010: Compliance With State And Other Regulations
- 16.60.020: Driving On Loading Areas; Restrictions
- 16.60.030: Vehicle Ramp Operations
- 16.60.040: Common Carriers
- 16.60.050: Accidents To Be Reported
- 16.60.060: Prohibited Vehicles And Animals
- 16.60.065: Parking Areas
- 16.60.067: Parking Vehicles
- 16.60.070: Impoundment Authorized When
- 16.60.075: Passenger Courtesy Carts

### Article II. Ground Transportation Businesses

- 16.60.080: Purpose Of Article II Provisions
- 16.60.090: Definitions
- 16.60.095: Businesses Authorized To Provide Ground Transportation
- 16.60.097: Ground Transportation Service At The Airport
- 16.60.100: Passenger Pick Up Zones
- 16.60.110: Commercial Charges
- 16.60.120: Ground Transportation Fees Required
- 16.60.130: Payment Of Fees
- 16.60.140: City Ordinances Applicable To Airport
- 16.60.180: Ground Transportation Booths
- 16.60.190: Staging And Parking Of Ground Transportation Vehicles
- 16.60.200: Signs

## ARTICLE I. GENERAL REGULATIONS

### 16.60.001: AUTHORITY TO ESTABLISH RULES AND REGULATIONS:

To the extent authorized by the provisions of this chapter and consistent with other applicable provisions of this code, the department director, under guidance and direction from the mayor, may enter into contracts deemed necessary or desirable and may establish rules and regulations necessary to administer the provisions of this chapter and any security or operating requirements applicable to the Salt Lake City International Airport. (Ord. 68-14, 2014)

### 16.60.005: EXEMPTIONS FROM REQUIREMENTS OF THIS CHAPTER:

Vehicles licensed and operated by a government agency, a university or school district, the Utah transit authority, an ambulance service, and others, as may be designated in department rules and regulations, and others, as may be designated by the director, are exempt from the requirements of this chapter. (Ord. 68-14, 2014)

### 16.60.010: COMPLIANCE WITH STATE AND OTHER REGULATIONS:

A. No person shall operate a motor vehicle on the airport except in strict compliance with applicable laws of the state, city ordinances, and department rules and regulations.

B. No person or owner shall drive, or permit to be driven, stopped or parked on any street, parking lot, alleyway or driveway within the airport, any vehicle which is required under the laws of the state to be inspected and registered unless such vehicle has been inspected and registered, and has attached thereto in proper position a valid and unexpired certificate of inspection as required by the laws of the state.



C. All vehicles operated on airport property, including ramp areas, shall be maintained in a safe operating condition. (Ord. 68-14, 2014)

**16.60.020: DRIVING ON LOADING AREAS; RESTRICTIONS:**

A. Any motorized vehicle being used on the ramp as a service vehicle shall display the department issued identification sticker. Each such vehicle shall also bear company identification visible from fifty feet (50') on both sides of the vehicle.

B. No person or vehicle is permitted in, on, or around any secured area, such as, but not limited to, any hangar, landing field, runway, apron or taxi strip, without prior permission from the department director.

C. Automobiles, trucks and other equipment (including airport maintenance and emergency vehicles) being driven on any landing area, runway, taxi strip, or apron shall display a standard checkered flag or flashing amber or red light, as appropriate, if operated during the nighttime, or, when applicable, be marked in accordance with Federal Aviation Administration regulations or as directed by the Department Director, and shall not be operated without prior permission of the control tower. (Ord. 68-14, 2014)

**16.60.030: VEHICLE RAMP OPERATIONS:**

A. Speed Limits: Motor vehicles shall be operated on established streets and roadways within the airport in strict compliance with speed limits posted on traffic signs. They shall also be maintained and operated in conformity with all motor vehicle regulations and laws of the State and City. Motor vehicles being operated on any passenger loading ramp, aircraft parking ramp, or in any area immediately adjacent to the terminals or hangars, shall be driven cautiously and at a safe and reasonable speed, but not to exceed twenty (20) miles per hour.

B. Use Of Ramp Roadways: Vehicles shall only be operated within the limits of the designated painted roadways on the air operations areas, except as required to perform aircraft servicing and airfield inspections.

C. Traffic Markings On Paved Surfaces: Vehicle operators shall observe all traffic markings painted on pavement surfaces of the aircraft operations area.

D. Yield Right-Of-Way To Aircraft: All vehicles shall yield right-of-way to any aircraft when the aircraft is under tow or has its engines operating. No vehicle shall proceed past such aircraft until the vehicle's progress will not impede the aircraft's movement. This section does not preclude the establishment of agreements to the contrary between the City and the Federal Aviation Administration. (Ord. 68-14, 2014)

**16.60.040: COMMON CARRIERS:**

No common carrier, vehicle for hire, or ground transportation vehicle shall load or unload passengers at the airport at any place or in any manner other than that designated by the Department Director. (Ord. 68-14, 2014)

**16.60.050: ACCIDENTS TO BE REPORTED:**

Any person involved in an accident resulting in personal injury or damage to property on the airport shall report such accident promptly to the Office of the Department Director. (Ord. 68-14, 2014)

**16.60.060: PROHIBITED VEHICLES AND ANIMALS:**

No go-cart, motorbike, bicycle, house trailer, or similar vehicle, or horse, shall be permitted on any landing area, ramp, taxiway, or hangar area without approval of the Department Director, except for bicycles that are secured and delivered to an aircraft for transport, or motorcycles used for surface transportation in a hangar area. (Ord. 68-14, 2014)

**16.60.065: PARKING AREAS:**

A. Parking areas for motor vehicles shall be set aside for airport employee parking and general public parking. No person shall park a motor vehicle or a trailer in any place on the airport other than those areas designated by the Department Director or as expressly set forth in this title. No person shall park a vehicle in or use an area designated as an employee parking lot unless such person has complied with all rules and regulations, and other requirements for employee parking as established by the department.

B. Tenants of T-hangars and shade hangars may park their motor vehicles in their own hangars when the aircraft is being flown, or in front of their hangar if they are present. Service or delivery vehicles may park next to a tenant's hangar long enough for delivery. All others shall park in public lots.

C. No person shall park a motor vehicle on the airport in excess of seventy two (72) consecutive hours unless it is parked in the public parking area or with the authorization of the airport.

D. No person shall park a motor vehicle in an area designated as a public parking lot unless such person pays the authorized rate for such parking lots. A schedule of parking rates shall be available in the Airport Office of Finance and Administration. No person shall use an area designated as a public parking lot for any primary or ancillary commercial or revenue producing purpose without written permission from the department. Each hour of use in violation of this section shall be a separate offense. (Ord. 10-19, 2019)

**16.60.067: PARKING VEHICLES:**

No person shall park a vehicle on the airport other than in the manner and at locations indicated by posted traffic signs and markings. Each hour a vehicle remains parked in violation of this section shall be a separate offense. (Ord. 68-14, 2014)

**16.60.070: IMPOUNDMENT AUTHORIZED WHEN:**

Any vehicle parked in violation of department rules and regulations may be impounded or relocated by a certified peace officer. The owner thereof shall pay for the tow charge, regular parking fees, and other penalties and related charges. (Ord. 68-14, 2014)

**16.60.075: PASSENGER COURTESY CARTS:**

A. No person may operate any vehicle inside a city owned building at the airport without proper authority. The owner of any such authorized vehicle shall install and maintain a speed governor on each such vehicle which will prevent the vehicle from exceeding five (5) miles per hour. Vehicles at all times shall be maintained in a safe operating condition. Any person operating such vehicle shall yield to pedestrians, not pass pedestrians unless there is enough space to leave an eighteen inch (18") clearance between

vehicle and pedestrian, and otherwise operate the vehicle in a safe manner.

B. The department director may prohibit the operation of such vehicles at the airport or limit their use at any time. (Ord. 68-14, 2014)

## ARTICLE II. GROUND TRANSPORTATION BUSINESSES

### **16.60.080: PURPOSE OF ARTICLE II PROVISIONS:**

The provisions set out in this article are enacted for the purpose of:

A. Requiring persons who conduct business at the airport by providing ground transportation service to assist the city in defraying the expense of providing certain facilities and services provided for ground transportation vehicles and services using the airport, and to create an equitable assessment of fees for its use; and

B. Requiring such persons to adhere to department rules and regulations regarding the operation of ground transportation vehicles to ensure that such are conducted in a safe, efficient, and cost effective manner for the public benefit. (Ord. 68-14, 2014)

### **16.60.090: DEFINITIONS:**

The following words and phrases, when used in this chapter, shall have the meanings defined and set forth in this section:

**AIRPORT SHARED RIDE SERVICE:** Ground transportation provided by an authorized ground transportation business contracted through the department of airports to provide on demand shared ride service to and from the Salt Lake City International Airport.

**AIRPORT SHARED RIDE VEHICLE:** Any authorized ground transportation vehicle operating under contract with the department of airports to provide airport shared ride service.

**AUTHORIZED GROUND TRANSPORTATION BUSINESS:** Any business operating any ground transportation vehicle, which has a current, valid business license as required by the city and which:

A. Registers the business in accordance with the requirements established by the department, and

B. Is current with all fees or charges imposed by the department or city.

**AUTOMOBILE:** Any motor vehicle with passenger seating for five (5) persons or less not including the driver.

**BUS:** Any motor vehicle with a seating capacity of twenty five (25) passengers or more, not including the driver.

**BUSINESS:** A voluntary association legally formed and organized to carry on a business in Utah in the legal name of the association, including, without limitation, a corporation, limited liability company, partnership, or sole proprietorship.

**CIVIL NOTICE:** The written notice of a ground transportation violation.

**COURTESY VEHICLE:** Any motor vehicle regularly operated on Salt Lake City streets for transportation of customers and/or baggage without making a specific separate charge to the passenger for such transportation.

**DEPARTMENT:** The Salt Lake City department of airports.

**DEPARTMENT AUTOMATED VEHICLE IDENTIFICATION (AVI) TAG:** An electronic transponder used to identify vehicles and provide the department with vehicle data and billing information.

**DEPARTMENT DIRECTOR:** The director of the Salt Lake City department of airports.

**DEPARTMENT INSPECTION SEAL:** A sticker or seal issued by the department to signify that a ground transportation vehicle has passed the required department inspection. These department inspection seals are nontransferable and no ground transportation vehicle may be operated without such seal.

**DEPARTMENT RULES AND REGULATIONS:** Rules and regulations developed and adopted by the department director to govern ground transportation service and businesses at the airport.

**FIXED SCHEDULE:** Ground transportation service operating on a regular time schedule previously announced as to time of departure and arrival between the airport and definitely established and previously announced points along definitely established and previously announced routes regardless of whether there are passengers or freight to be carried.

**GROUND TRANSPORTATION APPEAL COMMITTEE:** A committee established by the department director to hear and rule on appeals, suspensions, and other matters related to ground transportation in and connected with the city.

**GROUND TRANSPORTATION BUSINESS:** Any business operating any ground transportation vehicle.

**GROUND TRANSPORTATION SERVICE:** The transportation of passengers by a ground transportation business.

**GROUND TRANSPORTATION VEHICLE:** Any motor vehicle used for the transportation of persons using Salt Lake City streets for commercial purposes regardless of whether a fee or fare is collected.

**HOTEL VEHICLE:** Any motor vehicle regularly operated by a ground transportation business under contract to or directly by a motel, hotel, or other lodging business to provide transportation of customers and/or baggage for the contracted establishment, for which transportation the customer is charged a separate fee or fare, and which is subject to a contract filed with the department providing for operating the vehicle.

**LIMOUSINE:** Any vehicle described by its manufacturer or aftermarket manufacturer as a limousine or a luxury vehicle, with a driver

furnished, who is dressed in professional business attire or a chauffeur's uniform.

**MINIBUS:** Any motor vehicle with a seating capacity of sixteen (16) to twenty four (24) passengers, not including the driver.

**ON DEMAND AIRPORT SERVICE OR ON DEMAND SERVICE:** Transportation provided by an authorized ground transportation business which is not "scheduled service" or "prearranged service from the airport" as defined in this section.

**PREARRANGED SERVICE FROM THE AIRPORT:** Transportation from the airport to points within the corporate limits of Salt Lake City provided by an authorized ground transportation business which is contracted for between such business and the person to be transported, or by an agent of the person, prior to the arrival of the person at the Salt Lake City International Airport. Prearranged service from the airport shall include airport ground transportation contracted for by an airline company on behalf of its own passengers whose regular air travel may have been disrupted in some manner. An agent may include a travel agent, family member, employee, business or meeting planner, but excludes an authorized ground transportation business.

**SCHEDULED SERVICE:** Transportation provided by an authorized ground transportation business on a fixed schedule posted with the department in advance of such transportation.

**TAXI STAND:** A public place alongside the curb of a street, or elsewhere in the city, which has been designated by the mayor or the mayor's designee as reserved for the use of taxicabs available for hire by passengers, including places otherwise marked as freight zones or other parking restricted zones if designated for use of taxicabs during specified times.

**TAXICAB:** A motor vehicle used in the on demand for hire transportation of passengers or baggage over the public streets and not operated over a fixed route or upon a fixed schedule, but which is subject for contract hire by persons desiring special trips from one point to another, as provided under title 5, chapter 5.72 of this code, or its successor chapter, and authorized to operate in Salt Lake City by contract with the department.

**VAN:** Any licensed motor vehicle other than those designated as a limousine with a passenger seating capacity of six (6) to twelve (12), not including the driver.

**VEHICLE OPERATOR'S BADGE OR OPERATOR'S BADGE:** An identification badge issued by the department to an individual to signify that the individual has met the requirements to operate a ground transportation vehicle. (Ord. 68-14, 2014)

**16.60.095: BUSINESSES AUTHORIZED TO PROVIDE GROUND TRANSPORTATION:**

It shall be a violation to operate a ground transportation vehicle at the airport, unless such vehicle is part of an authorized ground transportation business. (Ord. 68-14, 2014)

**16.60.097: GROUND TRANSPORTATION SERVICE AT THE AIRPORT:**

All authorized ground transportation businesses may provide on demand service, scheduled service, or prearranged service at the airport. (Ord. 68-14, 2014)

**16.60.100: PASSENGER PICK UP ZONES:**

All persons operating a ground transportation vehicle on the premises of the airport shall pick up passengers only in areas as designated by the department director. Ground transportation vehicles may occupy such area only for the period of time established by the department director. (Ord. 68-14, 2014)

**16.60.110: COMMERCIAL CHARGES:**

Commercial charges may be imposed by the city for the use of airport facilities and services. Any business located at, or doing business on, the airport shall pay all established fees applicable to such business. (Ord. 68-14, 2014)

**16.60.120: GROUND TRANSPORTATION FEES REQUIRED:**

No ground transportation vehicle or business shall use the airport's roadways or facilities without paying required fees established under section 16.60.110 of this chapter. (Ord. 68-14, 2014)

**16.60.130: PAYMENT OF FEES:**

Payment of required fees shall be made in the manner prescribed by the department director consistent with department rules and regulations and applicable provisions of this code. (Ord. 68-14, 2014)

**16.60.140: CITY ORDINANCES APPLICABLE TO AIRPORT:**

All applicable ordinances set forth in this code, including, without limitation, title 5, chapters 5.71 and 5.72 of this code or their successors, shall apply to the airport. Pursuant to applicable provisions of this code, the department director may enter into contracts and establish rules and regulations for taxicab operations specific to the airport.

With the approval of the mayor and upon notice to the city council the department director may waive or temporarily impose restrictions not addressed in this chapter or department rules and regulations if it is determined that circumstances in the city exist that create congestion, security concerns, emergency conditions, or other operational problems, and that a temporary suspension or modification of ordinances is in the best interests of the city to address such circumstances. If the city council does not act within sixty (60) days to approve or disapprove the action, then the action is deemed approved. (Ord. 68-14, 2014)

**16.60.180: GROUND TRANSPORTATION BOOTHS:**

There may be established within the terminal buildings at the airport one or more ground transportation booths for the exclusive use of authorized ground transportation businesses to assist the public to arrange for transportation, including travel reservations and ticket sales. These booths may be made available to businesses in accordance with applicable contracts and/or department rules and regulations.

A. No authorized ground transportation business may solicit passengers at the airport except at a bona fide ground transportation booth established by the department director and operated by the authorized ground transportation business.

B. No person or business including any ground transportation business may contract for passenger meet and greet services on

behalf of any ground transportation business without written permission of the department director.

C. In addition to civil penalties, any violation of these solicitation restrictions by any driver or representative of any authorized ground transportation business may result in such driver or business being barred from any further entry to an airport terminal as a driver or authorized ground transportation business employee.

