

Lakeview Airport-Griffith Field Airport Rules and Regulations

SECTION 1.1 SCOPE

All persons on any part of the Airport shall be governed by these Rules and Regulations.

SECTION 1.2 AUTHORIZED OFFICIAL/AIRPORT MANAGER

Within this Ordinance all references to Airport Manager shall be interpreted to mean Airport Manager, Assistant Airport Manager or other officials authorized by the Lakeview Village Council to enforce the rules and regulations of the Lakeview Municipal Airport. The Airport Manager shall be the Village Manager. The Lakeview Village Council may appoint an alternate Airport Manager.

SECTION 1.3 VIOLATIONS OF REGULATIONS

The Airport Manager or the Lakeview Village Council may cause to be removed or evicted from the Airport any person who knowingly or willfully violates any rule or regulation prescribed herein, or any rule or regulation in effect by the Federal Aviation Administration, the Michigan Aeronautics Commission, the County of Montcalm, or the Township of Cato of the State of Michigan and may deny the use of the Airport and its facilities to any such person.

SECTION 1.4 FEDERAL, STATE RULES AND REGULATIONS

No person shall violate any law of the United States or of the State nor any regulations adopted by any duly authorized agency of the United States or the State pertaining to airports and landing fields, airport managers and air traffic.

SECTION 1.5 INTERGOVERNMENTAL AGREEMENTS

The Village Council is hereby authorized to enter into agreements with other municipalities, governmental units, and agencies of the United States Government concerning the establishment and maintenance, improvements and/or expansion of the airport, known as Lakeview Municipal Airport; concerning the acquisition of land and the manner in which title thereto shall be held and concerning the maintenance of the airport.

SECTION 1.6 APPROPRIATIONS

The Village Council shall have the authority to appropriate such resources as it deems necessary for the purpose mentioned in this chapter.

SECTION 1.7 AIRPORT COMMITTEE

The operation of the airport shall be reviewed by an "airport committee" consisting of the airport committee of the Village Council, Village/Airport Manager and any other persons appointed by the Village Council.

SECTION 1.8 AIRPORT COMMITTEE RULES AND REGULATIONS

A. The Airport Committee shall, from time to time, recommend such airport rules and regulations and amendments thereto as it shall deem necessary and in the manner herein provided.

B. The Airport Committee shall submit the same to the Village Council for consideration. The Council, if it finds that such rules and regulations and/or amendments are proper and are not inconsistent with the Master Plan and general ordinances of the Village, and are germane to the subject, shall approve the same by motion or resolution. Such rules and regulations shall be effective from and after the date of their approval by the Village Council.

SECTION 1.9 FEES AND CHARGES

Once each year on or before the first day of March, the Village shall establish a uniform schedule of fees covering each classification of contracted operations and leased premises, together with established service charges.

SECTION 1.10 INTERPRETATION, PURPOSE AND CONFLICT

In interpreting and applying the provisions of this ordinance, the provisions shall be held to be the minimum requirements for the promotion of the public safety, health, convenience, comfort, prosperity and general welfare in connection with the operation of the airport. It is not intended by this ordinance to interfere with, abrogate or annul any lease, covenants or other agreements between parties, provided, however, that where this ordinance imposes a greater burden or duty upon any person to which this ordinance may apply then the provisions of this chapter shall control.

SECTION 1.11 CONTRACTS NON-EXCLUSIVE

The issuance of any contract and/or lease as herein provided to any person shall not be construed to be granting of an exclusive right within the meaning of Section 308 of the Federal Aviation Act of 1958.

SECTION 1.12 VILLAGE IMPROVEMENTS NOT LIMITED

The issuance of a contract and/or lease to any person shall not in any manner limit or restrict the right of the Village to improve the public portions of the airport and/or all publicly owned air navigation facilities of the airport as it deems proper and desirable.

SECTION 1.13 LOST ARTICLES

All lost articles shall be turned into the Airport Manager by the finder. Any article not claimed in sixty (60) days will be disposed of as determined by the Airport Manager.

SECTION 1.14 LIABILITY

The Lakeview Village Council assumes no responsibility for loss, injury or damage to persons or property by reason of fire, theft, vandalism, jet blast or turbulence, wind, flood, or earthquake, or any other natural causes.

