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JACKSON-MADISON COUNTY AIRPORT AUTH

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MCKELLAR-SIPES REGIONAL AIRPORT

JACKSON, TENNESSEE 38301

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AIRPORT RULES AND REGULATIONS



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100 COMMERCIAL OPERATIONS

100.1 OPERATIONS

- A. No persons shall utilize any portion of the Airport Property or any structure thereon, for any commercial activities except under terms of a lease, contract, or permit executed with the Authority.
- B. No persons or corporation operating any facility on the Airport shall discriminate or permit discrimination against any person or group of persons in any manner prohibited by Part 15 of the Federal Aviation Regulations, or any other applicable federal, state, or local regulation or law.
- C. Persons or corporations operating facilities on the Airport shall operate in such a way to fully protect the Airport and its environs from any environmental pollution either through the air or water. They will abide by all rules, regulations, and administrative orders issued by the State Stream Pollution control Board or other state agency responsible for environmental pollution. Also, they will obey all rules, regulations, and orders relating to environmental pollution promulgated by the Federal Government, and specifically those promulgated by the Federal Government, and specifically those promulgated under Public Law 91-258, 91st congress, entitled "Airport and Airway Development Act of 1970." Should the Authority be required by any department of the Federal Government to take any action in order to be eligible for any federal funds and this action relates to the property leased hereunder, then these persons and/or corporations will at their own expense, take such action necessary to comply.
- D. The soliciting of business, fares, alms, funds for any purposes on the Airport Property without the permission of the Airport Director is prohibited.

100.5 ADVERTISING

No person shall post, distribute, or display signs, advertisements, circulars, printed or written matter on Airport Property or any structure thereon, without the permission of the Airport Director or in accordance with the provisions or a lease executed with the Authority.

100.6 STORAGE OF PROPERTY AND EQUIPMENT

- A. Unless otherwise provided in a lease or other agreement, no person shall use any area of the Airport property for storage of property without the permission of the Airport Director.
- B. No tenant lessee on the Airport Property shall store or stock material or equipment in such a manner as to constitute a hazard to personnel, passengers of the carriers or property.

100.7 EXCAVATION AND BUILDING ALTERATIONS

No person shall make any excavation or alteration to a building structure upon the Airport Property without prior notification of same to the Airport Director after having obtained written approval for such action.

100.8 LOST ARTICLES

Finders of a lost article shall turn same into the Airport Authority office, or if during other than normal working hours, to the Safety and Security Specialist on duty. If the article is not claimed by its owner within sixty (60) days after it is deposited, it may be returned to the finder.

200 AERONAUTICAL OPERATIONS

200.1. OPERATIONS

All aeronautical activities at the Airport and all flying of aircraft departing from or arriving in the air space above the Airport shall be conducted in conformity with current pertinent regulations and directives of the Federal Aviation Administration and, to the extent applicable, with orders issued by the Airport Director.

200.2 CLOSING AND USE OF AIRPORT

- A. In the event the Airport Director believes conditions to be unsafe for landings and take-offs, it shall be within his authority to issue a NOTAM or order closing the Airport, or any portion thereof.
- B. The Airport Director may delay or restrict any flight or other operations at the Airport and may refuse take-off clearance to any aircraft for any reason he believes justifiable.
- C. Prior authorization from the Airport Director is required before landing and take-off is permitted on the Airport of air ships, dirigibles, motorless aircraft and aircraft with a total gross weight in excess of the following:

Aircraft with single wheels	Runway 11/29 - 15,000 lbs Runway 02/20 - 55,000 lbs
Aircraft with dual wheels	Runway 11/29 - 37,000 lbs Runway 02/20 - 80,000 lbs
Aircraft with dual tandem wheels	Runway 11/20 - 62,000 lbs Runway 02/20 - 125,000 lbs

- D. No aircraft exceeding a gross weight of 12,500 lbs shall be permitted to make a 180 degree turn on any asphalt runway or taxiway on Airport Property unless required to do so due to an operational necessity. The owner of an aircraft causing damage to the asphalt surface while executing an unauthorized 180 degree turn on a runway or taxiway on Airport Property shall be responsible for the cost of repair to the surface.

200.3 AIRPORT FACILITY DAMAGE

Any person damaging any light fixture or turf surface by operation of a vehicle or aircraft on airport property shall be fully responsible for any costs required to repair or replace the damaged facility.