D. No representative of any authorized ground transportation business shall transport baggage or cargo in behalf of a customer to or from the airport without documentation such as baggage claim tickets or transfer documents clearly indicating the authority of such representative to transport such baggage. Said representative shall produce such documentation for inspection upon request by an authorized official of the department. (Ord. 68-14, 2014)

#### **16.60.190: STAGING AND PARKING OF GROUND TRANSPORTATION VEHICLES:**

Any use of a staging area, parking facilities, taxi stands, parking areas, traffic lanes or other areas and facilities used by authorized ground transportation vehicles are subject to department rules and regulations. (Ord. 68-14, 2014)

#### **16.60.200: SIGNS:**

Signs may be posted at the airport by authorized ground transportation businesses if such signs are in accordance with applicable city ordinances, department contracts, department rules and regulations, and have been approved by the department director. (Ord. 68-14, 2014)

## **CHAPTER 16.64**

### **VIOLATION, PENALTY AND ENFORCEMENT**

#### **SECTION:**

#### **16.64.010: Prohibitive Nature Of Regulations**

#### **16.64.020: Removal Authorized When**

#### **16.64.025: Violation; Penalty**

#### **16.64.027: Issuance Of A Civil Notice Of Violation**

#### **16.64.030: Civil Penalties And Enforcement**

#### **16.64.050: Enforcement Procedures; Civil Notice Of Ground Transportation Violation**

#### **16.64.060: Expedited Appeal Of Exclusion**

#### **16.64.010: PROHIBITIVE NATURE OF REGULATIONS:**

It is a violation for any person to do any act prohibited by law, to fail or refuse to do any act required by law, to operate any vehicle or aircraft in violation of any provisions of this title or department rules and regulations, or to operate any vehicle or aircraft unless such vehicle or aircraft is equipped and maintained as provided in this title or other applicable law. (Ord. 68-14, 2014)

#### **16.64.020: REMOVAL AUTHORIZED WHEN:**

Any person using airport property, operating any vehicle or handling any aircraft in violation of this title or other applicable law, or by refusing to comply therewith, may be removed or ejected from the airport, and may be deprived of the further use of the airport and its facilities for such length of time as may be deemed necessary by the Department Director to ensure the safeguarding of the same and the public and its interest therein. (Ord. 68-14, 2014)

#### **16.64.025: VIOLATION; PENALTY:**

Any person guilty of violating any provision of this title shall be deemed guilty of a Class B misdemeanor, except the violation of certain sections of this title as set forth in section 16.64.030 of this chapter, which shall constitute civil violations. (Ord. 68-14, 2014)

#### **16.64.027: ISSUANCE OF A CIVIL NOTICE OF VIOLATION:**

A. Every notice issued under this chapter shall be issued in the form of a written civil notice and shall contain a statement that the named party may appeal the imposition of the penalty and provide information regarding how to appeal.

B. Any driver, vehicle owner, or business that violates any provision of this chapter may be named in a civil notice issued by the City. A violation of any provision of this chapter by any driver or vehicle owner shall also constitute a violation of such provision by the business under whose authority such driver or owner was operating at the time of the violation. (Ord. 10-19, 2019)

#### **16.64.030: CIVIL PENALTIES AND ENFORCEMENT:**

A. Any person or entity in violation of this title, department rules and regulations, or other applicable law is subject to civil penalties and any other lawful action as may be taken by the Department Director to ensure the safe and effective operations of the airport.

B. The City may revoke, suspend, or deny renewal of a City business license to operate a business for violation of any provision of this title, department rules and regulations, or other applicable law as provided under title 5, chapter 5.02 of this Code.

C. The department may revoke, suspend or deny renewal of an operator's badge, department automated vehicle identification tag, or department inspection seal for violation of any provision of this title, department rules and regulations, or other applicable law. The person or business affected may request, in writing filed with the department, an appeal hearing before the Ground Transportation Appeal Committee. Any such revocation, suspension or denial of renewal shall remain in effect until the party against whom such action is taken requests reinstatement, and the Ground Transportation Appeal Committee determines that reinstatement

is appropriate.

D. If any named party fails to comply with civil penalties imposed under this chapter, such party may be subject to suspension, revocation, or nonrenewal of a City license to operate a business, operator's badge, department automated vehicle identification tag and department inspection seal.

E. Civil penalties may be imposed as set forth below. The named party in the civil notice shall be liable for a civil penalty. Any penalty assessed in connection with this section may be in addition to any other penalty that may be imposed by law or department rules and regulations.

F. Violations of the following shall constitute civil violations and be subject to the following penalties:

Code	Amount Of Penalty	Violation
Code	Amount Of Penalty	Violation
General regulations:		
16.12.060	\$ 500.00	Commercial activities
16.12.080	500.00	Conduct of general business
16.12.270	200.00	Unauthorized use of roads and walks
16.60.010	500.00	Vehicle operations on airport
16.60.020	1,000.00	Secured area vehicle operations
16.60.030	1,000.00	Ramp area vehicle operations
16.60.040	200.00	Unauthorized passenger load/unload
16.60.050	1,000.00	Failure to report accident
16.60.060	1,000.00	Prohibited vehicle or animal in secure area
16.60.065	200.00	Parking area restrictions/failure to pay fees
16.60.067	100.00	Parking violation posted signs
16.60.075	500.00	Courtesy cart operations
Ground transportation businesses:		
16.60.095	1,000.00	Unauthorized ground transportation vehicle
16.60.100	200.00	Unauthorized passenger pick up
16.60.120	500.00	Failure to pay fees
16.60.180A,B,D	500.00	Unauthorized solicitation or baggage transport
16.60.190	100.00	Unauthorized staging/use of grounds and facilities
16.60.200	500.00	Unauthorized posting of signs

(Ord. 10-19, 2019)

**16.64.050: ENFORCEMENT PROCEDURES; CIVIL NOTICE OF GROUND TRANSPORTATION VIOLATION:**

A. Civil notices under this chapter, other than those involving revocations, suspensions, denials or approvals of a business license, operator's badge, department automated vehicle identification tags and department inspection seals shall be heard by the Salt Lake City Justice Court. Any named party may appear before a Hearing Officer and present and contest an alleged violation as provided in title 2, chapter 2.75 of this Code, or its successor.

B. The burden to prove any defense shall be upon the person raising such defense. Nothing herein shall affect the City's burden to prove each element of the underlying charge by a preponderance of evidence.

C. If the Hearing Officer finds that no violation of this chapter occurred, or that a violation occurred but one or more of the defenses set forth in this section is applicable, the Hearing Officer may dismiss the civil notice and release the named party from liability thereunder, or may reduce the penalty associated therewith as he or she shall determine. Such defenses are:

1. The civil notice does not contain the information required by this chapter;
2. Compliance with the subject ordinances would have presented an imminent and irreparable injury to persons or property; or
3. Such other mitigating circumstances as may be approved by the City Attorney's Office. (Ord. 68-14, 2014)

**16.64.060: EXPEDITED APPEAL OF EXCLUSION:**

Any named party who is excluded from pursuing commercial activities under this chapter, and has not had a hearing before an Appeal Committee regarding such exclusion as provided for in this chapter, may request an expedited appeal of the action that resulted in such exclusion. Such appeal shall be requested in writing by the party so excluded to the department. The department shall promptly investigate the facts relating to such exclusion. If the evidence indicates such exclusion is improper under this chapter, the Department Director may reverse the action that resulted in such exclusion. If the Department Director does not reverse such action, the action resulting in such exclusion shall be heard and determined by an Appeal Committee in accordance with the provisions of this chapter. If a preponderance of the evidence indicates such exclusion is proper under this chapter the Appeal

Hearing Committee shall uphold such exclusion. (Ord. 10-19, 2019)



**MINIMUM STANDARDS**  
**FOR**  
**COMMERCIAL AERONAUTICAL ACTIVITIES**  
  
**AT**  
  
**SALT LAKE CITY INTERNATIONAL AIRPORT (SLC)**

*Adopted \_\_\_, 2023*

*Current as of: January 31, 2023*

## Table of Contents

<b>1. INTRODUCTION.....</b>	<b>1</b>
<b>1.1 Purpose &amp; Policy .....</b>	<b>1</b>
<b>1.2 General Information .....</b>	<b>2</b>
<b>2. DEFINITIONS .....</b>	<b>4</b>
<b>3. REQUIREMENTS &amp; STANDARDS .....</b>	<b>10</b>
<b>3.1 FAR Part 91 Aircraft Operations. Not for Hire, Military Operations &amp; FAR         Part 121 Aircraft Operations .....</b>	<b>10</b>
<b>3.2 Minimum Standards for All Operators .....</b>	<b>11</b>
<b>3.3 Application Procedures and Qualifications.....</b>	<b>15</b>
<b>3.4 Approval Procedures .....</b>	<b>17</b>
<b>3.5 Minimum Standards for Full Service Fixed Base Operator (FBO) .....</b>	<b>18</b>
<b>3.6 Minimum Standards for Specialized Aeronautical Service Operators (SASO) .....</b>	<b>24</b>
<b>4. VIOLATIONS AND ENFORCEMENT .....</b>	<b>31</b>
<b>APPENDIX A – MINIMUM REQUIREMENTS FOR A WRITTEN     APPLICATION.....</b>	<b>32</b>
<b>APPENDIX B – SCHEDULE OF MINIMUM INSURANCE.....</b>	<b>34</b>



## **1. INTRODUCTION**

### **1.1 Purpose & Policy**

The Salt Lake City Department of Airports (SLCDA or Sponsor) will make available the opportunity to engage in commercial and general aviation aeronautical activities at Salt Lake City International Airport (Airport), by persons and entities (Operator(s)) that meet reasonable minimum standards (Minimum Standards).

The purpose of imposing these Minimum Standards is to:

- a. ensure safe, efficient, and adequate levels of services are offered to the public,
- b. protect airport users from unlicensed and unauthorized products and services,
- c. maintain and enhance the availability of adequate services for all airport users,
- d. promote the orderly development of Airport land,
- e. ensure the economic health of all on-airport Operators, and
- f. ensure efficient use of navigable airspace.

The Minimum Standards are based on the Airport's status as a large hub primary commercial service facility, circumstances and conditions at the Airport, and analysis of demand and capacity. These Minimum Standards may be periodically updated and revised as activity or demand for various services changes over time, in such a manner and to such extent as is deemed appropriate by SLCDA. These Minimum Standards may be revised or amended at any time in the discretion of SLCDA.

SLCDA will apply these Minimum Standards objectively and uniformly to all similarly situated on-airport aeronautical service Operators. In accordance with these objectives, SLCDA will approve or deny the opportunity for an Operator, as defined herein, to conduct aeronautical activities at SLCIA based on these standards. These Minimum Standards are not intended to be comprehensive; Operators must also comply with all applicable federal, state, local law, and SLCDA Rules and Regulations.

By adopting these Minimum Standards, SLCDA does not imply a right to provide services to any operator or provider. It is the policy of SLCDA to extend the opportunity for providing an aeronautical service to any entity meeting SLCDA's Minimum Standards for that service, subject to availability of suitable space at the Airport to conduct such activities. The SLCDA Airport Layout Plan, as approved by the Federal Aviation Administration (FAA), provides the primary basis for determining whether suitable space is available for proposed aeronautical activities. SLCDA reserves the right to solicit requests for proposals and to make determinations and choices of suitable Operators based on solicited proposals, to fill any on-airport aeronautical service opportunity.

## **1.2 General Information**

Determinations of what constitutes an acceptable “minimum” and compliance with the Minimum Standards shall be made by SLCDA in its sole discretion. No entity or Operator will be allowed to occupy land and/or improvements or engage in aeronautical activities at the Airport under conditions less than the “minimum,” unless waived in writing by the Executive Director, if determined to be in the best interest of the welfare of Airport operations, in the Executive Director’s sole discretion. These Minimum Standards shall not prohibit any person from performing maintenance and fueling with respect to their Operator-owned or controlled aircraft with their own employees, except for restrictions set forth by any lease or other contractual agreement.

Activities may exist which are too varied to reasonably permit the establishment of specific minimum standards for each activity. If an aeronautical activity is not addressed in these Minimum Standards, appropriate requirements may be developed on a case-by-case basis and incorporated into any agreement or permit relating to the occupancy/use of Airport land and/or improvements, taking into consideration the needs of the Operator, the existing land-use plans and operational plans of SLCDA, and the public interest in, or demand for, the activity.

Upon SLCDA’s adoption of these Minimum Standards, any reference in any agreement to prior standards shall be deemed to be a reference to these Minimum Standards. Any existing Operator that is not currently in compliance with these standards at the time of their adoption shall be given a reasonable time, as determined by SLCDA, to comply with these Minimum Standards.

Notwithstanding the adoption of these Minimum Standards, nothing herein shall be construed as a modification of any existing agreements wherein an Operator has agreed to exceed any of these Minimum Standards nor is SLCDA prohibited from entering into agreements wherein an Operator is required to exceed these Minimum Standards.

SLCDA may prohibit any Operator from using the Airport or engaging in commercial aeronautical activities at the Airport if SLCDA determines the Operator is not complying with these Minimum Standards or has otherwise jeopardized the safety of other individuals or entities utilizing the Airport or the land and/or improvements at the Airport. If the Executive Director determines that any of these Minimum Standards have been violated by any individual or entity operating on the Airport and that the matter cannot be resolved satisfactorily by notice to, and discussion with, the offending entity, then SLCDA may take formal action against the offending entity. Such action shall be at the sole discretion of SLCDA.

SLCDA reserves the right to waive all, or any portion of, these Minimum Standards set forth herein for the benefit of any government or governmental agency performing non-profit and/or public services to the aircraft industry, performing emergency medical or rescue services to the public by means of aircraft, performing fire prevention or firefighting operations, or performing law enforcement operations. SLCDA further reserves the right to waive all or any portion of these Minimum Standards for non-government entities/Operators when the entity or Operator is solely engaged in performing emergency medical or rescue services to the public by means of aircraft, performing fire prevention or firefighting operations, or whenever Executive Director, in

their sole discretion, deems such waiver to be in the best interest or welfare of the Airport's operation.

The operation of the Airport is subject to the various requirements imposed by the Federal Aviation Act of 1958, as amended, the regulations imposed by the Federal Aviation Administration, and regulations imposed by other federal agencies. The foregoing requirements and regulations shall take precedence and supersede these Minimum Standards should they contradict or conflict with these Minimum Standards solely to the extent that they contradict or conflict.

## **2. DEFINITIONS**

All words, terms and phrases when used herein shall have the meanings as described in this section. Words, terms, and phrases which relate to aeronautical practices, processes and equipment, not defined herein, shall be construed according to the definitions in Title 14 of the Code of Federal Regulations or, if not defined therein, according to their general usage in the aviation industry.

### **2.1 Aeronautical Activity or Aeronautical Service**

Any activity or service that involves, makes possible, or is required for the operation of aircraft, or another aeronautical activity, that contributes to or is required for the safety of such operations. The following activities, without limitation, that are commonly conducted on airports are considered aeronautical activities within this definition: 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 activity which, in the sole judgement of the SLCD, because of its direct relationship to the operation of aircraft or the Airport, can be appropriately regarded as an aeronautical activity.

### **2.2 Air Carrier**

The aircraft and associated operator of commercial scheduled aircraft operating under a FAR Part 121 Air Carrier Certificate.

### **2.3 Aircraft**

Aircraft means a device that is used or intended to be used for flight in the air. See 14 CFR § 1.1.

### **2.4 Aircraft Maintenance**

Aircraft maintenance is considered to be the repair, maintenance, alteration, preservation, or inspection of aircraft (including the replacement of parts). Major maintenance includes major alterations to the airframe, powerplant, and propellers as defined in federal regulation (14 CFR Part 43). Minor maintenance includes normal, routine annual inspection with attendant maintenance, repair, calibration, or adjustment of aircraft and its accessories. Aircraft assembly is included within the definition of aircraft maintenance.

### **2.5 Aircraft Charter Operator**

An entity engaged in the commercial operation of providing air transportation of person(s) or property for hire on an on-demand basis, operating under 14 CFR Part 135 and not including Air Carriers. This section does not apply to life flight helicopter and rescue Operators.

## **2.6 Aircraft Maintenance Operator**

An entity engaged in providing Aircraft Maintenance for aircraft not owned and/or operated by the Operator. An Aircraft Maintenance Operator provides one or a combination of airframe, powerplant (engine), or accessory overhauls and/or repair services on aircraft up to and including business jet aircraft and helicopters. This activity also includes the sale of aircraft parts and accessories.

## **2.7 Airframe and Powerplant Mechanic (A&P Mechanic)**

Someone holding an FAA authorized aircraft mechanic certificate with both airframe and powerplant ratings.

## **2.8 Aircraft Owner**

The FAA registered owner of an aircraft, or their authorized designee.

## **2.9 Aircraft Refueling**

The transportation, sale, delivery, dispensing, storage, or draining of fuel or fuel waste products to or from aircraft.

## **2.10 Aircraft Rental**

The commercial operation of renting or leasing aircraft to the public or another Operator for compensation.

## **2.11 Aircraft Rental Operator**

An entity engaged in the rental of aircraft to the general public or another Operator.

## **2.12 Aircraft Sales**

The sale of new or used aircraft through brokerage, ownership, franchise, distributorship, or licensed dealership.

## **2.13 Aircraft Sales Operator**

An entity engaged in the sale of new or used aircraft or aircraft parts and provides such repair, services, and parts as necessary to meet any maintenance/service guarantee or warranty or to support the maintenance of aircraft sold. Storage of aircraft sold falls into the category of Commercial Hangar Operator, defined herein.

## **2.14 Airport**

Airport refers to the land and improvements generally known and designated as the Salt Lake City International Airport. The improvements on the land consist of the runways, aircraft taxiways and parking aprons, the passenger and freight terminal buildings, hangars, vehicle roads and parking facilities, and all other improvements on such land. The term Airport shall also

include any adjacent or nearby land hereafter acquired for purposes of the Airport and all improvements hereafter constructed on such land.

## **2.15 Airport Operations Area (AOA)**

The area of the Airport used for aircraft landing, takeoff, or surface maneuvering including the areas around hangars, navigation equipment, and communication facilities.

## **2.16 Airport Security Plan (ASP)**

The plan required by the Transportation Security Administration which defines how the Airport Sponsor will adhere to and maintain the security requirements of 49 CFR Parts 1542 and 1544.

## **2.17 Airport Layout Plan (ALP)**

The FAA approved plan of an airport and showing the layout of existing and proposed facilities.

## **2.18 Apron**

The apron is a surface in the Air Operations Area (AOA) where aircraft park and are serviced, refueled, loaded with cargo, and accessed by passengers.

## **2.19 Commercial**

That which promotes or makes possible earnings, income, revenue, compensation, profits, exchanges (including change of services), trading, buying, hiring, or selling of commodities, goods, services, or tangible or intangible property of any kind, whether or not such objectives are accomplished.