SECTION 1.15 SAVINGS CLAUSE

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

SECTION 1.16 HEADINGS

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

SECTION 1.17 HEARING FOR ALLEGED VIOLATIONS

Where a violation of these Rules and Regulations may cause revocation of permits and/or privileges exercised by a person at the Airport, such person shall receive written notification of such violation giving the time and place and such other details as shall adequately appraise such person of the alleged violation and the proposed action of the Airport Manager. In the event the person receiving such notification desires to contest the alleged violation of the proposed action, a written appeal may be submitted within ten (10) days of receipt of such notification to the Lakeview Village Council. A hearing shall be scheduled at the next regular

meeting of the Lakeview Village Council. A written answer shall be furnished by the Lakeview Village Council and such answer shall be final. This provision shall not alter a person's right to litigate a decision of the Lakeview Village Council as may be permitted by law.

PART 2

LEASING PROCEDURES

SECTION 2.1 PROCEDURE

Any person proposing to lease Airport land shall first make written application to the Airport Manager in the form of a letter which shall contain information including, but not restricted to the following:

A. Desired location on or at the airport, consistent with the current approved Airport Master Plan.

B. Purpose for which the land is to be used.

C. Type and size of any structure proposed to be constructed on the leased land including preliminary cost estimate and preliminary sketch showing plot plan and land area required.

D. Financing available to construct, operate and maintain the facility proposed.

E. Type of utilities and contracted services required with estimated capacities to meet anticipated demand including, but not restricted to: Sanitary Sewer Solid Waste

Petroleum Waste Water

Gas Electric

Surface Water Runoff Telephone

The initial letter of application shall be considered preliminary information for consideration by the Lakeview Village council at the next regular meeting provided the letter of application is received fifteen (15) days prior to the next regular meeting.

The Lakeview Village Council reserves the right to accept or reject a preliminary application for lease based upon the desired location consistent with the current approved Airport Master Plan, availability of utilities, access to the proposed site, snow removal and maintenance

required. The lessee shall be notified of the Village Council's action within fifteen (15) days after the Council Meeting.

Upon acceptance of the initial written application by the Lakeview Village Council, the Airport Manager shall inform the proposed Lessee to proceed to furnish detailed information as set forth under 2.2 Location, Certification of Survey, 2.3 Design Requirements and Detail Estimates of Construction Cost.

SECTION 2.2 LOCATION AND CERTIFICATE OF SURVEY

Facilities to be constructed by any person on the Airport shall be located on land described by Certificate of Land Survey, surveyed and certified by a registered Land Surveyor of the State of Michigan. The boundaries of which shall be properly marked on the ground and the corners witnessed for future identification. The Certificate of Survey shall become a part of the lease by and between the Lessee and the Lakeview Village Council. The Certificate of Survey shall be furnished by the Lessee to the Lakeview Village Council for incorporation in the Land Lease.

SECTION 2.3 DESIGN REQUIREMENTS AND DETAIL ESTIMATE OF CONSTRUCTION COST

The facilities to be constructed by any person on the Airport shall be designed by a registered architect, registered under the laws of the State of Michigan. Buildings shall be designed utilizing fire resistant materials, such as wood, masonry, steel, or other approved fire resistant materials. Building materials, color and facility design shall compliment and be compatible with the surrounding, existing structures and facilities. Final plans, specifications and detail cost estimates for construction shall bear the seal of the professional providing the service.

A. Two sets of plans must be submitted by the Lessee to the Village of Lakeview. One for the Airport Manager and one for the Zoning Administrator.

B. Plans must include Airport overview of proposed building location, site survey and description as well as all taxi-ways, aprons, roads and buildings within three hundred feet of the proposed building site.

C. Plans must include all of the structures, facilities, landscaping and utilities to be located on or within the leased area.

D. Plans must include building design, material specifications, color of exterior covering and cost estimate.

PART 3

BUILDING CODES AND REQUIREMENTS

SECTION 3.1 BUILDING CODES/REQUIREMENTS

Any person desiring to construct a facility, if approved by the Lakeview Village Council, shall comply with all Building Codes currently in effect in the Village of Lakeview, Township of Cato, County of Montcalm, State of Michigan. Lessee must follow and comply with the following procedures and requirements to build a facility at the Lakeview Airport:

A. The Lessee will bring all utilities if the Lessee desires, including site development, from the closest source to the property and/or building at Lessee's expense, including but not restricted to the following:

Sanitary Sewer Water Cable

Gas Electric

Surface Water drainage Telephone

B. Lessee must have a signed lease agreement with the Village of Lakeview.

C. Lessee must have a certified Certificate of Land Survey showing the location of the proposed facility.

D. Lessee must have site and building plans prepared and certified by a licensed, registered architect.

E. Lessee must apply for and have received a zoning permit from the Village of Lakeview Zoning Administrator. The Village zoning permit shall be valid for one year after date of issuance. If construction has not begun within one year of issuance, permit shall become null and void. The Zoning Administrator shall not issue a zoning permit for any principle use requiring more than 4 (four) parking spaces, a change of use or as required in Chapter 12 of the Village Zoning Ordinance. See Chapter 12 Site Plan Review of Village Zoning Ordinance.