200.4 DISABLED AIRCRAFT

- A. The owner shall be responsible for the prompt disposal of aircraft wrecked or disabled on the aircraft movement areas of the Airport Property after the release by the National Transportation Safety Board representatives. In the event the owner fails to promptly remove the wreckage, such wrecked aircraft and parts may be removed by the Airport Director at the owner's expense and without liability for damage which may result in the course of or after such removal.
- B. The owner of unsightly "junk" or unairworthy aircraft shall be responsible for the removal of same from the Airport Property with ninety (90) days, or sooner, if in the opinion of the Airport Director such creates a hazard to passengers, tenants or employees.

200.5 REPAIR OF AIRCRAFT

- A. No person shall repair any aircraft, or component of an aircraft, in any area of the Airport Property other than that specifically designated for such purpose by the Airport Director, except that minor adjustments may be done while aircraft is on a loading ramp preparatory to take-off when such adjustment is necessary to prevent a delayed departure.
- B. All persons engaged in the maintenance, repair and servicing of aircraft shall do so in accordance with the rules and regulations of the Federal Aviation Administration, National Fire Protection Association fire codes, and laws of the State of Tennessee, Government of Jackson and Madison County and the Authority, and other local government agencies that may be involved.

200.6 ENGINE RUN-UP

- A. Aircraft shall not perform run-up or prolonged engine test operations in any area that would result in a hazard or nuisance to other aircraft, persons or property, and in no case adjacent to the terminal building.
- B. No person shall start or run any engine in aircraft unless a competent person is in the aircraft attending the engine controls. Blocks shall always be placed in front of the wheels before starting the engine unless the aircraft is provided with adequate parking brakes.

200.7 DEMONSTRATIONS

No experimental flight or ground demonstrations shall be conducted on the Airport Property or in an air traffic pattern without the express approval of the Airport Director.

200.8 GOVERNMENT (PUBLIC) AIRCRAFT

Aircraft owned by a federal, state or municipal government are exempt from both landing and parking fees. This shall not, however, obviate payment of landing area use charges.

200.9 SCHEDULE OF CHARGES

Charges for use of the Airport Property and related facilities will be as determined and established by the Authority.

200.10 TAXIING OF AIRCRAFT

- A. Aircraft shall not be taxied into or out of any hangar.
- B. Aircraft not equipped with brakes shall have an attendant at a wing when the aircraft is taxied near buildings or other aircraft.

200.11 FUELING OPERATIONS

- A. No person may fuel or defuel an aircraft on the Airport Property while:
 - 1. Its engine is running or is being warmed by applying external heat.
 - 2. It is in a hangar or enclosed space.
 - 3. Passengers are in the aircraft, unless a passenger loading ramp is in place at the cabin door, the door is open, and a cabin attendant is at or near the door.
- B. No person may start the engine of an aircraft on Airport Property if there is any gasoline or other volatile flammable liquid on the ground underneath it.
- C. No person may operate a radio transmitter or receive or switch electrical appliances on or off in an aircraft on the Airport Property while it is being fueled or defueled.
- D. During the fueling of an aircraft on Airport Property, the dispensing apparatus and the aircraft must both be grounded in accordance with orders and instruction of the Airport Director.
- E. Each person engaged in fueling or defueling on Airport property shall exercise care to prevent the overflow of fuel, and must have readily accessible and adequate fire extinguishers.
- F. During the fueling or defueling of an aircraft on Airport Property, no persons may, within 50 feet of the aircraft, smoke or use any material that is likely to cause a spark or be a source of ignition.

- G. Each hose, funnel, or appurtenance used in fueling or defueling an aircraft on Airport Property must be maintained in a safe, sound and non-leaking condition and must be properly grounded to prevent ignition of volatile liquids.
- H. Self-fuelers of private/corporate aircraft shall complete the following annual training conducted by a fuel supervisor who has completed an aviation fuel training course in fire safety acceptable to the FAA Regional Director, and the Authority:
 - 1. Bonding procedures
 - 2. Local fire safety regulations
 - 3. Use of fire extinguishers
 - 4. Fuel spill procedures

Self-fuelers of private/corporate aircraft who have not been trained and who do not have a permit are not authorized to self-fuel aircraft on the airport.

- I. Aircraft owners/operators who fuel private/corporate aircraft with fuel provided by the owner/operator shall possess a signed Self-Fueling Permit prior to self-fueling operations.
- J. Self-fuelers of private/corporate aircraft shall only self-fuel their own aircraft, and only with their own forces.
- K. Self-fuelers of private/corporate aircraft shall voluntarily report and remit applicable fuel flowage fees to the Authority on a monthly basis.
- L. Self-fueling of aircraft shall only be done in areas designated for such by the airport director.