## **2.20 Commercial Hangar Operator**

An entity that develops, constructs, leases, and/or owns a hangar structure(s) for the sole purpose of subleasing hangar space (with or without associated office/shop space) to entities engaged in commercial and/or non-commercial Aeronautical Activities.

## **2.21 Exclusive Right**

A power, privilege, or other right excluding or debarring another person or entity from enjoying or exercising a like/similar power, privilege, or right. An Exclusive Right may be conferred either by express agreement, by imposition of unreasonable standards or requirements, or by other means. Such a right conferred on one of more parties but excluding others from enjoying or exercising a similar right, would be an exclusive right. The granting of an Exclusive Right to conduct an aeronautical activity on an airport developed or improved with federal funds is expressly forbidden by law.

## **2.22 Executive Director**

The Executive Director of the Salt Lake City Department of Airports or designee.

### **2.23 Federal Aviation Administration (FAA)**

An agency of the United States Department of Transportation with authority to regulate and oversee all aspects of civil aviation. The Federal Aviation Administration was created by the federal government under Public Law 89-670 and Executive Order 11340 dated March 30, 1967, or to such other governmental agency, which may be successor thereto or be vested with the same or similar authority.

### **2.24 Federal Aviation Regulations (FAR)**

Regulations published by the FAA that govern the operation of aircraft, airways, airports, and airmen.

### **2.25 Fixed Base Operator (FBO)**

A commercial aeronautical service provider of aircraft refueling, maintenance, servicing and storage authorized to engage in the secondary activities of flight training, aircraft sales and rental, aircraft charter, avionics sales and service, and commercial hangar operations.

### **2.26 Flight Training Operator or Flight School Operator**

An entity engaged in providing flight instruction to the general public and/or providing such related ground school instruction as is necessary to take a written examination and flight check for the category or categories of pilot's licenses and ratings involved.

### **2.27 Flying Club**

A nonprofit and all member run entity organized for the express purpose of providing its members with aircraft for their personal use and enjoyment. Aircraft must be vested in the name of the flying club or owned by all the members equally, and no part of the net earnings of the club may inure to the benefit of any individual in any form, including salaries and bonuses, etc., and the club may not derive greater revenue from the use of the aircraft than the cost to operate, maintain, and replace the aircraft.

### **2.28 Fueling**

The transportation, sale, delivery, dispensing, storage, or draining of fuel or fuel waste products to or from aircraft, vehicles, or equipment.

### **2.29 Fuel Storage Area**

Any portion of the Airport designated temporarily or permanently by the Executive Director as an area in which aviation or motor vehicle fuel, or any other type of fuel or fuel additive, may be stored or loaded.

### **2.30 General Aviation**

All phases of aviation other than aircraft manufacturing, military aviation, and scheduled or non-scheduled commercial Air Carrier operations. May also generally refer to the operation of small/private or business/corporate aircraft of any type.

### **2.31 General Aviation Apron**

A paved area of the Airport designated and used for taxiing, parking, and loading/unloading of general aviation Aircraft.

### **2.32 Operator(s)**

Any person, business, or entity doing business or conducting Commercial Aeronautical Activity or Aeronautical Service at the Airport. An Operator may be classified as either a Fixed Base Operator (FBO) or a Specialized Aeronautical Service Operator (SASO).

### **2.33 Owned**

An aircraft that is owned, leased, or otherwise controlled through written agreement with an Aircraft Owner.

### **2.34 Person(s)**

Any individual, firm, or organization, air carrier co-partnership, corporation, company, association, or body politic, and includes any trustee, receiver, assignee, or other representative thereof.

### **2.35 Restricted Access Area**

These areas include the Airport Operations Area, Security Identification Display Area, sterile, and secure areas, and in general terms, all areas inside the perimeter fence and those portions of buildings that provide access subject to security or operational restrictions.

### **2.36 Rules & Regulations**

The requirements the Airport has established, and which apply to the activities, operation and use of Salt Lake City International Airport, and as applicable, to South Valley Regional Airport and Tooele Valley Airport. Every Person and Operator doing business at the Airport is obligated to comply with Rules and Regulations, and any applicable federal, state, and local requirements.

### **2.37 Security Identification Display Area (SIDA)**

Areas of the Airport where everyone is required to continuously display an Airport-issued identification badge on their outermost garment, unless under Airport-approved escort. These areas are identified in the Airport Security Plan.



### **2.38 Self-Service**

Aircraft refueling (excluding the use of a Self-Service Fueling Pump), repair, preventive maintenance, towing, adjustment, cleaning, and general services performed by an Aircraft Owner or its employees on Owned aircraft with resources supplied by the Aircraft Owner

### **2.39 Self-Service Fueling Pump**

The commercial operation of an unattended stationary fuel tank and dispensing equipment for general use via a payment card reader. This includes the operations of anyone utilizing this type of equipment to provide fuel for sale or reuse.

### **2.40 Specialized Aeronautical Services Operator (SASO)**

A commercial aeronautical business that is authorized to offer a single or limited service according to established Minimum Standards. Examples of a SASO include but are not limited to the following commercial aeronautical activities: flight training, aircraft maintenance, air charter or taxi, aircraft sales, avionics maintenance, aircraft rental, aircraft storage, air cargo services and aircraft sales. A SASO is not permitted to sell fuel. Fuel sales are restricted to FBOs pursuant to the Minimum Standards of FBOs.

### **2.41 Specialized Commercial Aeronautical Operator**

An entity engaged in providing limited aircraft services, support, or air transportation services for hire which are not otherwise categorized in these Minimum Standards.

### **2.42 Skydiving Operator**

An entity engaged in the commercial transportation of persons for skydiving, skydiving instruction, and rental and sales of skydiving equipment. In accordance with Airport Rules and Regulations, skydiving activities are prohibited at the Airport, unless permitted in writing by the Executive Director.

### **2.43 Sponsor**

A public agency of a public-use airport that submits to the FAA an application for financial assistance (such as AIP grants) for the airport. In accepting an application for financial assistance, the FAA will ensure that the airport sponsor is legally, financially, and otherwise able to assume and carry out the certifications, representations, warranties, assurances, covenants, and other obligations required of sponsors, which are contained in the AIP grant agreement and property conveyances.

### **3. REQUIREMENTS & STANDARDS**

#### **3.1 FAR Part 91 Not for Hire, Military, and FAR Part 121 Aeronautical Activities.**

Non-commercial FAR Part 91 and military Aeronautical Activities may be allowable without a lease or other agreement with SLCDA, at the sole discretion of the Executive Director, as long as such operations are not for hire or are governmental in nature, do not require special handling by SLCDA, and are generally handled as a routine operation by an FBO or SASO on the Airport. These operations are allowed to utilize the Airport's runways, taxiways, and General Aviation Aprons as long as their operators pay any and all user fees established by SLCDA (such as landing fees, flowage fees and parking fees) to SLCDA or its designated agent for the collection of such fees.

FAR Part 121 Air Carrier Aircraft operations require a special operational and/or lease agreement with the Sponsor and are not included in these Minimum Standards.

### **3.2 Minimum Standards for All Operators**

The following standards shall apply to all Commercial Aeronautical Activities at the Airport, except as noted in Section 3.1 above. All Operators engaging in any Aeronautical Activity at the Airport must comply with the requirements and standards of this section plus the Minimum Standards for each specific activity as further indicated herein. Operators authorized to engage in any Aeronautical Activity at the Airport under an Aeronautical Services Business Permit issued by SLCDA must comply with the standards of this section plus the requirements of the permit, but are not required to meet the minimum land, apron, hangar, or facilities requirements of Section 3.6.

- a. No individual or entity shall operate commercially or perform an aeronautical activity from or on the Airport, without applying for and receiving an operating permit or entering into either a lease agreement with SLCDA or receiving approval from SLCDA to sublease land and/or improvements from an authorized lessee.
- b. The Operator shall have such business background and shall have demonstrated its business capability to the satisfaction of, and in such manner as to meet with the approval of SLCDA.
- c. Aeronautical Activities not explicitly identified in the Minimum Standards are restricted at the Airport unless SLCDA provides written authorization, such as providing terminal facilities; operating a restaurant; selling alcohol; selling non-aviation products; air shows; advertising unrelated to the FBO; storing hazardous materials; building or operating a fuel farm without permission; heavy maintenance on the apron; parking or storing any vehicles not used daily; or contracting with any rental car company except an authorized concessionaire.
- d. Any applicant seeking to conduct an Aeronautical Activity at the Airport should demonstrate that they have adequate financial resources to meet the Minimum Standards for their planned activity at the Airport and to realize the business objectives agreed to by SLCDA and the applicant. The applicant shall provide upon request a financial statement of sufficient detail and credibility to allow SLCDA to make a judgment regarding the adequacy of the applicant's financial resources.
- e. Unless otherwise specified herein, the Operator shall (1) lease building or hangar space from SLCDA meeting the specified requirements of their planned Aeronautical Activity; (2) lease ground space from SLCDA, on which shall be erected a building by the Operator or other designated entity; or (3) sublease, with SLCDA written approval, from an entity which has an existing building or hangar, to include space as defined in the following minimum standards for each specific Aeronautical Activity; or (4) Permit issued by SLCDA.
- f. The Operator shall maintain, at a minimum, the coverages and policy limits set forth in Appendix B – "Schedule of Minimum Insurance Requirements." All Operators shall demonstrate to the Sponsor satisfactory evidence of its ability to acquire insurance coverage as stipulated for each particular type. Insurance policies shall be

maintained in full force and effect during all times of existing leases, agreements, business licenses, or renewals or extensions thereof, with a 30-calendar day notice of cancellation to the Executive Director. SLCDA shall be named as an additional insured on all policies carried by the Operator related to their business at the Airport. Failure to comply with the requirements outlined in Appendix B, and as may be adjusted by SLCDA from time to time, may result in termination of Operator's agreement(s) with SLCDA.

- g. The Operator and its designees shall obtain and comply with, at their sole expense, all necessary licenses, permits, certifications, and/or ratings required for the Operator's activities at the Airport as required by SLCDA or any other duly authorized agency prior to engaging in any Aeronautical Activity at the Airport. Upon request, the Operator will provide copies of such licenses, permits, certifications, and/or ratings to SLCDA.
- h. Any construction by an Operator shall be in accordance with design and construction requirements of SLCDA and federal, state, and local regulations and applicable codes.
- i. All construction must conform to all applicable regulations and codes, including SLCDA security rules, regulations, and design standards.
- j. Operators shall provide a payment and performance bond to ensure the completion of any building or facility to be erected on a leasehold, free and clear of any liens, as SLCDA may request.
- k. Operators shall provide adequate paved auto parking spaces sufficient to accommodate all activities and operations for Operator and subtenant customers, passengers, and employees, on a daily basis, and in accordance with Salt Lake City Code.
- l. Hangars shall be used exclusively for aeronautical purposes, with stated exceptions per FAA guidance.
- m. Operators shall engage in Aeronautical Activities in accordance with all applicable federal, state, and local law, and SLCDA Rules and Regulations, and these Minimum Standards, all as may be in effect at any time and as revised from time to time.
- n. Operators shall have the responsibility to pay any fine(s) levied against the Operator, SLCDA, or their representatives, officers, officials, agents, and volunteers as a result of the Operator's failure to comply with any applicable federal, state, local, or Airport rule, regulation, or law. Operators shall, at their own expense, pay all taxes, fees, utilities, and charges that may be levied, assessed, or charged by any duly authorized agency.
- o. Operators shall demonstrate that they own, lease, or otherwise have sufficient access to all equipment required to provide the applicable Aeronautical Services promptly on demand without causing any flight delays or other operational impacts on aircraft at the Airport. All equipment must be maintained in good operating condition, good

appearance, and in compliance with all applicable safety standards and regulations. The equipment must have a uniform appearance and include the prominent display of Operator's name and logo, and otherwise conform with SLCDA Rules and Regulations.

- p. All vehicles driven on Airport property (except as allowed by applicable escort rules defined in the Airport Security Plan) must have permits and any required registrations, including permits and proper identification for operation on the AOA, and must be operated by persons with appropriate licenses or permits.
- q. All personnel in the AOA or SIDA areas of the Airport shall be suitably uniformed, with the name of the Operator prominently displayed. All personnel in the AOA and SIDA areas of the Airport shall display security badges at all times as required by the Airport Security Plan.
- r. An adequate number of qualified and, where applicable, licensed employees shall be on duty at all operational times to provide services consistent with these Minimum Standards.
- s. Each Operator shall establish a written training program to ensure that all employees are thoroughly trained and qualified to perform the tasks to which they are assigned. The training program shall contain detailed instruction in proper operating procedures for each job classification. Upon request, the Operator shall submit a copy of its written training program(s) to SLCDA.
- t. All Operators shall comply with all applicable requirements of SLCDA's TSA-approved Airport Security Plan and the Airport's FAA-approved Airport Certification Manual, as updated from time-to-time.
- u. Each Operator shall provide to SLCDA a list of company officials and 24-hour contact information for each. This list shall include (1) a corporate representative with administrative, operational, and fiscal authority; (2) a local representative with operational authority; and (3) the Operator's point of contact for emergency/security incidents, including environmental incidents.
- v. With the exception of fueling services provided by an FBO, an Operator may subcontract any of the services it is obligated or authorized to provide, so long as such subcontractor meets the minimum standards, but only with written consent of the Executive Director.
- w. Any FBO may sublease space to another Operator if such space is available, both parties desire such sublease arrangement, and the sublease is approved, in writing, by the Executive Director. Under no circumstances is any Operator obligated to sublease to another Operator. An Operator can meet the requirement to lease space if it has a sublease that has been approved by the Executive Director, as required. Fueling of subtenant aircraft is prohibited, except when conducted by an FBO. Self-service operations are only permitted for those meeting the definition of Self-Service.

- x. If more than one type of service will be provided by a SASO from the same premises, the space requirements set forth for each type of aeronautical service may be adjusted or combined to reduce the overall amount of space required, with the Executive Director's written approval.

### 3.3 Application Procedures and Qualifications

An Operator proposing to engage in Aeronautical Activity shall request an initial consultation and assessment with SLCDA prior to submitting a written application (See **Appendix A** – Minimum Requirements for a Written Application).

- a. SLCDA may deny any application of an applicant to provide aeronautical services or perform aeronautical activities at the Airport if, in the SLCDA's sole discretion, it determines that any of the following apply:
- b. The applicant does not meet one or more of any applicable provisions of these Minimum Standards;
- c. The applicant has supplied SLCDA, or any other person, with false or misleading information or has failed to make full disclosure in its application or supporting documents;
- d. There is no appropriate, adequate, or available space on the Airport to accommodate the applicant at the time of application;
- e. The proposed activity would conflict with SLCDA's FAA approved Airport Layout Plan or create a safety hazard;
- f. The proposed activity would require SLCDA to spend funds, would likely result in a loss of SLCDA funds, or would require SLCDA to supply funds, materials, or manpower that SLCDA does not have budgeted.
- g. The proposed activity would require an existing Operator or lessee to reduce the size of such leased premises at the Airport without their consent, result in congestion anywhere within the Airport boundaries, or would interfere with the orderly activities of existing Operators;
- h. The proposed services or activities could be detrimental to the Airport or otherwise result in creating a safety hazard at the Airport, as determined by the FAA;
- i. The applicant has violated any of these Minimum Standards or any other statutes, regulations, ordinances, laws, or orders applicable to the Airport within the last 10 years;
- j. The applicant is currently in default, or has been in default in the past, in the performance of any lease or other agreement with SLCDA;
- k. The applicant's financial statement, or other financial information submitted to SLCDA, contains information that creates doubt as to the applicant's abilities to provide the proposed services, meet the operational requirements of the business, and pay the applicable fees required by SLCDA;

- l. The applicant does not have, or cannot demonstrate access to, the operating capital necessary to conduct the proposed operation;
- m. The applicant is unable to obtain sufficient insurance, financial sureties, or guarantors to protect the interests of SLCDA or other appropriate governmental entities;
- n. The applicant, including any principal in the business, has been convicted of any disqualifying criminal offense as defined by the Transportation Security Administration under 49 CFR § 1572.103 within the last 10 years;
- o. The applicant's proposal is not in the best interest of the health, safety, welfare, or convenience of the traveling public;
- p. The applicant is unable to qualify for unescorted access to Restricted Access Areas as required by 49 CFR Parts 1542.209 and 1544.229 (including criminal history records checks);
- q. Approval of the proposed activity would be inconsistent with SLCDA's obligations contained in its grant assurances as defined by the FAA; or
- r. The proposed development or use of land will result in a congestion of aircraft or buildings or will result in an unjustified interference with the operation of any present tenant or Operator on the Airport.



### **3.4 Approval Procedures**

- a. SLCDA shall have ninety (90) days to either approve or deny any applicant's application/proposal to provide any Aeronautical Services or conduct any Aeronautical Activities, as defined herein. All applications will be responded to in writing.
- b. Applicants may ask for reconsideration of any application denial within thirty (30) calendar days of the receipt of a denial as long as the reconsideration request is in writing and addresses all the reasons for denial outlined in the written denial letter, assuming any reasons were given. If such reconsideration is requested, SLCDA will respond to the request within thirty (30) calendar days. After such reconsideration by SLCDA, its decision will be final, with no further internal reconsiderations, except as may be required by the FAA.

### **3.5 Minimum Standards for Full Service Fixed Base Operator (FBO)**

In addition to the general requirements set forth in Section 3.2 through 3.4 herein, the following sets forth the Minimum Standards for a Full-Service Fixed Base Operator (FBO) at the Airport.