F. Lessee must file a Notice of Proposed Construction Form No. 7460-1 with Michigan Bureau of Aeronautics and shall receive approval of such notice from the bureau prior to the start of construction or site preparation.

G. Lessee shall obtain all other applicable Building Permits from the Montcalm County Building Department.

H. Depending on size and location and type of proposed facility, Lessee may be required to obtain Department of Public Health and Department of Environmental Quality permits.

I. Occupancy of building will not occur until a Certificate of Occupancy has been issued by the County Building Department and the Zoning Administrator. Zoning Administrator will only issue an occupancy permit after completion of facility in accordance with requirements of the plans and specifications.

J. The Lessee shall provide for contract services to property and/or building at Lessee's expense including, but not restricted to disposal of solid waste and used petroleum products. Petroleum waste shall not be entered into any drainage or sanitary systems or permitted to dissipate on Airport property.

K. The Lessee shall provide connecting taxiways or aprons from Lessee's lease property line to nearest public taxiway or apron, including maintenance and snow removal. The public taxiways and aprons shall be constructed at the discretion of, and materials selected by, Lakeview Village Council.

L. The Lessee will place all buildings at a minimum ten (10) foot setback from the Lessee's leased property line.

M. The Lessee must show proof of insurance coverage as provided in the terms of the lease.

N. The Lessee shall observe all security requirements as may be required or approved by the Federal Aviation Administration which will include Part 107 and Part 139 of the FAR. Lessee and tenants shall be responsible for the opening and closing of all gates to building areas.

O. Failure to complete and/or maintain the building in accordance with the building design will constitute a violation of this ordinance and will result in termination of lease agreement.

SECTION 3.2 COMPLIANCE WITH FIRE CODE

The construction of all facilities, particularly hangers, shall conform to the requirements of National, State and Local fire codes. All leased property shall be free of fire hazards as may be determined by the Airport Manager or the State Fire Marshall. All Lessees and tenants

shall supply and maintain such adequate and readily accessible fire extinguishers as are approved by Underwriters Laboratories, Inc. for the particular hazard involved.

SECTION 3.3 SEPTIC DRAIN FIELDS

Installation of drain fields or expanding existing drain fields are not allowed unless authorized by the Airport Manager and other regulating agencies that may have jurisdiction or control.

A. Request for a drain field will be made to the Airport Manager. The Airport Manager will determine if there is reasonable justification that a drain field is needed and that there will be no adverse impact on future facilities.

B. A Mid-Michigan Health Department permit will be required for installation of a new drain field, expansion of an existing drain field or conducting major repair. The Village of Lakeview will not authorize drain field installation, expansion or repair without a permit. A copy of the permit must be given to the Airport Manager. Under no circumstances will drain fields be used for other than their permitted use.

C. Lessee will be required to lease the ground that the drain field occupies.

D. Under no circumstances will a drain field be allowed where public sewer is within two hundred (200) feet of the property.

SECTION 3.4 WATER WELLS

Installation of wells are not allowed unless authorized by the Airport Manager and other regulating agencies that may have jurisdiction or control.

A. Request for a water well will be made to the Airport Manager. The Airport Manager will determine if there is reasonable justification that a water well is needed and that there will be no adverse impact on future facilities.

B. A Mid-Michigan Health Department permit will be required for installation of a water well. A review of the proposed well location will be required by the Department of Environmental Quality. If determination is made that sufficient evidence exists that the water may not meet potable water quality standards, the request will be denied. The Village of Lakeview will not authorize water well installation without a permit. A copy of the permit must be given to the Airport Manager.

C. Lessee will be required to lease the ground that the well occupies.

D. Under no circumstances will a drain field be allowed where public water supply is within two hundred (200) feet of the property.

PART 4

PUBLIC, LESSEE, AND TENEANT USAGE

SECTION 4.1 DISORDERLY CONDUCT

No person shall be or become intoxicated or drunk, commit any disorderly, obscene or indecent act or commit any act of nuisance conduct or engage in any form of gambling on the Airport. No person shall commit any violation of Local, State, or Federal laws while on the Airport.

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

SECTION 4.2 LITTERING AND SANITATION

No person shall dispose of garbage, papers, refuse or other material on the Airport except in the receptacles provided for that purpose; nor eat food or drink beverages in the Terminal Building Lobby, other than the beverages and candy normally sold in the building; nor expectorate on the floors, walls, or other surfaces of any Airport Building.