200.12 SPILLAGE

In the event of spillage or dripping of petroleum products or any material on Airport Property which may cause a hazardous condition detrimental to the ground or pavement surface or an unsightly condition, the same shall be removed immediately. The responsibility for the removal of such spillage or drippings shall be assumed by the operator of the equipment causing the same or by the tenant responsible for the deposit thereof.

300 VEHICLE OPERATIONS

300.1 LICENSING AND REGISTRATION

- A. Motor vehicle operation on Airport Property shall be governed by the provision of the Tennessee Code Annotated, as amended, Code of Laws of the municipality in which the Airport is located, relevant private acts, and such regulations as

instigated from time to time by the Authority.

- B. Motor vehicles with an axle load exceeding 42,500 lbs are not permitted upon aircraft parking areas, service or perimeter roads without approval of the Airport Director.

300.2 RULES AND REGULATIONS

- A. No motorized equipment shall be operated on the aircraft parking aprons, the Airport landing area or Airport perimeter roads except:
 - 1. By persons assigned to duty thereon.
 - 2. By persons authorized by the Airport Director
 - 3. By persons escorted by a safety and security vehicle.
 - 4. By persons loading or unloading general aviation aircraft when the aircraft is parked on a general aviation parking apron.
- B. Motor vehicles shall be operated in strict compliance with posted traffic signs.
- C. No person shall clean or make any repairs to motor vehicles anywhere on the Airport Property other than in designated shop areas, except minor repairs necessary to remove such motor vehicle from the Airport Property, nor shall any person move, interfere with, or tamper with any motor vehicle, or put in motion the engine, or take, or use any motor vehicle part, instrument or tool thereof, without the permission of the owner or satisfactory evidence of the right to do so presented to the Airport Director.
- D.
 - 1. No person shall park a motor vehicle for loading, unloading, or any other purpose on the Airport Property other than in the areas specifically established for parking and in the manner prescribed by signs, lines or other means.
 - 2. No person shall park a motor vehicle in an area requiring payment for parking thereof without paying the required parking fee; nor in a manner so as to obstruct roadways; nor in aircraft parking areas; nor in grass areas.
 - 3. The Airport Director shall have the Authority to tow or otherwise move vehicles which are parked by their owners or operators on the Airport Property in violation of the regulations of the Authority, state or local laws, or regulations. Vehicles shall be moved at the operator's expense and without liability for damage which may result in the course of such moving. Pedestrians and aircraft shall at all times have right-of-way over vehicular traffic. All vehicles shall pass to the rear of the taxiing aircraft. No vehicle shall be driven on the passenger or air freight terminal ramp areas between parked aircraft and its loading gates while enplaning activities are in effect.

400 PERSONAL CONDUCT

400.1 LOITERING

No person may loiter or loaf on any part of the Airport Property. If a loitering or loafing person is told by a safety and security officer to move on or leave the Airport Property, he shall do so.

400.2 PICKETING

subject to applicable federal, state and local laws, no person shall walk in a picket line as a picket or take part in any labor or other public demonstrations on any part of the Airport Property except in those places which may specifically be assigned for use of such picket lines or other public demonstrations by the Airport Director.

400.3 All areas of the Airport Property, except those areas open to the public are restricted and no person shall enter upon the aircraft movement areas, ramp areas, aircraft parking and storage areas, hangars, or shop areas of the Airport except:

1. Persons assigned to duty therein under authorization of the Airport Director.
2. Authorized representatives of the Federal Aviation Administration.
3. Persons authorized by the Airport Director.
4. Passengers under appropriate supervision entering the ramp areas for the purpose of enplaning and deplaning.
5. Persons engaged, or about to be engaged, or having been engaged in the operation of any aircraft.
6. Persons authorized under contractual agreements with the Authority.

400.4 USE OF ROADS AND WALKS

No person shall travel on the Airport Property other than on roads, walks or places provided for the particular class of traffic.

400.5 DISORDERLY CONDUCT

- A. No person shall be or become intoxicated or drunk, commit any disorderly obscene or indecent act, or commit any act of nuisance, nor conduct or engage in any form of gambling, or violate any federal, state or local laws on the Airport Property.
- B. No person shall throw any objects from the terminal building or windows on roads or in any building or structures on the Airport Property.

400.6 PRESERVATION OF PROPERTY

No person shall destroy, injure, deface, or disturb in any way any building, sign, equipment, marker or other structure, tree, flower, lawn or other property on the Airport, nor alter, make additions to, erect any building or sign or make any excavations on the Airport Property nor willfully abandon any personal property thereon.