- a. **Leased Premises.** A FBO shall provide and/or develop, via lease or other agreement, adequate land, apron, hangar(s), facilities (terminal, office, fuel storage, and shop) and vehicle parking to accommodate all activities of the FBO and all approved sublessees, but not less than the following requirements:
  - i. **Land.** At least 435,600 square feet (10.0 acres), which all required improvements including, but not limited to, apron, hangar(s), facilities (customer lounges, office, and shop), vehicle parking, roadway access, and landscaping will be located.
  - ii. **Aircraft Apron / Paved Tie-down.** Apron shall be a minimum of 150 percent of hangar square footage, commensurate with the total number of aircraft handled on site by the Operator and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft to be handled by the FBO. FBO must be able to provide tie-down area for the aircraft being serviced by the Operator.
  - iii. **Hangar.** One single structure, conventional type hangar comprising a minimum of 30,000 square feet dedicated to aircraft maintenance and storage operations, capable of accommodating the largest aircraft likely to be serviced by the Operator at the Airport, with door openings of at least 150 feet in width and at least 28 feet in height. The hangar must contain a minimum of 7,500 square feet dedicated to a terminal area, in addition to the aircraft maintenance and storage area, with separate entrances for both areas. The terminal area must include crew and passenger lounges, a conference room, administrative offices, and restrooms.
  - iv. **Fuel Storage.** The FBO shall lease or construct an on-airport above-ground fuel storage facility, in a location approved by SLCD, capable of containing at a minimum 12,000 gallons of AvGas and 40,000 gallons of Jet A. Such fuel storage area shall be designed, constructed, and maintained to all applicable standards and shall contain the proper drainage and secondary containment as required by Utah Department of Environmental Quality and all other applicable federal, state and local laws, and Airport Rules and Regulations.
- b. The FBO shall demonstrate that it has made satisfactory arrangements with an industry-recognized aviation petroleum supplier for delivery of aviation fuels in such quantity as are necessary to meet the requirements set forth herein and to meet customer demand.
- c. The FBO shall have an approved, written Spill Prevention Contingency and Control Plan (SPCC Plan) that meets federal, state, local, and the Airport Rules and Regulations for above ground fuel storage facilities. An updated copy of the SPCC Plan shall be filed with the Executive Director at least thirty (30) days prior to commencing operations.

- d. The FBO shall provide all required training and maintain all required training records to meet the requirements of the FAA.
- e. Equipment. Operator will provide regular monitoring and timely response for repair of equipment and reimbursement resulting from malfunction. SLCDA reserves the right to periodically inspect all equipment used by the Operator and to deny its use on the Airport if SLCDA determines that the equipment is not safe or otherwise unfit for use. Such determination shall be based on noncompliance with any applicable NFPA Standards, the SLCDA's Airport Certification Manual, any applicable Federal or FAA Advisory Circular or FAA Order, and SLCDA's observation regarding the equipment's leaking of oil, fuel, or other chemicals that could cause damage to Airport pavements or create an explosive hazard. The FBO shall provide at least the following equipment:
  - i. Adequate tie-down equipment required to safely secure aircraft as set forth in AC 20-35C "Tiedown Sense."
  - ii. Adequate equipment for recharging or energizing discharged aircraft batteries.
  - iii. At least one (1) courtesy/crew vehicle to provide transportation of passengers, crews, and baggage.
  - iv. Aircraft tugs and tow bars with rated draw bar capacities sufficient to meet the towing requirements of the General Aviation and commercial service aircraft normally frequenting the General Aviation Apron.
  - v. Adequate number of approved and regularly inspected dry chemical (and other ratings as needed) fire extinguisher units shall be maintained within the FBO hangar(s), at fuel storage facilities, and on all refueling vehicles.
  - vi. All equipment necessary for the proper performance of aircraft maintenance in accordance with applicable FAA regulations and manufacturers specifications.
  - vii. Lavatory servicing cart capable of serving the General Aviation and commercial service aircraft normally utilizing the General Aviation Apron, and capable of emptying into the Airport's lavatory dump station.
  - viii. Appropriate equipment for deicing General Aviation aircraft normally utilizing the Airport.
  - ix. Fueling Equipment. The FBO shall have at least three (3) jet refueling vehicles, two (2) of which must always be operating and fully functional, with a capacity of at least 5,000 gallons each and at least one (1) fully functional AvGas refueling vehicle with a capacity of at least 1,000 gallons.
- f. All aircraft refueling vehicles shall be equipped with reliable metering devices that meet all applicable requirements for fuel sales and inventory control. At least one (1) Jet fuel refueling vehicle shall have over-the-wing and single point refueling

- capability. All refueling vehicles shall be bottom loaded. All refueling vehicles will be periodically inspected by SLCDA and at least annually by the FAA, ensuring that all refueling vehicles are safe and presentable, in the sole judgment of SLCDA, for use on the Airport. SLCDA reserves the right to disallow refueling vehicles on the Airport's property that do not meet all applicable standards and safety requirements. The FBO shall provide all training and maintain all required training and vehicle records to meet the requirements of the FAA.
- g. All aircraft refueling vehicles shall be equipped and maintained to comply at all times with all applicable federal, state, local, and SLCDA's Rules and Regulations, including without limitation, those prescribed by the following:
- i. Utah State Fire Code and Fire Marshall's Codes;
  - ii. National Fire Protection Association (NFPA) Standards;
  - iii. 14 CFR Part 139, Airport Certification, all applicable sections including Section 139.321 "Handling/Storing of Hazardous Substances and Materials;"
  - iv. Applicable FAA Advisory Circulars (AC's), including AC 00-34A "Aircraft Ground Handling and Servicing," AC 150-5210-5D "Painting, Marking, and Lighting of Vehicles Used On An Airport," and AC 150/5230-4B "Aircraft Fuel Storage, Handling, and Dispensing on Airports", as may be amended.
- h. Personnel. The FBO shall staff properly trained and qualified employees providing all required services. While on duty at the Airport, all FBO personnel shall be clean, neat in appearance, courteous, and properly uniformed (excluding management and administrative personnel). Personnel uniforms must include the FBO's company name and the employee's identification badges and shall at all times be professionally and properly maintained.
- i. Full-Time Manager. All activities of the FBO shall be conducted under the guidance and supervision of a full-time, on-site FBO Manager. Such person must be a highly qualified and experienced FBO Manager vested with full power and authority to direct and conduct all matters pertaining to the day-to-day FBO operation. Such FBO Manager shall be assigned to the Airport location and shall be available during normal business hours, also being on-call 24 hours per day in case of emergencies.
  - ii. Line Service. At least three (3) fully trained and qualified fuel service staff persons shall be on duty at all times while the facility is open for business. All fuel service personnel shall have successfully completed an approved line technician safety course. A National Aviation Transportation Association (NATA) course or equivalent is acceptable.
  - iii. Customer Service. At least one (1) customer service representative must be on duty to handle customers entering the FBO facilities during normal business

hours. The customer service representative may be cross trained to count toward staffing requirements for line service personnel as well.

- iv. Maintenance. At least one (1) FAA licensed Airframe and Powerplant (A&P) mechanic available to perform maintenance on General Aviation aircraft and the Air Carrier aircraft that normally utilize the Airport shall be on-duty and on-premises for at least eight (8) hours during the FBO's operating hours, five days a week, and shall otherwise be on-call during other hours.
- i. Operating Procedures. The FBO shall develop and maintain Standard Operating Procedures (SOPs) for fueling, ground handling and management of aircraft staging on the FBO ramp. The SOPs shall include a training plan, record keeping, fuel quality assurance procedures, and emergency response procedures. The SOPs shall address bonding and fire protection, public protection, control of access to fuel storage facilities, as well as marking / labeling of fuel storage tanks and refueling vehicles. The FBO's SOPs must be submitted to SLCDA no less than thirty (30) days prior to the commencement of FBO activities at the Airport. SLCDA will conduct periodic inspections to ensure compliance.
- j. Hours of Operation. Aircraft fueling, ground handling, and customer service shall be continuously offered and available to meet reasonable customer demand during normal hours, and on-call as appropriate, with a response time not to exceed one (1) hour.
- k. Aircraft Removal. Although aircraft removal is the responsibility of an aircraft owner, the FBO shall be prepared to lend assistance with respect to equipment and personnel within a one (1) hour response time, as requested by SLCDA, in the removal of downed or disabled aircraft from the Airport runways and taxiways in order to maintain the operational readiness of the Airport. The FBO should train its personnel in proper protocols and procedures to remove aircraft and emergency procedures with regards to working with SLCDA in emergency situations.
- l. Insurance. **See Appendix B.**
- m. Licenses & Certifications. The FBO shall have and provide to SLCDA evidence of federal, state, and local licenses and certificates that are required for all operations.
- n. Services. An FBO must provide all of the following products and services at its premises on the Airport.
  - i. Storage, sale, and dispensing of required aviation fuels and other petroleum products such as engine lubricants. FBO shall be capable of providing a response time for fueling not to exceed 30 minutes in normal conditions during regular hours of operation.
  - ii. Aviation fuels and lubricating oils shall be stored and dispensed by an FBO in accordance with all local, state, and federal laws, regulations, rules, and other requirements, as same may be amended from time-to-time, regarding the sale and

storage of such fuels and oils, including without limitation any rules, regulations, or Minimum Standards that are established (and as modified from time-to-time) by SLCDA.

- iii. Prior to commencement of storage, selling, or dispensing of any fuels at the Airport, an FBO shall submit to SLCDA, for review and comment, the FBO's Spill Prevention Control and Countermeasures Plan and its Pollution Prevention Plan. Fuel storage, selling, or dispensing will be disallowed by SLCDA if any serious deficiencies are found in these plans that are not rectified prior to commencement of the operations and which would cause SLCDA or the FBO to be in violation of any applicable rule or regulation.
- iv. Aircraft and engine maintenance and repair services directed towards the general aviation, corporate, commercial aviation, air carrier, and governmental markets.
- v. Aircraft tie-down service.
- vi. At least one (1) crew vehicle for use by aircraft pilots and crews.
- vii. Marshaling and parking of aircraft.
- viii. Aircraft de-icing of aircraft at locations designated by SLCDA from time-to-time.
- ix. Passenger and aircraft services such as, but not limited to, passenger ramp service, baggage handling, aircraft towing, and aircraft interior cleaning.
- x. Crew escorting in Restricted Access Areas.
- xi. Collection and remittance of various fees, as designated by SLCDA.
- xii. Aircraft storage services.
- xiii. Aircraft ground power service.
- xiv. Catering service for corporate and other general aviation aircraft.
- xv. Aircraft lavatory service.
- o. Other services
  - i. An FBO may provide other specialized aeronautical services on its leasehold subject to the approval of SLCDA, through the Executive Director, including the sale of new or used aircraft, the sale or rental of all types of consumer products normally related to the ownership or operation of aircraft, and any other services normally performed by similar FBOs at other airports in the United States. These requests will be reviewed and approved on a case-by-case basis.
  - ii. An FBO may provide other specialized aeronautical services to Air Carriers at the terminal gates and cargo areas subject to the approval of SLCDA, through the

Executive Director, and provided the FBO has a written agreement with one or more air carriers to provide such services.

- iii. An FBO may be given the option of providing “into-plane” or contract fueling elsewhere within the Airport and may provide contract fueling services to Air Carriers at the terminal gates, provided the FBO has written agreements with one or more air carriers and the fuel farm operator to provide such services.

### **3.6 Minimum Standards for Specialized Aeronautical Service Operators (SASO)**

In addition to the general requirements set forth in Section 3.2 through 3.4 herein, the following sets forth the Minimum Standards for a Specialized Aeronautical Service Operator (SASO) at the Airport. SASOs are not permitted to include fuel tanks or sell fuel under any circumstance.

- a. Aircraft Maintenance Operator
  - i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
    - 1. Land. Sufficient land to accommodate all of the Operator's activities.
    - 2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft handled by the Operator, and suitable for the site with sufficient weight bearing capacity accommodate the largest aircraft handled by the operator.
    - 3. Hangar. One single structure, conventional type hangar comprising a minimum of 15,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft likely to be serviced by the Operator at the Airport.
    - 4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops, and restrooms.
  - ii. Licenses and Certifications. Maintenance personnel must be properly certified by the FAA and hold the appropriate ratings for the work being performed.
  - iii. Personnel. The Operator shall staff sufficient personnel to adequately and safely carry out aircraft maintenance in a courteous, prompt, and efficient manner. At least one FAA licensed A&P Mechanic, one Manager, and one customer service representative must be employed by the company and work at this Airport location.
  - iv. Equipment. The Operator shall provide sufficient shop space, equipment, supplies, and availability of parts as required for certification as a FAA Part 145 Repair Station.
  - v. Hours of Operation. The Operator shall be open and services shall be available to meet the reasonable demands of the public at least five days per week, eight hours per day, and be available after hours, on-call, with a response time not to exceed one hour.
  - vi. Insurance. See Appendix B.



- b. Aircraft Rental, Flying Club, Flight School and/or Flight Training Operator
- i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this activity shall have adequate land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
    - 1. Land. Sufficient land to accommodate all of the Operator's activities.
    - 2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft in the Operator's fleet, and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft in the Operator's fleet.
    - 3. Hangar. One single structure, conventional type hangar comprising a minimum of 15,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft in the Operator's fleet. The hangar shall be exclusively for aeronautical purposes related to the Operator's Owned aircraft.
    - 4. Facilities. Adequate space for customer lounges, administrative offices, instructional offices/rooms, maintenance shops, and restrooms.
  - ii. Licenses and Certifications. Persons performing aircraft proficiency checks and/or flight training must be properly certificated by the FAA and hold the appropriate rating for the aircraft being utilized and/or flight training being provided.
  - iii. Personnel.
    - 1. The Operator shall staff sufficient personnel to adequately and safely carry out aircraft rental and/or flight training in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public/members.
    - 2. Aircraft Rental Operators shall employ at least one flight instructor.
    - 3. Flight Training Operators shall employ at least one Chief Flight Instructor.
    - 4. Flying Clubs are not required to have a minimum number of employees, however they shall have a designated person that is available 24 hours per day, 365 days per year, to handle administrative requirements and any emergency or non-emergency situations that might occur with club aircraft at the Airport. Such clubs shall ensure that the contact information is continually up to date with SLCDA.

iv. Equipment.

1. The Operator shall have available for rental and/or use in flight training at least two Owned aircraft under the exclusive control of the Operator at the commencement of the Aeronautical Activity, and at least three aircraft after one year of operation. These aircraft shall be based at the Airport. This requirement does not apply to Flying Clubs.
2. Flight Training Operators shall include, at a minimum, adequate training aids necessary to provide proper and effective ground school instruction. All materials, supplies, and training methods must meet FAA requirements for the training offered.
3. Adequate tie-down equipment, including ropes, chains, and other types of restraining devices and wheel chocks which are required to safely secure and tie-down aircraft as set forward in FAA AC 20-35C.

v. Hours of Activity.

1. Operator shall be open and services shall be available to meet the reasonable demands of the public five days per week, eight hours per day.
2. Private Flying Clubs are not required to have regular business hours.

vi. Insurance. See Appendix B.

c. Aircraft Charter Operator

- i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
  1. Land. Sufficient land to accommodate all of the activities.
  2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage, commensurate with the number of aircraft in the Operator's fleet, and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft in the Operator's fleet.
  3. Hangar. One single structure, conventional type hangar comprising a minimum of 15,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft in the Operator's fleet. The hangar shall be exclusively for aeronautical purposes related to the Operator's owned or leased aircraft.

4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops, and restrooms.
- ii. Licenses and Certifications.
  1. The Operator shall provide copies to SLCDA of all the appropriate certificates and approvals, including without limitation, the Pre-application Statement of Intent (FAA Form 8400-6), the Regulations and Amendments under Part 298 (OST Form 4507), and FAA issued operating certificate(s).
  2. Personnel must be properly certified by the FAA and hold the appropriate ratings in the aircraft utilized for the activity.
- iii. Personnel.
  1. The Operator shall staff sufficient personnel to adequately and safely carry out the activity in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public.
  2. The Operator shall employ at least one (1) Chief Pilot.
- iv. Equipment.
  1. The Operator shall provide one certified and continuously airworthy instrument qualified multi-engine or single turbine engine aircraft, Owned and under the exclusive control of the Operator.
  2. Adequate tie-down equipment, including ropes, chains, and other types of restraining devices and wheel chocks which are required to safely secure tie-down aircraft as set forth in FAA AC 20-35C.
- v. Hours of Activity.
  1. The Operator shall be open and services shall be available to meet the reasonable demands of the public five days per week, eight hours per day. Response times to customer inquiries shall not exceed one hour.
- vi. Insurance. See Appendix B.
- d. Aircraft Sales Operator
  - i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:

1. Land. Sufficient land to accommodate all of the activities.
  2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft controlled on site by the Operator, and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft controlled on site by the Operator.
  3. Hangar. One single structure, conventional type hangar comprising a minimum of 15,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft in the Operator's fleet.
  4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops, and restrooms.
- ii. Licenses and Certifications. Personnel must be properly certified by the FAA and hold the appropriate ratings for providing flight demonstration in all aircraft offered for sale.
- iii. Personnel.
1. The Operator shall staff sufficient personnel to adequately and safely carry out the activity in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public.
  2. The Operator shall employ at least one (1) licensed and current commercial pilot current in the types of aircraft offered for sale.
- iv. Equipment.
1. Necessary and satisfactory arrangements for Aircraft Maintenance shall be provided in accordance with any sales guarantee or warranty period.
  2. Adequate tie-down equipment, including ropes, chains, and other types of restraining devices and wheel chocks which are required to safely secure tie-down aircraft as set forth in FAA AC 20-35C.
- v. Hours of Activity. The Operator shall be open and services shall be available to meet the reasonable demands of the public five days per week, eight hours per day.
- vi. Dealerships. An Operator which is an authorized factory sales franchise, dealer, or distributor shall have available or on call at least one current model demonstrator of aircraft in each of its authorized product lines.
- vii. Insurance. See Appendix B.