SECTION 4.3 WEAPONS AND EXPLOSIVES

No person except peace officers, duly authorized Post Office, Airport and Air Carrier employees, members of the Armed Forces of the United States on official duty, or persons with current concealed weapons permits, shall carry any weapon or explosive material on the Airport. Properly cased sporting guns may be carried for transshipment.

SECTION 4.4 INTERFERING OR TAMPERING WITH AIRCRAFT

No person shall interfere or tamper with any aircraft or put in motion the engine of such aircraft; or use any aircraft, aircraft parts, instruments or tools without permission of the owner or by specific direction of the Airport Manager.

SECTION 4.5 RESTRICTED AREAS

No person shall enter upon the Air Operations Area, utilities and service rooms, or other areas as may be designated restricted areas except:

A. Persons assigned to duty therein.

B. Persons authorized by the appropriate Authority.

C. Passengers, under appropriate supervision, entering the apron for the purpose of embarking or debarking.

D. Pilots of aircraft entering the air operations area while operating their aircraft or going to and from their aircraft.

SECTION 4.6 ROADS AND WALKS

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

SECTION 4.7 ANIMALS

Animals will not be permitted in any public building or other areas of the Airport, with the exception of leader dogs or animals properly confined for transportation, without the approval of the Airport Manager. Animals will not be permitted in any building or other areas of the airport unless the animal is properly confined or on leash.

SECTION 4.8 LOITERING, VIOLATIONS, TRESPASSING

No person shall loiter on any part of the Airport or in any building on the Airport. Any person who intentionally violates the provisions of this Ordinance shall be requested to leave the Airport. In the event of their failure to comply with a proper request to leave the premises, for such failure to comply, shall be regarded as a trespasser.

SECTION 4.9 OPEN FLAME OPERATIONS

No person shall conduct any open flame operation in any hanger, unless within an approved area of such hanger, or on the Airport, unless specifically authorized by the Airport Manager.

SECTION 4.10 BURNING OR INCINERATION

No person shall ignite or cause to burn any garbage, trash, grass, clippings, leaves weeds, brush, debris or refuse whether animal or vegetable, mineral or synthetic materials in any open fire or in a receptacle upon the airport property.

SECTION 4.11 SMOKING

No person shall smoke on the aprons, in any hangar or shop, service station area, gasoline storage area or in any building, room or place on the Airport where smoking is specifically prohibited or within 100 feet of any fueling or defueling operation.

SECTION 4.12 TRASH CONTAINERS AND HAULERS

Areas to be used for trash or garbage containers on any part of the Airport shall be designated by the Airport Manager, and none shall be kept in any other area. Such areas shall be kept clean and sanitary at all times. All trash containers shall be covered at all times. No person shall keep uncovered trash containers in any area. No vehicles used for hauling trash, dirt, or any other material shall be operated on the Airport unless such vehicle is constructed so as to prevent the contents thereof from dropping, flying, sifting, leaking or otherwise escaping.

SECTION 4.13 SPILLS OR DISCHARGES

All operators and users shall be responsible cost and cleaning up any spills or discharges of oil, gas, grease or other materials on the Airport. Spills or discharges shall be immediately reported to the Airport Manager.

SECTION 4.14 LIQUID DISPOSAL

No fuel, oils dopes, paints, solvents, acids, or toxic materials shall be disposed of or dumped in drains, on ramp areas, catch basins, or ditches, or elsewhere on the Airport.

SECTION 4.15 MAINTENANCE

All Lessees and tenants shall be required to maintain their leased property and facility in a condition of repair, cleanliness and general maintenance as originally designed agreeable to the Airport Manager. All leased property shall be free from fire hazards. Lessee shall be responsible for mowing and ground maintenance of property leased. If leased property is less than ten (10) feet from facility, lessee shall mow ten (10) feet from facility. Maintenance of grounds and buildings shall be in accordance with the Village of Lakeview Zoning Ordinances.

SECTION 4.16 COMMUNICATIONS, STRUCTURAL AND DECORATIVE CHANGES

No Lessee or tenant shall install any type of direct line or radio communications without prior permission of the Airport Manager.

No Lessee or tenant shall effect structural changes or additions of any type without prior permission of the Airport Manager. No Lessee or tenant or a building owned by the Airport shall effect decorative changes of any type without prior permission of the Airport Manager.

SECTION 4.17 DAMAGES

Lessees and tenants shall be fully responsible for all damages or injury to any real property of the Airport caused by the intentional acts or negligent acts or omissions of the Lessee, their employees, agents, servants, suppliers or persons with whom they do business. Lessees and tenants shall be fully responsible for all damages or injury to any real or personal property on the Airport leased by them caused by the intentional acts or negligent acts or omission of customers and visitors of the Lessee.