400.7 ANIMALS

- A. No person may enter Airport with a domestic or wild animal without written permission of the Airport Director except:
1. Persons entering any part of the Airport Property other than the terminal buildings, air freight, or other restricted areas, with a domestic animal that is kept restrained by a leash or is confined so as to be completely under control.
 2. Persons entering terminal building or air freight areas with a domestic animal (such as a dog or cat) that has to be transported by air and is confined to a suitable transportation container.
 3. Blind persons may enter the terminal or gate loading areas with a seeing eye dog.

400.8 ABANDONMENT OF PROPERTY

No person shall dispose of garbage, papers, or refuse or other material on Airport Property except in the receptacles provided for that purpose; nor use a comfort station other than in a clean and sanitary manner nor expectorate on the floor, walls or other surfaces of any airport facility.

400.9 SANITARY ACTIONS

No person shall dispose of garbage, papers, or refuse or other material on Airport Property except in the receptacles provided for that purpose; nor use a comfort station other than in a clean and sanitary manner not expectorate on the floors, walls or other surfaces of any airport facility.

400.10 HUNTING AND FIREARMS

Hunting or the discharge of firearms on the Airport Property is prohibited unless permission has been authorized by the Airport Director.

400.11 INTERFERING OR TAMPERING WITH AIRCRAFT

No person shall interfere, tamper, damage, or disable any aircraft upon the Airport Property by stealing radios, navigation equipment, auto-pilots, engines, propellers, fuel or other parts. This is a federal offense punishable by fines up to \$10,000, imprisonment for twenty (20) years or even death if such action causes an accident resulting in loss of life.

500 DEFINITIONS OF TERMINOLOGY

- A. AIRCRAFT MOVEMENT AREA - shall mean the runways, taxiways, and other areas of the airport which are utilized for taxiing, takeoff, and landing of aircraft exclusive of loading ramps and parking areas.
- B. AIRPORT - shall mean and include any one or more airports or heliports and related facilities, including but not limited to land and interests in land, facilities for storage of air and space craft, navigation and landing aids, taxiways, pads, aprons, control towers, passenger and cargo terminal buildings, hangars, administration and office buildings, garages, parking lots, and such other structures, facilities and improvements necessary or convenient to the development and maintenance of airports and heliports, and the promotion and accommodation of navigation.
- C. AIRPORT PROPERTY - as referred to or used herein means all property owned or acquired in the future by the Jackson-Madison County Airport Authority.
- D. AUTHORITY - shall mean the Jackson-Madison County Airport Authority.
- E. BOARD - shall mean the Board of Commissioners of the Jackson-Madison County Airport Authority, as appointed by the City of Jackson and the County of Madison.
- F. BONDS - shall include notes, interim certificates or other obligations of an authority.
- G. COMMERCIAL OPERATIONS - shall mean all operations of aircraft for commercial purposes or any type operation or activity being conducted on the Airport.
- H. AIRPORT DIRECTOR - shall mean the chief administrative officer of the Jackson-Madison County Airport Authority (acting directly or through his designated representatives).
- I. GOVERNING BODY OF THE AUTHORITY - shall be the Board of Commissioners.
- J. PERSON - shall mean any individual, firm, co-partnership, company association, joint stock association or political body, and includes any trustee, receiver, assignee or other representative thereof.
- K. STATE - shall mean the State of Tennessee

These Rules and Regulations as set forth herein are authorized by the official code of the City of Jackson, Tennessee, Section 4, Sub-Section 5 "Rules, Regulations and Requirements for Operation and Use of McKellar Airport."

- A. All users of and persons on Airport Property shall be governed by these Rules and Regulations and directions of the Airport Director. These Rules and Regulations are subject to change by the governing body of the Jackson-Madison County Airport Authority (hereinafter called the Authority) at any time.
- B. These Rules and Regulations are not intended to amend, modify or supersede federal, state, or local laws.
- C. If any portion of these Rules and Regulations shall be invalid or unenforceable, all other portions shall remain in effect and be construed to achieve the purposes hereof.
- D. Any person or persons who shall refuse to comply with these Rules and Regulations, after proper request to do so by the Airport Director, shall be requested to leave the Airport Property and in the event of his or their failure to comply with a proper request to abide by the Rules and Regulations of the Board of Commissioners of the Authority shall be regarded as a trespasser.
- E. The Authority assumes no responsibility for loss, injury or damage to persons or property by reason of fire, vandalism, wind, flood, earthquake, collision, strikes, or acts of God, or of the public enemy; nor does it assume any liability for injury to property damage.
- F. All persons shall conduct activities and render services upon the Airport Property in a safe, responsible, and efficient manner and shall be solely liable for having properly trained and instructed their agents and/or employees for such purposes.
- G. Emergency conditions existing on the Airport Property will not mitigate or cancel any existing Rule or Regulation.