- e. Skydiving Operator
  - i. Skydiving operations are not permitted at Salt Lake International Airport in accordance with Airport Rules and Regulations.
- f. Specialized Commercial Aeronautical Operator
  - i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
    - 1. Land. Sufficient land to accommodate all of the activities.
    - 2. Aircraft Apron. Apron shall be commensurate with the size of the hangar, total number of aircraft controlled on site by the Operator, and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft controlled on site by the Operator.
    - 3. Hangar. One single structure, conventional type hangar comprising a minimum of 15,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft in the Operator's fleet.
    - 4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops or production facilities (as required by Operator), and restrooms.
  - ii. Licenses and Certifications. The Operator shall provide to SLCDCA evidence of federal, state, and local licenses and certificates that are required for the operation.
  - iii. Personnel. The Operator shall staff sufficient personnel to adequately and safely carry out the activity in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public.
  - iv. Equipment. The Operator shall provide and have based at the Airport, either owned or under written lease to the Operator, sufficient equipment, supplies, and availability of parts, including, if appropriate, one continuously airworthy aircraft.
  - v. Hours of Activity. The Operator shall be open and services shall be available during hours normally maintained by operators conducting similar activities.
  - vi. Insurance. See Appendix B.

g. Commercial Hangar Operator

- i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
1. Land. Sufficient land to accommodate all of the Operator's activities.
  2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft handled by the Operator, and suitable for the site with sufficient weight bearing capacity accommodate the largest aircraft handled by the operator.
  3. Hangar. One single structure, conventional type hangar comprising a minimum of 15,000 square feet dedicated to the Self-Service of Operator or subtenant owned aircraft, with door openings capable of accommodating the largest aircraft likely to be serviced by the Operator at the Airport.
  4. Hours of Operation Hours of Activity. The Operator shall be open and services shall be available during hours normally maintained by operators conducting similar activities.
  5. Insurance. See Appendix B.

h. Specialized Operators Performing More Than One Service

- i. Any Operator who wishes to perform more than one specialized aviation service but who will not meet the definition of a FBO must meet the Minimum Standards for each service that will be provided. However, the Operator may request, in writing, to utilize the same space, facilities, and/or employees to meet the standards by demonstrating that the space, facilities, and/or employees can adequately meet the needs of all activities. Approval will be at the sole discretion of the Executive Director.

#### **4. VIOLATIONS AND ENFORCEMENT**

Failure to comply with these Minimum Standards shall subject an Operator's agreement and privilege to operate at the Airport to suspension or termination, as provided by such agreement. Generally, upon written notice from the Executive Director that an Operator is violating or has violated a provision of these Minimum Standards, Operators are afforded a specified period of time to remedy such violation or become subject to other default provisions of their agreement, including possible termination thereof; or show cause as why additional time should be granted by the Executive Director to enable the Operator to complete a cure. Such appeals must be pursued in accordance with provisions specified in the Operator's agreement.

## **APPENDIX A – MINIMUM REQUIREMENTS FOR A WRITTEN APPLICATION**

An Operator proposing to engage in Aeronautical Activity shall provide a demonstration of intent to conduct a business operation at the Airport via written application directed to the Executive Director. All applications to conduct a business operation at the Airport shall be in written form and include a business plan. The application materials and any subsequent documentation provided to SLCDA or any of its representatives are subject to Utah State Public Records Law. The written application shall contain at least the following:

- a. The proposed nature of the business. A business plan should be used to express the proposed nature of the business. At a minimum, the following information shall be included in the written business plan:
  - i. The type of business entity to be formed (or existing) that is proposed to operate (for example: corporation, limited liability company, partnership, etc.). Identify all services that will be provided by this Operator. Give a detailed description of the operation.
  - ii. The amount of land desired to lease and the lease term requested, including where this land is proposed to be located.
  - iii. The building space that will be constructed or leased, including where this building space will be located and/or from what entity it will be leased.
  - iv. The number of aircraft, sizes, and types, that will be operated by the Operator. Alternatively, identify the types, sizes, weights, and numbers of aircraft anticipated to be serviced or stored on-site by the Operator.
  - v. Any specialized equipment and tooling that will be provided by the Operator.
  - vi. The proposed number of persons to be employed at the Airport (indicate how many full or part time).
  - vii. A short resume for each owner and financial backer.
  - viii. A short resume of the manager of the business (if not an owner), including the person's experience and background managing a business of this nature.
  - ix. The operational periods (days and hours) of the proposed operation.
  - x. The amounts and types of insurance to be provided.
  - xi. Financial projections for the first five years of construction and operations.
  - xii. A marketing plan detailing the proposed methods to attract new business.
  - xiii. Any plans for future physical expansion.



- b. A listing of all parties who own an interest in the business or will appear on leases or other documents as a partner, director, or corporate officer, and those who will be managing the business. The listing shall include the name, address, and telephone number of each person with a controlling interest in the business. For corporations and limited liability companies, the listing shall include the name, address, and telephone number of the corporation's (or limited liability company's) officers and directors. If any listed person also has any business interest in any other business currently operating on the Airport, such facts should be noted in detail.
- c. A current, audited financial statement prepared by a Certified Public Accountant. If an audited financial statement is not available, the applicant should provide enough financial information about the business in order for SLCDA to evaluate the financial strength of the business. If the business is new with no prior history, then verifiable letters of credit or investment should be supplied to show that the business is credible.
- d. A listing of the assets owned or leased, current or planned, for the proposed business.
- e. A list of key personnel, with résumés, to be assigned to the business at the Airport, along with a description of their duties and responsibilities.
- f. Copies of all licenses, permits, and certifications possessed by the applicant or its key employees to be based at the Airport that are required to perform the proposed services. If various licenses, permits, or certifications are pending, list the status of each and indicate anticipated receipt dates.
- g. For at least one principal with an interest in the business, complete an Airport SIDA Application and Application for Fingerprinting. These applications are available from SLCDA Badging Office Airport's Public Safety Office (801-575-2423).
- h. Proof (copy of insurance letter of intent) of liability coverage for the business operation, flight operations, aircraft, and operators and premises insurance.
- i. A written authorization for the FAA or any aviation or aeronautics commissions, administrators, and departments of all states in which the applicant has engaged in aviation business to release information in their files relating to the applicant or its operation. The applicant will execute such forms, releases, or discharges as may be required by those agencies.
- j. Other information as SLCDA may require to effectively evaluate the proposal.
- k. Where applicable, a copy of any written agreement between the applicant and an Air Carrier currently serving the Airport, together with a written statement from such Air Carrier to SLCDA that the applicant meets the Air Carrier's standards for the services to be provided to such Air Carrier.

## **APPENDIX B – SCHEDULE OF MINIMUM INSURANCE**

Below are the minimum insurance requirements for all Operators. Additional types of insurance coverage may be required for any Operator, based upon the nature of the service to be provided by the Operator and which is determined by SLCDA on a case-by-case basis.

- a. The Operator, at its sole expense, must purchase or otherwise acquire, carry, and maintain at all times the levels of insurance coverage meeting SLCDA's minimum requirements.
- b. All insurance must be effected under valid and enforceable policies, issued by recognized, responsible insurers qualified to conduct business in Utah, and which are well-rated by national rating organizations. All companies providing insurance policies required herein shall be appropriately licensed and shall have a financial rating of no lower than [A] as listed in A.M. Best's Key Rating Guide (current edition or interim report). Companies with ratings lower than [A] will be acceptable only upon written consent of SLCDA.
- c. Insurance policies must name the Operator as the insured, name Salt Lake City Corporation and the Salt Lake City Department of Airports as additional insureds with respect to general liability and automobile liability coverages. Insurance policies shall not have the ability to be canceled, terminated, or materially changed without at least thirty (30) days prior written notice from the Operator's insurance carrier to SLCDA. Certificates evidencing such insurance must be submitted by the Operator to the Executive Director prior to commencement of service at the Airport and from then on at least fifteen (15) days prior to the expiration dates of expiring policies.
- d. SLCDA reserves the right to request complete copies of any required insurance policy if deemed necessary to ascertain the details of coverage not provided by the Certificates.
- e. Compliance with the insurance requirements contained herein is a continuing condition of the Operator's rights to operate at the Airport. If the Operator fails to procure and maintain such insurance, SLCDA shall have the right, but not the obligation, to terminate the Operator's right to operate at the Airport. The SLCDA may also take other actions to mitigate the lack of insurance, at SLCDA's sole discretion.
- f. The Operator waives any and all rights of subrogation for personal injury or property damage against SLCDA, its Board members, officers, employees, and agents and the City of Salt Lake including its councils, Board members, officers, employees, and agents arising from its operations at the Airport. In addition, the Operator waives any rights of recovery it may have against SLCDA or Salt Lake City Corporation, their councils, Board members, officers, employees, and agents for insured losses occurring to any property insured by the Operator in accordance with these Minimum Standards and its written agreement with SLCDA.

- g. Each Operator and approved sublessee shall purchase or otherwise acquire the following basic insurance policies at the stated minimums:
- i. Comprehensive commercial general liability and aircraft liability insurance protecting Salt Lake City Corporation against any and all liability arising by reason of the Operator's conduct or the conduct of its officers, directors, employees, or agents incidental to the use of the Premises, or resulting from any accident occurring on or about the roads, driveways, or other public places, including runways and taxiways, used by FBO at the Airport, caused by or arising out of any wrongful act or omission of the Operator, in the minimum amount of \$5,000,000 (for FBOs) or \$2,000,000 (for all other Operators) combined single limit for each occurrence for all personal and bodily injury (including passengers), death and/or property damage.
  - ii. Hangarkeeper's Liability Insurance in the minimum amount of \$5,000,000 for any one occurrence, subject to deductible of not more than \$25,000 for any one occurrence.
  - iii. Automobile comprehensive liability insurance at a combined single limit coverage of not less than \$5,000,000 (bodily injury and property damage) per occurrence.
  - iv. Aircraft liability coverage in the minimum amount of \$25,000,000 combined single limit for bodily injury and property damage, which shall include but not be necessarily limited to all of the following coverages: Aircraft liability, including General Liability, Aircraft Products and Completed Operations, Liquor Liability, Premise Liability, Products & Completed Operations, Contractual Liability, Hangarkeeper's Liability, Motor Vehicle Liability within the confines of the Airport, Cargo Legal Liability and Fueling and Refueling Liability, if such operations are conducted by the Operator.
  - v. Property Insurance for special form property coverage for any and all of the Leased Premises. Such insurance shall be in an amount equal to the full insurable replacement value of such property. All special form coverage insurance policies shall contain loss payable endorsements in favor of the parties as their respective interests may appear hereunder. All special form coverage insurance policies placed upon the Leased Premises may have a loss payable clause in favor of any mortgage or lender of Operator, as its interests may appear.
  - vi. Business Interruption for gross earnings and extra expense insurance that shall include coverage for all amounts due in accordance with the Lease for a minimum of a six (6) month period. The proceeds of such insurance shall be used first to continue rent and payments to the City.
  - vii. Pollution Liability Insurance coverage with limits of not less than \$10,000,000 for each pollution incident and \$20,000,000 for the policy aggregate.

- viii. Fidelity Insurance or Bond protecting against employee theft in connection with Operator's business. Said insurance or bond shall have limits of not less than \$1,000,000 per occurrence limit of liability.
- ix. Workers' Compensation and Employee Liability insurance policy shall provide Workers' compensation and employer's liability insurance sufficient to cover all of Consultant's employees pursuant to Utah law, unless a waiver of coverage is allowed and acquire pursuant to Utah law. In the event that any work is subcontracted, Consultant shall its subcontractor(s) similarly to provide workers' compensation insurance for all of the latter's employees, unless a waiver of coverage is allowed and acquired pursuant to Utah Law or qualified self-insurance as approved and as required by SLCDA.
- x. Such additional coverage or other insurance in amounts as SLCDA deems advisable for protection against claims, liabilities and losses arising out of or connected with the operation of the Premises.
- xi. Operators providing aircraft rental, flight training, flying club operations, aircraft charter, aircraft sales, and some other specialized Operators shall be required to acquire aircraft and passenger liability insurance of \$1,000,000 (combined single limit – each occurrence) for piston powered aircraft, \$5,000,000 (combined single limit – each occurrence) for turbine powered aircraft, and \$10,000,000 (combined single limit – each occurrence) for turbine powered aircraft with a wingspan 79 feet or greater. This insurance shall include bodily injury, personal injury, and property damage (excluding aircraft hull) for students and renters of aircraft.
- xii. Operators providing aircraft rental, flight training, or flying club operations shall be required to acquire Student and Renter Liability insurance in the amount of \$100,000 (combined single limit – each occurrence) and CFI Professional Liability insurance (for Operators that employ flight instructors) in the amount of \$100,000 (combined single limit – each occurrence). This insurance shall include bodily injury and property damage not only during flight instruction, but also after instruction has been given.



**MINIMUM STANDARDS**  
**FOR**  
**COMMERCIAL AERONAUTICAL ACTIVITIES**  
  
**AT**  
  
**SOUTH VALLEY REGIONAL AIRPORT (U42)**  
**TOOELE VALLEY AIRPORT (TVY)**

*Adopted \_\_\_\_, 2023*

*Current as of: January 31, 2023*

## Table of Contents

<b>1. INTRODUCTION.....</b>	<b>1</b>
<b>1.1 Purpose &amp; Policy .....</b>	<b>1</b>
<b>1.2 General Information .....</b>	<b>2</b>
<b>2. DEFINITIONS .....</b>	<b>4</b>
<b>3. REQUIREMENTS &amp; STANDARDS .....</b>	<b>10</b>
<b>3.1 FAR Part 91 Aircraft Operations. Not for Hire, Military Operations &amp; FAR         Part 121 Aircraft Operations .....</b>	<b>10</b>
<b>3.2 Minimum Standards for All Operators .....</b>	<b>10</b>
<b>3.3 Application Procedures and Qualifications.....</b>	<b>14</b>
<b>3.4 Approval Procedures .....</b>	<b>16</b>
<b>3.5 Minimum Standards for Full Service Fixed Base Operator (FBO) .....</b>	<b>17</b>
<b>3.6 Minimum Standards for Specialized Aeronautical Service Operators (SASO) .....</b>	<b>22</b>
<b>4. VIOLATIONS AND ENFORCEMENT .....</b>	<b>30</b>
<b>APPENDIX A – MINIMUM REQUIREMENTS FOR A WRITTEN     APPLICATION.....</b>	<b>31</b>
<b>APPENDIX B – SCHEDULE OF MINIMUM INSURANCE.....</b>	<b>33</b>

# **1. INTRODUCTION**

## **1.1 Purpose & Policy**

The Salt Lake City Department of Airports (SLCDA or Sponsor) will make available the opportunity to engage in commercial and general aviation aeronautical activities at South Valley Regional Airport and Tooele Valley Airport (Airport), by persons and entities (Operator(s)) that meet reasonable minimum standards (Minimum Standards).

The purpose of imposing these Minimum Standards is to:

- a. ensure safe, efficient, and adequate levels of services are offered to the public,
- b. protect airport users from unlicensed and unauthorized products and services,
- c. maintain and enhance the availability of adequate services for all airport users,
- d. promote the orderly development of Airport land,
- e. ensure the economic health of all on-airport Operators, and
- f. ensure efficient use of navigable airspace.

The Minimum Standards are based on the Airport's status as a general aviation reliever facility, circumstances and conditions at the Airport, and analysis of demand and capacity. These Minimum Standards may be periodically updated and revised as activity or demand for various services changes over time, in such a manner and to such extent as is deemed appropriate by SLCDA. These Minimum Standards may be revised or amended at any time in the discretion of SLCDA.

SLCDA will apply these Minimum Standards objectively and uniformly to all similarly situated on-airport aeronautical service Operators. In accordance with these objectives, SLCDA will approve or deny the opportunity for an Operator, as defined herein, to conduct aeronautical activities at SLCIA based on these standards. These Minimum Standards are not intended to be comprehensive; Operators must also comply with all applicable federal, state, local laws and SLCDA Rules and Regulations.

By adopting these Minimum Standards, SLCDA does not imply a right to provide services to any operator or provider. It is the policy of SLCDA to extend the opportunity for providing an aeronautical service to any entity meeting SLCDA's Minimum Standards for that service, subject to availability of suitable space at the Airport to conduct such activities. The SLCDA Airport Layout Plan, as approved by the Federal Aviation Administration (FAA), provides the primary basis for determining whether suitable space is available for proposed aeronautical activities. SLCDA reserves the right to solicit requests for proposals and to make determinations and choices of suitable Operators based on solicited proposals, to fill any on-airport aeronautical service opportunity.

## **1.2 General Information**

Determinations of what constitutes an acceptable “minimum” and compliance with the Minimum Standards shall be made by SLCDA in its sole discretion. No entity or Operator will be allowed to occupy land and/or improvements or engage in aeronautical activities at the Airport under conditions less than the “minimum,” unless waived in writing by the Executive Director, if determined to be in the best interest of the welfare of Airport operations, in the Executive Director’s sole discretion. These Minimum Standards shall not prohibit any person from performing maintenance and fueling with respect to their Operator-owned or controlled aircraft with their own employees, except for restrictions set forth by any lease or other contractual agreement.

Activities may exist which are too varied to reasonably permit the establishment of specific minimum standards for each activity. If an aeronautical activity is not addressed in these Minimum Standards, appropriate requirements may be developed on a case-by-case basis and incorporated into any agreement or permit relating to the occupancy/use of Airport land and/or improvements, taking into consideration the needs of the Operator, the existing land-use plans and operational plans of SLCDA, and the public interest in, or demand for, the activity.

Upon SLCDA’s adoption of these Minimum Standards, any reference in any agreement to prior standards shall be deemed to be a reference to these Minimum Standards. Any existing Operator that is not currently in compliance with these standards at the time of their adoption shall be given a reasonable time, as determined by SLCDA, to comply with these Minimum Standards.