SECTION 4.18 AIRSHOW AND AERIAL DEMONSTRATIONS

No air meets, aerial demonstrations, banner towing, or other special activities shall be held at the airport unless prior permission from the Village Council, and no such permission shall be granted unless the applicant shall have deposited with the Village of Lakeview either a policy or a certificate of insurance protecting the Village of Lakeview and any third party against loss or damage due to such event and in indemnifying the Village of Lakeview to any third person resulting therefrom, which insurance shall be in amounts deemed satisfactory by the Village Council. Parties will be responsible for obtaining necessary waivers from the FAA for such activities and notify airport management so that proper NOTAM's may be issued.

SECTION 4.19 STORAGE

A. No storage of any kind will be allowed outside of lessees hangars or buildings except currently licensed vehicles. Only lease holders or aircraft owners renting space, will be or are allowed to use the facility for storage.

B. At no time is permanent storage allowed in a facility, building or hanger for other than its principle use of storage as indicated in the Lease Agreement. Temporary storage for other than its principle use may be approved after request is reviewed by Airport Manager.

C. At no time is gas and oil allowed too be stored in any quantity on the premises unless authorized by Airport Manager. Small quantities (less than five (5) gallons) in approved

containers is allowed for the purpose of refueling equipment used for ground maintenance. At no time is bulk fuel storage allowed in any building or hanger for the fueling of any aircraft. Only those businesses or commercial operations, which have been authorized by the Village Council, may sell or store fuel in accordance with their agreement.

PART 5

BUSINESS AND COMMERCIAL OPERATION

SECTION 5.1 REQUIREMENTS FOR BUSINESS OR COMMERCIAL ACTIVITIES

A. The Village council has the right to and does hereby regulate all business and commercial operations using the airport as a basis of operation, whether such operation is aeronautical or non-aeronautical in nature. No business or commercial operation of any kind shall be conducted on the Airport unless specifically authorized by Village Council and is aeronautics related.

B. No person shall engage in the sale or rental of any commodities, supplies, services or any business or commercial activity whatsoever on the Airport without a current Commercial Operating Agreement with the Village of Lakeview.

C. The location of the business or commercial operation are allowed only in the areas identified in the Airport Master Plan. At no time are business or commercial operations allowed within T-Hangar areas.

D. No person shall, in the use of the Airport or any of the facilities located thereon, discriminate or permit discriminations against any other person or group of persons on the grounds of race, color, creed, national origin, sex or age, in any manner prohibited by Part 21 of the Regulations of the Office of the Secretary of Transportation and Title VI of the Civil rights Act of 1964, as such now existing or are from time to time amended. In the event of noncompliance with the above provision, the Village Council may take such action as the federal government may direct to enforce such compliance.

E. No person shall engage in any aeronautical activity for furnishing services to the public at the Airport unless:

1. Said services is furnished on a fair equal and non-discriminatory basis to all users thereof,

and,

2. Fair, reasonable, and non-discriminatory prices are charged for each unit of sale or services, provided that reasonable and non-discriminatory discounts, rebates or other similar types of price reduction may be made to volume purchasers.

F. Any person engaging in any business or commercial activity on the Airport shall carry insurance for the protection of the public covering all risks; also protecting the Airport. The amount of this coverage shall be as established in the Commercial Operating Agreement, contract, lease, or other written agreement with the Village of Lakeview.

G. Any person engaging in any business or commercial activity on the Airport shall accept all legal financing responsibilities of its operation and hold the Village of Lakeview harmless of any Liability incurred because of such activity.

H. Any lessee or operator who is subject to this Section 5 and who shall violate any of the provisions hereof, shall be subject to cancellation and termination of their Commercial Operating Agreement, contract, lease or other written agreement with the Village of Lakeview upon notice, hearing and a finding of violation by the Lakeview Village Council.

SECTION 5.2 REQUIREMENTS FOR COMMERCIAL AVIATION ACTIVITIES

A. No person shall use the Airport as a base or terminal for the carrying on of commercial aviation activities including, but not limited to: Fixed base operations, aircraft maintenance, aircraft sales, schedule or non-scheduled air carrier carrying passengers, freight, express or mail, student instructions, communications, or current Commercial Operating Agreement authorizing such activity with the Village of Lakeview or without a contract, lease or other written agreement with Village of Lakeview.

B. No person shall engage or employ any person to provide commercial aviation services as defined above except from those persons officially authorized by the Village of Lakeview to conduct such commercial activities on the Airport.