Notwithstanding the adoption of these Minimum Standards, nothing herein shall be construed as a modification of any existing agreements wherein an Operator has agreed to exceed any of these Minimum Standards nor is SLCDA prohibited from entering into agreements wherein an Operator is required to exceed these Minimum Standards.

SLCDA may prohibit any Operator from using the Airport or engaging in commercial aeronautical activities at the Airport if SLCDA determines the Operator is not complying with these Minimum Standards or has otherwise jeopardized the safety of other individuals or entities utilizing the Airport or the land and/or improvements at the Airport. If the Executive Director determines that any of these Minimum Standards have been violated by any individual or entity operating on the Airport and that the matter cannot be resolved satisfactorily by notice to, and discussion with, the offending entity, then SLCDA may take formal action against the offending entity. Such action shall be at the sole discretion of SLCDA.

SLCDA reserves the right to waive all, or any portion of, these Minimum Standards set forth herein for the benefit of any government or governmental agency performing non-profit and/or public services to the aircraft industry, performing emergency medical or rescue services to the public by means of aircraft, performing fire prevention or firefighting operations, or performing law enforcement operations. SLCDA further reserves the right to waive all or any portion of these Minimum Standards for non-government entities/Operators when the entity or Operator is solely engaged in performing emergency medical or rescue services to the public by means of aircraft, performing fire prevention or firefighting operations, or whenever Executive Director, in



their sole discretion, deems such waiver to be in the best interest or welfare of the Airport's operation.

The operation of the Airport is subject to the various requirements imposed by the Federal Aviation Act of 1958, as amended, the regulations imposed by the Federal Aviation Administration, and regulations imposed by other federal agencies. The foregoing requirements and regulations shall take precedence and supersede these Minimum Standards should they contradict or conflict with these Minimum Standards solely to the extent that they contradict or conflict.

## **2. DEFINITIONS**

All words, terms and phrases when used herein shall have the meanings as described in this section. Words, terms, and phrases which relate to aeronautical practices, processes and equipment, not defined herein, shall be construed according to the definitions in Title 14 of the Code of Federal Regulations or, if not defined therein, according to their general usage in the aviation industry.

### **2.1 Aeronautical Activity or Aeronautical Service**

Any activity or service that involves, makes possible, or is required for the operation of aircraft, or another aeronautical activity, that contributes to or is required for the safety of such operations. The following activities, without limitation, that are commonly conducted on airports are considered aeronautical activities within this definition: 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 activity which, in the sole judgement of the SLCD, because of its direct relationship to the operation of aircraft or the Airport, can be appropriately regarded as an aeronautical activity.

### **2.2 Air Carrier**

The aircraft and associated operator of commercial scheduled aircraft operating under a FAR Part 121 Air Carrier Certificate.

### **2.3 Aircraft**

Aircraft means a device that is used or intended to be used for flight in the air. See 14 CFR § 1.1.

### **2.4 Aircraft Maintenance**

Aircraft maintenance is considered to be the repair, maintenance, alteration, preservation, or inspection of aircraft (including the replacement of parts). Major maintenance includes major alterations to the airframe, powerplant, and propellers as defined in federal regulation (14 CFR Part 43). Minor maintenance includes normal, routine annual inspection with attendant maintenance, repair, calibration, or adjustment of aircraft and its accessories. Aircraft assembly is included within the definition of aircraft maintenance.

### **2.5 Aircraft Charter Operator**

An entity engaged in the commercial operation of providing air transportation of person(s) or property for hire on an on-demand basis, operating under 14 CFR Part 135 and not including Air Carriers. This section does not apply to life flight helicopter and rescue Operators.

## **2.6 Aircraft Maintenance Operator**

An entity engaged in providing Aircraft Maintenance for aircraft not owned and/or operated by the Operator. An Aircraft Maintenance Operator provides one or a combination of airframe, powerplant (engine), or accessory overhauls and/or repair services on aircraft up to and including business jet aircraft and helicopters. This activity also includes the sale of aircraft parts and accessories.

## **2.7 Airframe and Power Plant Mechanic (A&P Mechanic)**

Someone holding an FAA authorized aircraft mechanic certificate with both airframe and power plant ratings.

## **2.8 Aircraft Owner**

The FAA registered owner of an aircraft, or their authorized designee.

## **2.9 Aircraft Refueling**

The transportation, sale, delivery, dispensing, storage, or draining of fuel or fuel waste products to or from aircraft.

## **2.10 Aircraft Rental**

The commercial operation of renting or leasing aircraft to the public or another Operator for compensation.

## **2.11 Aircraft Rental Operator**

An entity engaged in the rental of aircraft to the general public or another Operator.

## **2.12 Aircraft Sales**

The sale of new or used aircraft through brokerage, ownership, franchise, distributorship, or licensed dealership.

## **2.13 Aircraft Sales Operator**

An entity engaged in the sale of new or used aircraft or aircraft parts and provides such repair, services, and parts as necessary to meet any maintenance/service guarantee or warranty or to support the maintenance of aircraft sold. Storage of aircraft sold falls into the category of Commercial Hangar Operator, defined herein.

## **2.14 Airport**

Airport refers to the land and improvements generally known and designated as South Valley Regional Airport and/or Tooele Valley Airport. The improvements on the land consist of the runways, aircraft taxiways and parking aprons, the passenger and freight terminal buildings, hangars, vehicle roads and parking facilities, and all other improvements on such land. The term

Airport shall also include any adjacent or nearby land hereafter acquired for purposes of the Airport and all improvements hereafter constructed on such land.

## **2.15 Airport Operations Area (AOA)**

The area of the Airport used for aircraft landing, takeoff, or surface maneuvering including the areas around hangars, navigation equipment, and communication facilities.

## **2.16 Airport Security Plan (ASP)**

The plan required by the Transportation Security Administration which defines how the Airport Sponsor will adhere to and maintain the security requirements of 49 CFR Parts 1542 and 1544.

## **2.17 Airport Layout Plan (ALP)**

The FAA approved plan of an airport and showing the layout of existing and proposed facilities.

## **2.18 Apron**

The apron is a surface in the Air Operations Area (AOA) where aircraft park and are serviced, refueled, loaded with cargo, and accessed by passengers.

## **2.19 Commercial**

That which promotes or makes possible earnings, income, revenue, compensation, profits, exchanges (including change of services), trading, buying, hiring, or selling of commodities, goods, services, or tangible or intangible property of any kind, whether or not such objectives are accomplished.

## **2.20 Commercial Hangar Operator**

An entity that develops, constructs, leases, and/or owns a hangar structure(s) for the sole purpose of subleasing hangar space (with or without associated office/shop space) to entities engaged in commercial and/or non-commercial Aeronautical Activities.

## **2.21 Exclusive Right**

A power, privilege, or other right excluding or debarring another person or entity from enjoying or exercising a like/similar power, privilege, or right. An Exclusive Right may be conferred either by express agreement, by imposition of unreasonable standards or requirements, or by other means. Such a right conferred on one of more parties but excluding others from enjoying or exercising a similar right, would be an exclusive right. The granting of an Exclusive Right to conduct an aeronautical activity on an airport developed or improved with federal funds is expressly forbidden by law.

## **2.22 Executive Director**

The Executive Director of the Salt Lake City Department of Airports or designee.

### **2.23 Federal Aviation Administration (FAA)**

An agency of the United States Department of Transportation with authority to regulate and oversee all aspects of civil aviation. The Federal Aviation Administration was created by the federal government under Public Law 89-670 and Executive Order 11340 dated March 30, 1967, or to such other governmental agency, which may be successor thereto or be vested with the same or similar authority.

### **2.24 Federal Aviation Regulations (FAR)**

Regulations published by the FAA that govern the operation of aircraft, airways, airports, and airmen.

### **2.25 Fixed Base Operator (FBO)**

A commercial aeronautical service provider of aircraft refueling, maintenance, servicing and storage authorized to engage in the secondary activities of flight training, aircraft sales and rental, aircraft charter, avionics sales and service, and commercial hangar operations.

### **2.26 Flight Training Operator or Flight School Operator**

An entity engaged in providing flight instruction to the general public and/or providing such related ground school instruction as is necessary to take a written examination and flight check for the category or categories of pilot's licenses and ratings involved.

### **2.27 Flying Club**

A nonprofit entity organized for the express purpose of providing its members with aircraft for their personal use and enjoyment. Aircraft must be vested in the name of the flying club or owned by all the members equally, and no part of the net earnings of the club may inure to the benefit of any individual in any form, including salaries and bonuses, etc., and the club may not derive greater revenue from the use of the aircraft than the cost to operate, maintain, and replace the aircraft.

### **2.28 Fueling**

The transportation, sale, delivery, dispensing, storage, or draining of fuel or fuel waste products to or from aircraft, vehicles, or equipment.

### **2.29 Fuel Storage Area**

Any portion of the Airport designated temporarily or permanently by the Executive Director as an area in which aviation or motor vehicle fuel, or any other type of fuel or fuel additive, may be stored or loaded.

### **2.30 General Aviation**

All phases of aviation other than aircraft manufacturing, military aviation, and scheduled or non-scheduled commercial Air Carrier operations. May also generally refer to the operation of small/private or business/corporate aircraft of any type.

### **2.31 Operator(s)**

Any person, business, or entity doing business or conducting Aeronautical Activity at the Airport. An Operator may be classified as either a Fixed Base Operator (FBO), or a Specialized Aeronautical Service Operator (SASO).

### **2.32 Owned**

An aircraft that is owned, leased, or otherwise controlled through written agreement with an Aircraft Owner.

### **2.33 Person(s)**

Any individual, firm, or organization, air carrier co-partnership, corporation, company, association, or body politic, and includes any trustee, receiver, assignee, or other representative thereof.

### **2.34 Rules & Regulations**

The requirements the Airport has established, and which apply to the activities, operation and use of Salt Lake City International Airport, and as applicable, to South Valley Regional Airport and Tooele Valley Airport. Every Person and Operator doing business at the Airport is obligated to comply with Rules and Regulations, and any applicable federal, state, and local requirements.

### **2.35 Self-Service**

Aircraft refueling (excluding the use of a Self-Service Fueling Pump), repair, preventive maintenance, towing, adjustment, cleaning, and general services performed by an Aircraft Owner or its employees on Owned aircraft with resources supplied by the Aircraft Owner.

### **2.36 Self-Service Fueling Pump**

The commercial operation of an unattended stationary fuel tank and dispensing equipment for general use via a payment card reader. This includes the operations of anyone utilizing this type of equipment to provide fuel for sale or reuse.

### **2.37 Specialized Aeronautical Services Operator (SASO)**

A commercial aeronautical business that is authorized to offer a single or limited service according to established Minimum Standards. Examples of a SASO include but are not limited to the following commercial aeronautical activities: flight training, aircraft maintenance, air charter or taxi, aircraft sales, avionics maintenance, aircraft rental, aircraft storage, air cargo services and

aircraft sales. A SASO is not permitted to sell fuel. Fuel sales are restricted to FBOs pursuant to the Minimum Standards of FBOs.

### **2.38 Specialized Commercial Aeronautical Operator**

An entity engaged in providing limited aircraft services, support, or air transportation services for hire which are not otherwise categorized in these Minimum Standards.

### **2.39 Skydiving Operator**

An entity engaged in the commercial transportation of persons for skydiving, skydiving instruction, and rental and sales of skydiving equipment.

### **2.40 Sponsor**

A public agency of a public-use airport that submits to the FAA an application for financial assistance (such as AIP grants) for the airport. In accepting an application for financial assistance, the FAA will ensure that the airport sponsor is legally, financially, and otherwise able to assume and carry out the certifications, representations, warranties, assurances, covenants, and other obligations required of sponsors, which are contained in the AIP grant agreement and property conveyances.

### **3. REQUIREMENTS & STANDARDS**

#### **3.1 FAR Part 91 Aircraft Operations. Not for Hire, Military Operations & FAR Part 121 Aircraft Operations**

Non-commercial FAR Part 91 and military Aeronautical Activities may be allowable without a lease or other agreement with SLCDA, at the sole discretion of the Executive Director, as long as such operations are not for hire or are governmental in nature, do not require special handling by SLCDA, and are generally handled as a routine operation by an FBO or SASO on the Airport. These operations are allowed to utilize the Airport's runways, taxiways, and aprons as long as their operators pay any and all user fees established by SLCDA (such as landing fees, flowage fees and parking fees) to SLCDA or its designated agent for the collection of such fees.

FAR Part 121 Air Carrier Aircraft operations require a special operational and/or lease agreement with the Sponsor and are not included in these Minimum Standards.



### **3.2 Minimum Standards for All Operators**

The following standards shall apply to all Commercial Aeronautical Activities at the Airport, except as noted in Section 3.1 above. All Operators engaging in any Aeronautical Activity at the Airport must comply with the requirements and standards of this section plus the Minimum Standards for each specific activity as further indicated herein. Operators authorized to engage in any Aeronautical Activity at the Airport under an Aeronautical Services Business Permit issued by SLCDA must comply with the standards of this section plus the requirements of the permit, but are not required to meet the minimum land, apron, hangar, or facilities requirements of Section 3.6.

- a. No individual or entity shall operate commercially or perform an aeronautical activity from or on the Airport, without applying for and receiving an operating permit or entering into either a lease agreement with SLCDA or receiving approval from SLCDA to sublease land and/or improvements from an authorized lessee.
- b. The Operator shall have such business background and shall have demonstrated its business capability to the satisfaction of, and in such manner as to meet with the approval of SLCDA.
- c. Activities not explicitly identified in the Minimum Standards are restricted at the Airport unless SLCDA provides written authorization, such as providing terminal facilities; operating a restaurant; selling alcohol; selling non-aviation products; air shows; advertising unrelated to the FBO; storing hazardous materials; building or operating a fuel farm without permission; heavy maintenance on the apron; parking or storing any vehicles not used daily; contracting with any rental car company except authorized concessionaire.
- d. Any applicant seeking to conduct an Aeronautical Activity at the Airport should demonstrate that they have adequate financial resources to meet the Minimum Standards for their planned activity at the Airport and to realize the business objectives agreed to by SLCDA and the applicant. The applicant shall provide upon request a financial statement of sufficient detail and credibility to allow SLCDA to make a judgment regarding the adequacy of the applicant's financial resources.
- e. Unless otherwise specified herein, the Operator shall (1) lease building or hangar space from SLCDA meeting the specified requirements of their planned Aeronautical Activity; (2) lease ground space from SLCDA, on which shall be erected a building by the Operator or other designated entity; or (3) sublease, with SLCDA written approval, from an entity which has an existing building or hangar, to include space as defined in the following minimum standards for each specific Aeronautical Activity; or (4) permit issued by SLCDA.
- f. The Operator shall maintain, at a minimum, the coverages and policy limits set forth in Appendix B – "Schedule of Minimum Insurance Requirements." All Operators shall demonstrate to the Sponsor satisfactory evidence of its ability to acquire insurance coverage as stipulated for each particular type of operation/activity.

Insurance policies shall be maintained in full force and effect during all times of existing leases, agreements, business licenses, or renewals or extensions thereof, with a 30-calendar day notice of cancellation to the Executive Director. SLCDA shall be named as an additional insured on all policies carried by the Operator related to their business at the Airport. Failure to comply with the requirements outlined in Appendix B, and as may be adjusted by SLCDA from time to time, may result in termination of Operator's agreement(s) with SLCDA.

- g. The Operator and its designees shall obtain and comply with, at its/their sole expense, all necessary licenses, permits, certifications, and/or ratings required for the Operator's activities at the Airport as required by SLCDA or any other duly authorized agency prior to engaging in any Aeronautical Activity at the Airport. Upon request, the Operator will provide copies of such licenses, permits, certifications, and/or ratings to SLCDA.
- h. Any construction by an Operator shall be in accordance with design and construction requirements of SLCDA and federal, state, and local regulations and applicable codes.
- i. All construction must conform to all applicable regulations and codes, including SLCDA security rules, regulations, and design standards.
- j. Operators shall provide a payment and performance bond to ensure the completion of any building or facility to be erected on a leasehold, free and clear of any liens, as SLCDA may request.
- k. Operators shall provide adequate paved auto parking spaces sufficient to accommodate all activities and operations for Operator and subtenant customers, passengers, and employees, on a daily basis, and in accordance with West Jordan City or Erda City Code.
- l. Hangars shall be used exclusively for aeronautical purposes, with stated exceptions per FAA guidance.
- m. Operators shall engage in Aeronautical Activities in accordance with all applicable federal, state, and local law and regulation, SLCDA Rules and Regulations, and these Minimum Standards, all as may be in effect at any time and as revised from time to time.
- n. Operators shall have the responsibility to pay any fine(s) levied against the Operator, SLCDA, or their representatives, officers, officials, agents, and volunteers as a result of the Operator's failure to comply with any applicable federal, state, local, or Airport rule, regulation, or law. Operators shall, at their own expense, pay all taxes, fees, utilities, and charges that may be levied, assessed, or charged by any duly authorized agency.
- o. Operators shall demonstrate that they own, lease, or otherwise have sufficient access to all equipment required to provide the applicable Aeronautical Services promptly on demand without causing any flight delays or other operational impacts on aircraft at

the Airport. All equipment must be maintained in good operating condition, good appearance, and in compliance with all applicable safety standards and regulations. The equipment must have a uniform appearance and include the prominent display of Operator's name and logo, and otherwise conform with SLCDA Rules and Regulations.