C. Unless otherwise permitted by a Commercial Operating Agreement, lease or contract, any person desiring to conduct a pilot school or engage in students training in aviation shall comply with the regulations set forth in FAR Part 141, as applied to "Pilot Schools" and shall have a valid "Airman Agency Certificate", issued by the Administration of the FAA, Certificates shall be produced upon the request of the Airport Manager.

D. Unless otherwise permitted by a Commercial Operating Agreement, lease or contract, any person performing maintenance service for the repair of aircraft, engine, airframe, propellers, instruments, accessories, radios or other aircraft parts shall comply with the regulations set

forth in FAR Part 145 as applied to “Repair Stations”, and shall hold a valid “Repair Station Certificate”, issued by the Administrator of the FAA, authorizing such activity. Such certificate shall be produced upon the request to the Airport Manager.

E. Any person desiring to fly small aircraft for hire for the transportation of people or property shall with the regulations set forth in FAR Part 135, as applied to “Air Taxi and Commercial Operators of Small Aircraft”, and shall hold a valid “Air/Taxi commercial Operator Certificate”, issued by the Administrator of the FAA, authorizing such activity. Such certificate shall be produced upon the request of the Airport Manager.

F. Any person engaging in commercial aviation activities shall have a method by which the public can make contact with a representative of the business at least from 8:00 AM to 5:00 PM weekdays.

G. Any persons making application for concession at the Airport will be required to show that they are financially sound and will be able to meet the standard qualifications and requirements set forth in these Rules and Regulations.

PART 6

AIRFIELD OPERATIONS

SECTION 6.1 AERONAUTICAL ACTIVITIES

All aeronautical activities at the Airport and all flying of aircraft departing from or arriving in the airspace above the Airport shall be conducted with the current pertinent rules and regulations of the Federal Aviation Administration (FAA), the Michigan Aeronautics Commission (MAC), and the Village of Lakeview.

SECTION 6.2 AIRCRAFT REGISTRATION

A. All persons leasing space for aircraft storage, parking, or tie down shall furnish a list of such aircraft and the ownership thereof with the Airport Manager, Village office and shall report any changes.

B. No person shall operate from the Airport any aircraft that does not fully meet the requirements of the FFA or MAC.

SECTION 6.3 ACCIDENT AND INCIDENT REPORTS

Any person involved in any accident or incident occurring on the premises of the airport which results in any injury to any person or damage to any property shall immediately notify the Airport Manager. This does not eliminate any obligation a person may have to report the accident or incident to any other agency.

A. Persons involved in aircraft accidents occurring on the Airport shall, as soon as possible, make a full report thereof the Airport Manager for transmittal to appropriate governmental agencies, which report shall include names, addresses, identification of the aircraft, and all pertinent information relating to the accident.

B. Any person who damages any light, fixture, or other Airport facility by means of contact with aircraft, shall report such damage to the Airport Manager's office immediately and shall be fully responsible for any costs required to repair or replace the damaged light, fixture, or facility.

SECTION 6.4 SNOW REMOVAL

All snow removal activities, except on leased areas, on the Lakeview Airport shall be carried out with the approval of the Airport Manager. Such snow removal as may be required shall be accomplished by the Village of Lakeview Department of Public Works Staff or such other personnel as may be contracted by the Village of Lakeview.

Lessee will be responsible for snow removal from lessee's facility to the nearest public taxiway or apron. Snow removed by Lessee or its agent will not be deposited or placed anywhere on the airport in such a manner as to obstruct aircraft, taxiways, runways, aprons, hangers, parking areas or other areas of the airport which are normally plowed. The Village of Lakeview shall provide snow removal from public runways, taxiways, aprons and roadways and reserves the right to schedule such snow removal as provided in present and future rules and regulations of the Lakeview Airport.

The order or priority of snow removal at the airport generally to be followed by Village snow removal forces shall be as followed:

1 st Priority Runway 9-27

2 nd Priority Connecting Taxiways to Runway 9-27

3 rd Priority Apron

4 th Priority Airport Roadways and Car Parking

5 th Priority Public Taxiways Connecting to Private Facilities

The Airport Manager reserves the right to change the order or priority of snow removal at his discretion and circumstances.

SECTION 6.5 RESTRICTIONS TO OPERATIONS

The Airport Manager may delay or restrict the flight or any other operation of any aircraft at the Airport based on any Airport operational deficiency which may affect the safe use of the facility.

SECTION 6.6 CLOSING OF THE FIELD

In the event the Airport Manager believes the conditions of the Airport or any part of the Airport to be unsafe for landing or takeoff, it shall be within the authority of said Manager to initiate a NOTAM will be initiated through the FAA Flight Service Station when the field is again useable.

SECTION 6.7 ABANDONED, DAMAGED OR DISABLED AIRCRAFT

A. All damaged or disabled aircraft and parts thereof on the Airport shall be promptly removed from the public view by the owner or operator.