- p. An adequate number of qualified and, where applicable, licensed employees shall be on duty at all operational times to provide services consistent with these Minimum Standards.
- q. Each Operator shall establish a written training program to ensure that all employees are thoroughly trained and qualified to perform the tasks to which they are assigned. The training program shall contain detailed instruction in proper operating procedures for each job classification. Upon request, the Operator shall submit a copy of its written training program(s) to SLCDA.
- r. All Operators shall comply with all applicable requirements of SLCDA's TSA-approved Airport Security Plan and the Airport's FAA-approved Airport Certification Manual, as updated from time-to-time.
- s. Each Operator shall provide to SLCDA a list of company officials and 24-hour contact information for each. This list shall include (1) a corporate representative with administrative, operational, and fiscal authority; (2) a local representative with operational authority; and (3) the Operator's point of contact for emergency/security incidents, including environmental incidents.
- t. With the exception of fueling services provided by an FBO, an Operator may subcontract any of the services it is obligated or authorized to provide, so long as such subcontractor meets the minimum standards, but only with written consent of the Executive Director.
- u. Any FBO may sublease space to another Operator if such space is available, both parties desire such sublease arrangement, and the sublease is approved, in writing, by the Executive Director. Under no circumstances is any Operator obligated to sublease to another Operator. An Operator can meet the requirement to lease space if it has a sublease that has been approved by the Executive Director, as required. Fueling of subtenant aircraft is prohibited, except when conducted by an FBO. Self-service operations are only permitted for those meeting the definition of Self-Service.
- v. If more than one type of service will be provided by a SASO from the same premises, the space requirements set forth for each type of aeronautical service may be adjusted or combined to reduce the overall amount of space required, with the Executive Director's written approval.

### 3.3 Application Procedures and Qualifications

An Operator proposing to engage in Aeronautical Activity shall request an initial consultation and assessment with SLCDA prior to submitting a written application (See **Appendix A** – Minimum Requirements for a Written Application).

- a. SLCDA may deny any application of an applicant to provide aeronautical services or perform aeronautical activities at the Airport if, in the SLCDA's sole discretion, it determines that any of the following apply:
- b. The applicant does not meet one or more of any applicable provisions of these Minimum Standards;
- c. The applicant has supplied SLCDA, or any other person, with false or misleading information or has failed to make full disclosure in its application or supporting documents;
- d. There is no appropriate, adequate, or available space on the Airport to accommodate the applicant at the time of application;
- e. The proposed activity would conflict with SLCDA's FAA approved Airport Layout Plan or create a safety hazard;
- f. The proposed activity would require SLCDA to spend funds, would likely result in a loss of SLCDA funds, or would require SLCDA to supply funds, materials, or manpower that SLCDA does not have budgeted.
- g. The proposed activity would require an existing Operator or Lessee to reduce the size of such leased premises at the Airport without their consent, result in congestion anywhere within the Airport boundaries, or would interfere with the orderly activities of existing Operators;
- h. The proposed services or activities could be detrimental to the Airport or otherwise result in creating a safety hazard at the Airport, as determined by the FAA;
- i. The applicant has violated any of these Minimum Standards or any other statutes, regulations, ordinances, laws, or orders applicable to the Airport within the last 10 years;
- j. The applicant is currently in default, or has been in default in the past, in the performance of any lease or other agreement with SLCDA;
- k. The applicant's financial statement, or other financial information submitted to SLCDA, contains information that creates doubt as to the applicant's abilities to provide the proposed services, meet the operational requirements of the business, and pay the applicable fees required by SLCDA;

- l. The applicant does not have, or cannot demonstrate access to, the operating capital necessary to conduct the proposed operation;
- m. The applicant is unable to obtain sufficient insurance, financial sureties, or guarantors to protect the interests of SLCDA or other appropriate governmental entities;
- n. The applicant, including any principal in the business, has been convicted of any disqualifying criminal offense as defined by the Transportation Security Administration under 49 CFR § 1572.103 within the last 10 years;
- o. The applicant's proposal is not in the best interest of the health, safety, welfare, or convenience of the traveling public;
- p. Approval of the proposed activity would be inconsistent with SLCDA's obligations contained in its grant assurances as defined by the FAA; or
- q. The proposed development or use of land will result in a congestion of aircraft or buildings or will result in an unjustified interference with the operation of any present tenant or Operator on the Airport.

### **3.4 Approval Procedures**

- a. SLCDA shall have ninety (90) days to either approve or deny any applicant's application/proposal to provide any Aeronautical Services or conduct any Aeronautical Activities, as defined herein. All applications will be responded to in writing.
- b. Applicants may ask for reconsideration of any application denial within thirty (30) calendar days of the receipt of a denial as long as the reconsideration request is in writing and addresses all the reasons for denial outlined in the written denial letter, assuming any reasons were given. If such reconsideration is requested, SLCDA will respond to the request within thirty (30) calendar days. After such reconsideration by SLCDA, its decision will be final, with no further internal reconsiderations, except as may be required by the FAA.

### **3.5 Minimum Standards for Full Service Fixed Base Operator (FBO)**

In addition to the general requirements set forth in Section 3.2 through 3.4 herein, the following sets forth the Minimum Standards for a Full-Service Fixed Base Operator (FBO) at the Airport.

- a. Leased Premises. A FBO shall provide and/or develop, via lease or other agreement, adequate land, apron, hangar(s), facilities (terminal, office, fuel storage, and shop) and vehicle parking to accommodate all activities of the FBO and all approved sublessees, but not less than the following requirements:
  - i. Land. At least 217,800 square feet (5.0 acres), which all required improvements including, but not limited to, apron, hangar(s), facilities (customer lounges, office, and shop), vehicle parking, roadway access, and landscaping will be located.
  - ii. Aircraft Apron / Paved Tie-down. Apron shall be a minimum of 200 percent of hangar square footage, commensurate with the total number of aircraft handled on site by the Operator and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft to be handled by the FBO. FBO must be able to provide tie-down area for the aircraft being serviced by the Operator.
  - iii. Hangar. One single structure, conventional type hangar comprising a minimum of 10,000 square feet dedicated to aircraft maintenance and storage operations, capable of accommodating the largest aircraft likely to be serviced by the Operator at the Airport, with door openings of at least 100 feet in width and at least 21 feet in height. The hangar must contain a minimum of 4,000 square feet dedicated to a terminal area, in addition to the aircraft maintenance and storage area, with separate entrances for both areas. The terminal area must include crew and passenger lounges, a conference room, administrative offices, and restrooms.
  - iv. Fuel Storage. The FBO shall lease or construct an on-airport above-ground fuel storage facility, in a location approved by SLCDA, capable of containing at a minimum 10,000 gallons of AvGas and 20,000 gallons of Jet A. Such fuel storage area shall be designed, constructed, and maintained to all applicable standards and shall contain the proper drainage and secondary containment as required by Utah Department of Environmental Quality and all other applicable federal, state and local laws, and Airport Rules and Regulations.
- b. The FBO shall demonstrate that it has made satisfactory arrangements with an industry-recognized aviation petroleum supplier for delivery of aviation fuels in such quantity as are necessary to meet the requirements set forth herein and to meet customer demand.
- c. The FBO shall have an approved, written Spill Prevention Contingency and Control Plan (SPCC Plan) that meets federal, state, local, and Airport Rules and Regulations

for above ground fuel storage facilities. An updated copy of the SPCC Plan shall be filed with the Executive Director at least thirty (30) days prior to commencing operations.

- d. The FBO shall provide all required training and maintain all required training records to meet the requirements of the FAA.
- e. Equipment. Operator will provide regular monitoring and timely response for repair of equipment and reimbursement resulting from malfunction. SLCDA reserves the right to periodically inspect all equipment used by the Operator and to deny its use on the Airport if SLCDA determines that the equipment is not safe or otherwise unfit for use. Such determination shall be based on noncompliance with any applicable NFPA Standards, the SLCDA's Airport Certification Manual, any applicable Federal or FAA Advisory Circular or FAA Order, and SLCDA's observation regarding the equipment's leaking of oil, fuel, or other chemicals that could cause damage to Airport pavements or create an explosive hazard. The FBO shall provide at least the following equipment:
  - i. Adequate tie-down equipment required to safely secure aircraft as set forth in AC 20-35C "Tiedown Sense."
  - ii. Adequate equipment for recharging or energizing discharged aircraft batteries.
  - iii. Aircraft tugs and tow bars with rated draw bar capacities sufficient to meet the towing requirements of the aircraft normally frequenting the Airport.
  - iv. Adequate number of approved and regularly inspected dry chemical (and other ratings as needed) fire extinguisher units shall be maintained within the FBO hangar(s), at fuel storage facilities, and on all refueling vehicles.
  - v. All equipment necessary for the proper performance of aircraft maintenance in accordance with applicable FAA regulations and manufacturers specifications.
  - vi. Lavatory servicing cart capable of serving the Airport and capable of emptying into the Airport's lavatory dump station.
  - vii. Fueling Equipment. The FBO shall have at least one (1) fully functioning jet refueling vehicle with a capacity of at least 3,000 gallons each and at least one (1) fully functional AvGas refueling vehicle with a capacity of at least 750 gallons.
- f. All aircraft refueling vehicles shall be equipped with reliable metering devices that meet all applicable requirements for fuel sales and inventory control. At least one (1) Jet fuel refueling vehicle shall have over-the-wing and single point refueling capability. All refueling vehicles shall be bottom loaded. All refueling vehicles will be periodically inspected by SLCDA and at least annually by the FAA, ensuring that all



refueling vehicles are safe and presentable, in the sole judgment of SLCDA, for use on the Airport. SLCDA reserves the right to disallow refueling vehicles on the Airport's property that do not meet all applicable standards and safety requirements. The FBO shall provide all training and maintain all required training and vehicle records to meet the requirements of the FAA.

- g. All aircraft refueling vehicles shall be equipped and maintained to comply at all times with all applicable federal, state, local, and SLCDA's Rules and Regulations, including without limitation, those prescribed by the following:
  - i. Utah State Fire Code and Fire Marshall's Codes;
  - ii. National Fire Protection Association (NFPA) Standards;
  - iii. 14 CFR Part 139, Airport Certification, all applicable sections including Section 139.321 "Handling/Storing of Hazardous Substances and Materials;"
  - iv. Applicable FAA Advisory Circulars (AC's), including AC 00-34A "Aircraft Ground Handling and Servicing," AC 150-5210-5D "Painting, Marking, and Lighting of Vehicles Used On An Airport," and AC 150/5230-4B "Aircraft Fuel Storage, Handling, and Dispensing on Airports", as may be amended.
- h. Personnel. The FBO shall staff properly trained and qualified employees providing all required services. While on duty at the Airport, all FBO personnel shall be clean, neat in appearance, courteous, and properly uniformed (excluding management and administrative personnel). Personnel uniforms must include the FBO's company name and the employee's identification badges and shall at all times be professionally and properly maintained.
  - i. Full-Time Manager. All activities of the FBO shall be conducted under the guidance and supervision of a full-time, on-site FBO Manager. Such person must be a highly qualified and experienced FBO Manager vested with full power and authority to direct and conduct all matters pertaining to the day-to-day FBO operation. Such FBO Manager shall be assigned to the Airport location and shall be available during normal business hours, also being on-call 24 hours per day in case of emergencies.
  - ii. Line Service. At least two (2) fully trained and qualified fuel service staff persons shall be on duty at all times while the facility is open for business. All fuel service personnel shall have successfully completed an approved line technician safety course. A National Aviation Transportation Association (NATA) course or equivalent is acceptable.
  - iii. Customer Service. At least one (1) customer service representative must be on duty to handle customers entering the FBO facilities during normal

business hours. The customer service representative may be cross trained to count toward staffing requirements for line service personnel as well.

- iv. Maintenance. At least one (1) FAA licensed Airframe and Powerplant (A&P) mechanic available to perform maintenance on General Aviation aircraft and the Air Carrier aircraft that normally utilize the Airport shall be on-duty and on-premises for at least eight (8) hours during the FBO's operating hours, five days a week, and shall otherwise be on-call during other hours.
- i. Operating Procedures. The FBO shall develop and maintain Standard Operating Procedures (SOPs) for fueling, ground handling and management of aircraft staging on the FBO ramp. The SOPs shall include a training plan, record keeping, fuel quality assurance procedures, and emergency response procedures. The SOPs shall address bonding and fire protection, public protection, control of access to fuel storage facilities, as well as marking / labeling of fuel storage tanks and refueling vehicles. The FBO's SOPs must be submitted to SLCDA no less than thirty (30) days prior to the commencement of FBO activities at the Airport. SLCDA will conduct periodic inspections to ensure compliance.
- j. Hours of Operation. Aircraft fueling, ground handling, and customer service shall be continuously offered and available to meet reasonable customer demand during normal hours, and on-call as appropriate, with a response time not to exceed two (2) hour.
- k. Aircraft Removal. Although aircraft removal is the responsibility of an aircraft owner, the FBO shall be prepared to lend assistance with respect to equipment and personnel within a one (1) hour response time, as requested by SLCDA, in the removal of downed or disabled aircraft from the Airport runways and taxiways in order to maintain the operational readiness of the Airport. The FBO should train its personnel in proper protocols and procedures to remove aircraft and emergency procedures with regards to working with SLCDA in emergency situations.
- l. Insurance. **See Appendix B.**
- m. Licenses & Certifications. The FBO shall have and provide to SLCDA evidence of federal, state, and local licenses and certificates that are required for all operations.
- n. Services. An FBO must provide all of the following products and services at its premises on the Airport.
  - i. Storage, sale, an dispensing of required aviation fuels and other petroleum products such as engine lubricants. FBO shall be capable of providing a response time for fueling not to exceed 30 minutes in normal conditions during regular hours of operation.
  - ii. Aviation fuels and lubricating oils shall be stored and dispensed by an FBO in accordance with all local, state, and federal laws, regulations,

rules, and other requirements, as same may be amended from time-to-time, regarding the sale and storage of such fuels and oils, including without limitation any rules, regulations, or Minimum Standards that are established (and as modified from time-to-time) by SLCDA.

- iii. Prior to commencement of storage, selling, or dispensing of any fuels at the Airport, an FBO shall submit to SLCDA, for review and comment, the FBO's Spill Prevention Control and Countermeasures Plan and its Pollution Prevention Plan. Fuel storage, selling, or dispensing will be disallowed by SLCDA if any serious deficiencies are found in these plans that are not rectified prior to commencement of the operations and which would cause SLCDA or the FBO to be in violation of any applicable rule or regulation.
- iv. Aircraft and engine maintenance/repair services directed towards the general aviation, corporate, commercial aviation, air carrier, and governmental markets.
- v. Aircraft tie-down service.
- vi. Marshaling and parking of aircraft.
- vii. Passenger and aircraft services such as, but not limited to, passenger ramp service, baggage handling, aircraft towing, and aircraft interior cleaning.
- viii. Collection and remittance of various fees, as designated by SLCDA.
- ix. Aircraft storage services.
- x. Aircraft ground power service.
- xi. Catering service for corporate and other general aviation aircraft.
- xii. Aircraft lavatory service.
- o. Other services.
  - i. An FBO may provide other specialized aeronautical services on its leasehold subject to the approval of SLCDA, through the Executive Director, including the sale of new or used aircraft, the sale or rental of all types of consumer products normally related to the ownership or operation of aircraft, and any other services normally performed by similar FBOs at other airports in the United States. These requests will be reviewed and approved on a case-by-case basis.

### **3.6 Minimum Standards for Specialized Aeronautical Service Operators (SASO)**

In addition to the general requirements set forth in Section 3.2 through 3.4 herein, the following sets forth the Minimum Standards for a Specialized Aeronautical Service Operator (SASO) at the Airport. SASOs are not permitted to include fuel tanks or sell fuel unless waived in writing by the Executive Director. In the event of a waiver by the Executive Director the SASO will follow all regulations in Section 3.5 b, c, and d. Upon the operation of a full-time FBO at TVY, fuel tanks or selling of fuel shall be restricted to the FBO.

#### **a. Aircraft Maintenance Operator**

- i. **Leased Premises.** Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
  1. **Land.** Sufficient land to accommodate all of the Operator's activities.
  2. **Aircraft Apron.** Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft handled by the Operator, and suitable for the site with sufficient weight bearing capacity accommodate the largest aircraft handled by the operator.
  3. **Hangar.** One single structure, conventional type hangar comprising a minimum of 5,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft likely to be serviced by the Operator at the Airport.
  4. **Facilities.** Adequate space for customer lounges, administrative offices, maintenance shops, and restrooms.
- ii. **Licenses and Certifications.** Maintenance personnel must be properly certified by the FAA and hold the appropriate ratings for the work being performed.
- iii. **Personnel.** The Operator shall staff sufficient personnel to adequately and safely carry out aircraft maintenance in a courteous, prompt, and efficient manner. At least one FAA licensed A&P Mechanic, one Manager, and one customer service representative must be employed by the company and work at this Airport location.
- iv. **Equipment.** The Operator shall provide sufficient shop space, equipment, supplies, and availability of parts as required for certification as a FAA Part 145 Repair Station.
- v. **Hours of Operation.** The Operator shall be open and services shall be available to meet the reasonable demands of the public at least five days per week, eight hours per day, and be available after hours, on-call, with a response time not to exceed one hour.

- vi. Insurance. See Appendix B.
- b. Aircraft Rental, Flying Club, Flight School and/or Flight Training Operator
  - i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
    - 1. Land. Sufficient land to accommodate all of the Operator's activities.
    - 2. Aircraft Apron. Suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft in the Operator's fleet.
    - 3. Hangar. Sufficient to accommodate the total number of aircraft in the Operator's fleet. Any hangar shall be exclusively for aeronautical purposes related to the Operator's Owned aircraft.
    - 4. Facilities. Adequate space for customer lounges, administrative offices, instructional offices/rooms, maintenance shops, and restrooms.
  - ii. Licenses and Certifications. Persons performing aircraft proficiency checks and/or flight training must be properly certificated by the FAA and hold the appropriate rating for the aircraft being utilized and/or flight training being provided.
  - iii. Personnel.
    - 1. The Operator shall staff sufficient personnel to adequately and safely carry out aircraft rental and/or flight training in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public/members.
    - 2. Aircraft Rental Operators shall employ at least one flight instructor.
    - 3. Flight Training Operators shall employ at least one Chief Flight Instructor.
    - 4. Flying Clubs are not required to have a minimum number of employees, however they shall have a designated person that is available 24 hours per day, 365 days per year, to handle administrative requirements and any emergency or non-emergency situations that might occur with club aircraft at the Airport. Such clubs shall ensure that the contact information is continually up to date with SLCDA.
  - iv. Equipment.
    - 1. The Operator shall have available for rental and/or use in flight training at least two Owned aircraft under the exclusive control of the Operator at the commencement of the Aeronautical Activity, and at least three aircraft

after one year of operation. These aircraft shall be based at the Airport. This requirement does not apply to Flying Clubs.