B. If any owner operator abandons or otherwise neglects or refuses to move an aircraft or any parts thereof as directed by the Airport Manager, said aircraft or any parts thereof may be towed or otherwise removed by the Airport Manager at the owner or operator's expense, and without liability for damage which may result in the course of or after such removal.

SECTION 6.8 ENGINE STARTING AND RUN UP

A. Aircraft run up or other engine test operations at the Airport shall not be performed in any area that would result in a hazard to other aircraft, persons or property.

B. Under no circumstances shall the engine of an aircraft be started or run inside a hanger, nor shall the aircraft be taxied into or out of a hanger, nor shall the engine of an aircraft be started outside in the proximity of a hanger if the aircraft is headed toward the hanger or if headed away from the hanger with its slipstream in line with the hanger.

C. No person shall start or run any engine in an aircraft unless a competent person is in the aircraft attending the engine controls. Chocks shall always be placed in front of wheels before starting the engine or engines, unless the aircraft is provided with adequate brakes.

SECTION 6.9 AIRCRAFT PARKING

- A. No aircraft shall be parked in any area on the Airport other than that prescribed by the Airport Manager.
- B. Parked aircraft shall be appropriately secured by proper tie down or chocks. The aircraft owner, operator and/or pilot shall be responsible for tying down and chocking their own aircraft.
- C. The Airport will not be responsible for any damage to or theft from any aircraft parked or tied down at the Airport.
- D. Transient and nonscheduled aircraft using the Airport will park in areas designated by the Airport Manager.
- E. The aircraft owner or operator must make suitable arrangements with the Airport Manager's office for payment of current parking charges in effect.

SECTION 6.10 RADIO CONTACT

All aircraft using the Airport and equipped with two way radio should in the interest of safety maintain radio communications between the aircraft and the Airport Unicom while operating in a five mile radius of the airport.

SECTION 6.11 COMPLIANCE WITH FEDERAL, STATE CODES, TRAFFIC RULES

- A. Each person operating on the airport shall comply with all the provisions of the Federal Airport and Airway Development Act (Public Law 91-258, 91 st Congress, H.R. 14465) and the regulations issued pursuant thereto.
- B. Each person operating on the airport shall comply with all the provisions of the Michigan State Aeronautics Code, begin Act 327 of the Public Acts of 1945 of the State of Michigan [MCL 259.1 et seq., MSA 10.101 et seq.], as amended and the regulations issued pursuant thereto.
- C. Student Instruction:
 - 1. Any person who has not been duly licensed in accordance with the Rules and Regulations of the FAA and MAC, shall not be operating to, on, or from the Airport.

2. Any persons who are qualified flight instructors and giving flight instruction to students pilots shall fully acquaint said pilots with all Rules and Regulations governing the operation of the Lakeview Airport.

3. All students taking flight instruction shall be accountable for their actions to their said instructor. The instructor shall be responsible for the conduct of said students regarding the Rules and Regulations to be followed.

D. Fixed wing aircraft shall take off or land on runways only, unless otherwise authorized by the Airport Manager.

E. Helicopters shall take off or land where directed by the Airport Manager.

F. Take off and landings over populated areas shall be kept to a minimum in the interest of public safety and convenience, and pilots using the Airport shall conform to any applicable noise abatement procedures established now or in the future.

G. The Airport Manager may at any time prohibit touch and go landings.

PART 7

FLAMMABLE LIQUIDS, FUELING

SECTION 7.1 FUELING OPERATIONS

A. During the fueling or defueling of any aircraft:

1. No person shall smoke within 100 feet of such aircraft.
2. No person shall operate any radio transmitter or receiver or switch electrical appliances on or off in such aircraft; single point fueling expected.
3. No person shall use any material or equipment which is likely to cause a spark or ignition.
4. Adequate fire extinguishers shall be within ready reach of all persons engaged in the

process of fueling or defueling.

5. No engine of any such aircraft shall be started, kept running or be warmed by applications of exterior heat.

6. No passengers shall be on board such aircraft unless a passenger loading ramp is in place at the cabin door of the aircraft, the aircraft door in an open position and a cabin attendant is present at or near the cabin door.

7. Care shall be exercised to prevent overflow of fuel. Any volatile liquid spillage during transfer shall be removed immediately. No engine of any aircraft shall be started when there is a volatile liquid on the ground under such aircraft.

B. No aircraft shall be fueled or defueled when the aircraft is in a hanger or enclosed space.

C. Fueling hoses and equipment shall be maintained in a safe, sound and non-leaking condition and shall be approved by the National Fire Underwriters in all respects and parts.

D. Fueling hoses and appurtenances shall be equipped with a grounding device to prevent ignition of volatile liquids. During any fueling process, the aircraft and the fueling apparatus shall be grounded to a point or points of zero electrical potential.

E. There shall be no refueling of aircraft within fifty (50) feet of any building at any time for any purpose.

F. All other State and Federal Regulations governing the use and dispensing of flammable liquids will be adhered to.

SECTION 7.2 AVIATION FUEL REGULATIONS

Fixed base operators, which exercise the right to dispense aviation fuel to the general public shall:

A. Service shall be provided during posted working hours to all users of the Airport. Such service may be provided by attendant on duty or on call. On call service shall be provided

within a reasonable period of time. All services shall be performed in a efficient courteous and workmanlike manner.

B. Submit to the Airport Manager for approval an Aviation Fuel Services letter which shall specify hours of attendant on duty service, the types of services offered, and the types of fuel lubricants and associated products offered.

C. Not reduce the hours specified of the attendants on duty service until written notice has been filed with the Airport Manager.

D. Utilize only fuel storage and dispensing facilities which meet all safety requirements of appropriate Federal, State, and local authorities. Secure written approval from the Airport Manager prior to the installation of storage and fixed dispensing units.

E. Furnish evidence of insurance coverage for public liability, property damage and products liability, in such amount as will be negotiated with Village of Lakeview. Such insurance shall be carried with an insurance company licensed to do business in the State of Michigan. The Village Council shall be furnished with a certificate indicating the coverage and expiration date of such policy.

F. Any commercial operation, which exercises the right to dispense aviation fuel, shall pay to the Village of Lakeview a flowage in accordance with their Operation Agreement..

PART 8

VEHICLES

SECTION 8.1 RULES OF OPERATION

A. No person shall operate a vehicle in a reckless or negligent manner, or in excess of posted or designated speed limits, other than emergency vehicles. Speed limits in the Air Operations Area shall not exceed fifteen (15) miles per hour.

B. Pedestrian and aircraft shall at all times have the right of way over vehicular traffic. All vehicles shall pass to the rear of taxing aircraft.

C. No person shall operate a vehicle under the influence of intoxicating liquor or controlled substance.

D. No person shall operate a vehicle in the Air Operations Area without prior approval of the Airport Manager. The authorized vehicles will be equipped with a two-way radio and be in continuous communication with the control tower or aircraft in the vicinity of the airport.

E. Unless authorized by the Airport Manger, surface vehicles shall not be operated on the Airport except on roadways and parking areas that are specifically designated for such vehicles. No surface vehicles shall be permitted on the runways, taxiways, aprons or ramps without the express permission of the Airport Manager unless the operation of such vehicles is in accordance with prior agreement to accomplish a necessary airport purpose, service or inspection.

F. All vehicles operating on the Airport between the hours of sunset and sunrise shall have operating headlights and taillights

G. During times of emergency due to aircraft accidents and other mishaps, and natural disasters, no private vehicles shall be allowed in the Air Operations Area. Only that equipment and personnel authorized by the Airport Manager, shall be allowed in the Air Operations Area. The Airport Manager shall determine when normal operations may be resumed.

SECTION 8.2 VEHICLE PARKING

A. No person shall park a vehicle for loading, unloading, or any other purpose on the Airport other than in the areas specifically established for parking and in the manner prescribed by signs, lines, or other means. No person shall abandon a motor vehicle on the Airport. No person shall park a motor vehicle in such a fashion so as to obstruct or interfere with vehicular traffic or snow removal, nor park in aircraft parking areas or on grass areas unless a grass area is specifically designated for vehicular parking.

B. All employees of firms in business at the Airport shall park in areas designated for employee parking and none other.

C. The Airport Manager shall have the authority to cause to be towed or otherwise have motor vehicles which are parked by their owners or operators on the Airport in violation of this Section 8.2 at the operator's expense and without liability for damage which may result in the course of such towing.

D. No person shall park any motor vehicle in excess of the time limit prescribed for the particular parking area, nor shall any person park any motor vehicle in an area requiring payment for parking thereon without paying the required parking fee.

E. Tenants of hangars and tie down areas when using such areas shall be responsible for maintaining gates in a close and/or locked condition except for the purpose of ingress and egress to their respective hanger or tie down.

F. Tenants of hangers must park their automobiles inside their respective hangars or in designated parking areas when leaving the field via their airplane.

G. Penalties: Any person who violates any of the provisions of this Section may be denied access or use of the facilities.

PART 9

REVISIONS

The Village of Lakeview reserves the right to add to, subtract from, or otherwise modify these Rules and Regulations at any time.