2. Flight Training Operators shall include, at a minimum, adequate training aids necessary to provide proper and effective ground school instruction. All materials, supplies, and training methods must meet FAA requirements for the training offered.
  3. Adequate tie-down equipment, including ropes, chains, and other types of restraining devices and wheel chocks which are required to safely secure and tie-down aircraft as set forward in FAA AC 20-35C.
- v. Hours of Activity.
1. Operator shall be open and services shall be available to meet the reasonable demands of the public five days per week, eight hours per day.
  2. Private Flying Clubs are not required to have regular business hours.
- vi. Insurance. See Appendix B.

c. Aircraft Charter Operator

- i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
  1. Land. Sufficient land to accommodate all of the activities.
  2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft in the Operator's fleet, and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft in the Operator's fleet.
  3. Hangar. One single structure, conventional type hangar comprising a minimum of 5,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft in the Operator's fleet. The hangar shall be exclusively for aeronautical purposes related to the Operator's owned aircraft.
  4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops, and restrooms.

ii. Licenses and Certifications.

1. The Operator shall provide copies to SLCDA of all the appropriate certificates and approvals, including without limitation, the Pre-application Statement of Intent (FAA Form 8400-6), the Regulations and Amendments under Part 298 (OST Form 4507), and FAA operating certificate(s).
2. Personnel must be properly certified by the FAA and hold the appropriate ratings in the aircraft utilized for the activity.

iii. Personnel.

1. The Operator shall staff sufficient personnel to adequately and safely carry out the activity in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public.
2. The Operator shall employ at least one (1) Chief Pilot.

iv. Equipment.

1. The Operator shall provide one certified and continuously airworthy instrument qualified multi-engine or single turbine engine aircraft, Owned and under the exclusive control of the Operator.
2. Adequate tie-down equipment, including ropes, chains, and other types of restraining devices and wheel chocks which are required to safely secure tie-down aircraft as set forth in FAA AC 20-35C.

v. Hours of Activity.

1. The Operator shall be open and services shall be available to meet the reasonable demands of the public five days per week, eight hours per day. Response times to customer inquiries shall not exceed one hour.

vi. Insurance. See Appendix B.

d. Aircraft Sales Operator

- i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
  1. Land. Sufficient land to accommodate all of the activities.

2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft controlled on site by the Operator, and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft controlled on site by the Operator.
  3. Hangar. One single structure, conventional type hangar comprising a minimum of 5,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft in the Operator's fleet.
  4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops, and restrooms.
- ii. Licenses and Certifications. Personnel must be properly certified by the FAA and hold the appropriate ratings for providing flight demonstration in all aircraft offered for sale.
  - iii. Personnel.
    1. The Operator shall staff sufficient personnel to adequately and safely carry out the activity in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public.
    2. The Operator shall employ at least one (1) licensed and current commercial pilot current in the types of aircraft offered for sale.
  - iv. Equipment.
    1. Necessary and satisfactory arrangements for Aircraft Maintenance shall be provided in accordance with any sales guarantee or warranty period.
    2. Adequate tie-down equipment, including ropes, chains, and other types of restraining devices and wheel chocks which are required to safely secure tie-down aircraft as set forth in FAA AC 20-35C.
  - v. Hours of Activity. The Operator shall be open and services shall be available to meet the reasonable demands of the public five days per week, eight hours per day.
  - vi. Dealerships. An Operator which is an authorized factory sales franchise, dealer, or distributor shall have available or on call at least one current model demonstrator of aircraft in each of its authorized product lines.
  - vii. Insurance. See Appendix B.



e. Skydiving Operator

- i. Leased Premises. Operators engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements: [Note: skydiving operations are not permitted at South Valley Regional Airport in accordance with Airport Rules and Regulations.]
  1. Land. Sufficient land to accommodate all of the activities.
  2. Aircraft Apron. Suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft in the Operator's fleet.
  3. Hangar. Sufficient to accommodate the total number of aircraft in the Operator's fleet.
  4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops or production facilities, and restrooms.
  5. Each Operator must enter into a separate lease or license for the area on the Airport to be used as a drop zone. The drop zone shall be used exclusively for such purpose. The drop zone must be sufficiently large to enable safe landings for the skydiving operation, and at a minimum, must be 300 feet by 300 feet.
- ii. Licenses and Certifications. The Operator shall provide to SLCDA evidence of federal, state, and local licenses and certificates that are required for the operation.
  1. The operator shall meet or exceed the Basic Safety Requirements (BSR) of the United States Parachute Association (USPA), 14 CFR 105, FAA Advisory Circular 105-2E or successor versions, and all other related FAA publications.
- iii. Personnel. The Operator shall staff sufficient personnel to adequately and safely carry out the activity in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public.
  1. The Operator shall employ at least one (1) FAA commercial pilot holding the appropriate medical certificate and ratings for the aircraft operated. The Operator shall also have at least one (1) USPA qualified skydiving instructor holding the appropriate medical certificate and ratings required to conduct the skydiving operations.
  2. When the operator is using a drop zone within five (5) statute miles of the Airport, one (1) of its employees will serve as a drop zone manager/observer at the drop zone during all skydiving activities. The drop zone manager/observer for safety purposes shall have a radio capable of

transmitting on UNICOM and capable of communicating with the skydiving aircraft as necessary for safety purposes.

- iv. Equipment. The Operator shall provide and have based at the Airport, either owned or under written lease to the Operator, sufficient equipment, supplies, and availability of parts, including, if appropriate, one continuously airworthy aircraft.
- v. Hours of Activity. The Operator shall be open and services shall be available during hours normally maintained by operators conducting similar activities.
- vi. Insurance. See Appendix B.

f. Specialized Commercial Aeronautical Operator

- i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
  - 1. Land. Sufficient land to accommodate all of the activities.
  - 2. Aircraft Apron. Apron shall be commensurate with the size of the hangar, total number of aircraft controlled on site by the Operator, and suitable for the site with sufficient weight bearing capacity to accommodate the largest aircraft controlled on site by the Operator.
  - 3. Hangar. One single structure, conventional type hangar comprising a minimum of 5,000 square feet dedicated to aircraft maintenance and storage operations, with door openings capable of accommodating the largest aircraft in the Operator's fleet.
  - 4. Facilities. Adequate space for customer lounges, administrative offices, maintenance shops or production facilities (as required by Operator), and restrooms.
- ii. Licenses and Certifications. The Operator shall provide to SLCDA evidence of federal, state, and local licenses and certificates that are required for the operation.
- iii. Personnel. The Operator shall staff sufficient personnel to adequately and safely carry out the activity in a courteous, prompt, and efficient manner adequate to meet the reasonable demands of the public.
- iv. Equipment. The Operator shall provide and have based at the Airport, either owned or under written lease to the Operator, sufficient equipment, supplies, and availability of parts, including, if appropriate, one continuously airworthy aircraft.

- v. Hours of Activity. The Operator shall be open and services shall be available during hours normally maintained by operators conducting similar activities.
  - vi. Insurance. See Appendix B.
- g. Commercial Hangar Operator
- i. Leased Premises. Operators (other than a FBO or authorized sublessee) engaged in this aeronautical activity shall have land, apron, hangar, facilities, and vehicle parking to accommodate all activities of the Operator and all approved sublessee(s), but not less than the following Leased Premises requirements:
    - 1. Land. Sufficient land to accommodate all of the Operator's activities.
    - 2. Aircraft Apron. Apron shall be a minimum of 150 percent of hangar square footage and commensurate with total number of aircraft handled by the Operator, and suitable for the site with sufficient weight bearing capacity accommodate the largest aircraft handled by the operator.
    - 3. Hangar. One single structure, conventional type hangar comprising a minimum of 5,000 square feet dedicated to the Self-Service of Operator or subtenant owned aircraft, with door openings capable of accommodating the largest aircraft likely to be serviced by the Operator at the Airport.
    - 4. Hours of Operation Hours of Activity. The Operator shall be open and services shall be available during hours normally maintained by operators conducting similar activities.
    - 5. Insurance. See Appendix B.
- h. Specialized Operators Performing More Than One Service
- i. Any Operator who wishes to perform more than one specialized aviation service but who will not meet the definition of a FBO must meet the Minimum Standards for each service that will be provided. However, the Operator may request, in writing, to utilize the same space, facilities, and/or employees to meet the standards by demonstrating that the space, facilities, and/or employees can adequately meet the needs of all activities. Approval will be at the sole discretion of the Executive Director.

#### **4. VIOLATIONS AND ENFORCEMENT**

Failure to comply with these Minimum Standards shall subject an Operator's agreement and privilege to operate at the Airport to suspension or termination, as provided by such agreement. Generally, upon written notice from the Executive Director that an Operator is violating or has violated a provision of these Minimum Standards, Operators are afforded a specified period of time to remedy such violation or become subject to other default provisions of their agreement, including possible termination thereof; or show cause as why additional time should be granted by the Executive Director to enable the Operator to complete a cure. Such appeals must be pursued in accordance with provisions specified in the Operator's agreement.

## **APPENDIX A – MINIMUM REQUIREMENTS FOR A WRITTEN APPLICATION**

An Operator proposing to engage in Aeronautical Activity shall provide a demonstration of intent to conduct a business operation at the Airport via written application directed to the Executive Director. All applications to conduct a business operation at the Airport shall be in written form and include a business plan. The application materials and any subsequent documentation provided to SLCDA or any of its representatives are subject to Utah State Public Records Law. The written application shall contain at least the following:

- a. The proposed nature of the business. A business plan should be used to express the proposed nature of the business. At a minimum, the following information shall be included in the written business plan:
  - i. The type of business entity to be formed (or existing) that is proposed to operate (for example: corporation, limited liability company, partnership, etc.). Identify all services that will be provided by this Operator. Give a detailed description of the operation.
  - ii. The amount of land desired to lease and the lease term requested, including where this land is proposed to be located.
  - iii. The building space that will be constructed or leased, including where this building space will be located and/or from what entity it will be leased.
  - iv. The number of aircraft, sizes, and types, that will be operated by the Operator. Alternatively, identify the types, sizes, weights, and numbers of aircraft anticipated to be serviced or stored on-site by the Operator.
  - v. Any specialized equipment and tooling that will be provided by the Operator.
  - vi. The proposed number of persons to be employed at the Airport (indicate how many full or part time).
  - vii. A short resume for each owner and financial backer.
  - viii. A short resume of the manager of the business (if not an owner), including the person's experience and background managing a business of this nature.
  - ix. The operational periods (days and hours) of the proposed operation.
  - x. The amounts and types of insurance to be provided.
  - xi. Financial projections for the first five years of construction and operations.
  - xii. A marketing plan detailing the proposed methods to attract new business.
  - xiii. Any plans for future physical expansion.

- b. A listing of all parties who own an interest in the business or will appear on leases or other documents as a partner, director, or corporate officer, and those who will be managing the business. The listing shall include the name, address, and telephone number of each person with a controlling interest in the business. For corporations and limited liability companies, the listing shall include the name, address, and telephone number of the corporation's (or limited liability company's) officers and directors. If any listed person also has any business interest in any other business currently operating on the Airport, such facts should be noted in detail.
- c. A current, audited financial statement prepared by a Certified Public Accountant. If an audited financial statement is not available, the applicant should provide enough financial information about the business in order for SLCDA to evaluate the financial strength of the business. If the business is new with no prior history, then verifiable letters of credit or investment should be supplied to show that the business is credible.
- d. A listing of the assets owned or leased, current or planned, for the proposed business.
- e. A list of key personnel, with résumés, to be assigned to the business at the Airport, along with a description of their duties and responsibilities.
- f. Copies of all licenses, permits, and certifications possessed by the applicant or its key employees to be based at the Airport that are required to perform the proposed services. If various licenses, permits, or certifications are pending, list the status of each and indicate anticipated receipt dates.
- g. For at least one principal with an interest in the business, complete an Airport General Aviation Application and Application for Fingerprinting. These applications are available from SLCDA Badging Office Airport's Public Safety Office (801-575-2423).
- h. Proof (copy of insurance letter of intent) of liability coverage for the business operation, flight operations, aircraft, and operators and premises insurance.
- i. A written authorization for the FAA or any aviation or aeronautics commissions, administrators, and departments of all states in which the applicant has engaged in aviation business to release information in their files relating to the applicant or its operation. The applicant will execute such forms, releases, or discharges as may be required by those agencies.
- j. Other information as SLCDA may require to effectively evaluate the proposal.
- k. Where applicable, a copy of any written agreement between the applicant and an Air Carrier currently serving the Airport, together with a written statement from such Air Carrier to SLCDA that the applicant meets the Air Carrier's standards for the services to be provided to such Air Carrier.

## **APPENDIX B – SCHEDULE OF MINIMUM INSURANCE**

Below are the minimum insurance requirements for all Operators. Additional types of insurance coverage may be required for any Operator, based upon the nature of the service to be provided by the Operator and which is determined by SLCDA on a case-by-case basis.

- a. The Operator, at its sole expense, must purchase or otherwise acquire, carry, and maintain at all times the levels of insurance coverage meeting SLCDA's minimum requirements.
- b. All insurance must be effected under valid and enforceable policies, issued by recognized, responsible insurers qualified to conduct business in Utah, and which are well-rated by national rating organizations. All companies providing insurance policies required herein shall be appropriately licensed and shall have a financial rating of no lower than [A] as listed in A.M. Best's Key Rating Guide (current edition or interim report). Companies with ratings lower than [A] will be acceptable only upon written consent of SLCDA.
- c. Insurance policies must name the Operator as the insured, name Salt Lake City Corporation and the Salt Lake City Department of Airports as additional insureds with respect to general liability and automobile liability coverages. Insurance policies shall not have the ability to be canceled, terminated, or materially changed without at least thirty (30) days prior written notice from the Operator's insurance carrier to SLCDA. Certificates evidencing such insurance must be submitted by the Operator to the Executive Director prior to commencement of service at the Airport and from then on at least fifteen (15) days prior to the expiration dates of expiring policies.
- d. SLCDA reserves the right to request complete copies of any required insurance policy if deemed necessary to ascertain the details of coverage not provided by the Certificates.
- e. Compliance with the insurance requirements contained herein is a continuing condition of the Operator's rights to operate at the Airport. If the Operator fails to procure and maintain such insurance, SLCDA shall have the right, but not the obligation, to terminate the Operator's right to operate at the Airport. The SLCDA may also take other actions to mitigate the lack of insurance, at SLCDA's sole discretion.
- f. The Operator waives any and all rights of subrogation for personal injury or property damage against SLCDA, its Board members, officers, employees, and agents and the City of Salt Lake including its councils, Board members, officers, employees, and agents arising from its operations at the Airport. In addition, the Operator waives any rights of recovery it may have against SLCDA or Salt Lake City Corporation, their councils, Board members, officers, employees, and agents for insured losses occurring to any property insured by the Operator in accordance with these Minimum Standards and its written agreement with SLCDA.

- g. Each Operator and approved sublessee shall purchase or otherwise acquire the following basic insurance policies at the stated minimums:

**Minimum Standards for Commercial Aeronautical Activities**

**South Valley Regional and Tooele Valley Airports**

**Insurance limits are subject to change**

	<b>Commercial General Liability</b>	<b>Hangar Keepers Liability</b>	<b>Auto Liability</b>	<b>Workers Compensation</b>	<b>Aviation Liability for FBO, Schools and Clubs</b>	<b>Aircraft Liability for Single Aircraft Owners</b>	<b>Pollution</b>	<b>Business Interruption</b>	<b>Business Property Insurance</b>
FBO	\$5 Mil	\$5 Mil	\$5 Mil	Statutory Limits	\$2 Mil per seat	\$2 Mil per seat	\$5 Mil	Per SLCDA	BPP
Flight School	\$2 Mil	N/A	\$2 Mil	Statutory Limits	\$2 Mil per seat	\$2 Mil per seat	N/A	Per SLCDA	N/A
Independent Flight Instructor	\$2 Mil	N/A	\$2 Mil	Statutory Limits	N/A	\$2 Mil per seat	N/A	N/A	N/A
Independent Mechanic	\$2 Mil*	Per SLCDA	\$2 Mil	Statutory Limits	N/A	N/A	N/A	N/A	BPP
Onsite Mechanic	\$2 Mil*	\$1 Mil	\$2 Mil	Statutory Limits	N/A	N/A	Per SLCDA	Per SLCDA	BPP
Aircraft Detailer	\$2 Mil	N/A	\$2 Mil	Statutory Limits	N/A	N/A	N/A	N/A	N/A
Skydiving	\$1 Mil w/Waiver Requirement	N/A	\$2 Mil	Statutory Limits	N/A	\$2 Mil per seat	N/A	Per SLCDA	N/A
Special Operations	Per SLCDA	N/A	N/A	N/A	Per SLCDA	Per SLCDA	N/A	N/A	N/A

\* Liability coverage must include Products and Completed Operations

For specific indemnity and insurance provisions please email [Airportinsurance@slcgov.com](mailto:Airportinsurance@slcgov.com)

Please note that not all operations and activities are allowed at both airports (i.e. Skydiving).