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City of Chewelah  
Sand Canyon Airport  
Rules & Regulations



(Effective March 17, 2015)

## **GENERAL RULES AND REGULATIONS**

**BUSINESS OR COMMERCIAL ACTIVITIES** – No person shall engage in any business or commercial activity of any nature whatsoever on the Airport except in conformance with the requirements of the City of Chewelah and under such terms as they may prescribe.

**ADVERTISEMENTS** – No person shall post, distribute or display signs, advertisements, circulars, printed or written matter at the Airport on City owned property except with the approval of the City of Chewelah and in such a manner as may be prescribed by it.

**PEDESTRIAN TRAFFIC** – No unauthorized pedestrian traffic will be allowed on airport grounds.

**DOGS AND ANIMALS** – No dogs or other animals shall be permitted on the Airport Area unless restrained by leash or otherwise confined in such a manner as to be under control, and no horses or other livestock shall be permitted on the Airport property.

**AIRPORT PROPERTY** – All persons having entered on the Sand Canyon Airport shall be governed by the regulations herein prescribed.

**OPERATION OF AIRCRAFT** – No person shall navigate, land upon, fly from, service, move, maintain, repair any aircraft, or conduct any aircraft operation on or from the Airport otherwise than in conformity with current FAA rules and regulation established under Federal Authority, and these regulations contained herein.

**FAA REGULATIONS** – Those regulations as established by the FAA as currently in effect or as hereafter amended, are hereby adopted by reference and made part hereof as fully as if the same and each and all of them were set forth herein.

### **SECURING OF UNATTENDED AIRCRAFT**

- No aircraft shall be left unattended on the Airport unless properly secured, brakes set or within a hangar. The securing of aircraft shall be the sole responsibility of the owner or operator of the aircraft. The City of Chewelah, its employees or agents, shall in no way be held responsible therefore.
- The City of Chewelah will in no way be held responsible for the theft of any article left in the aircraft, any part or accessory of or for the aircraft, or for any damage done to the aircraft as a result of theft or attempted theft or vandalism of any nature.

**AEROBATICS PROHIBITED** – No aircraft shall be flown within a five-mile radius of the Airport in maneuvers other than those required in normal routine operation with the exception that a waiver may be obtained from the FAA for such activities as Air Fairs, Air Shows or such activities approved by the City of Chewelah.

**INFLUENCE, INTOXICANTS, DRUGS, ETC.** – No pilot or other member of the crew of an aircraft on the Airport, or any person attending or assisting in said operation on the Airport, shall be under the influence of intoxicating liquor or habit forming drugs; nor shall

any person under the influence of intoxicating liquor or habit forming drugs be permitted to board any aircraft except a medical patient under proper care or in an emergency.

**DISABLED AIRCRAFT** - Each aircraft owner or his pilot or agent, shall be responsible for the prompt removal and disposal of disabled aircraft and parts thereof from the landing area, unless required of the responsible person (owner, their pilot or agent) to delay such actions pending investigation of the accident.

**DAMAGE TO AIRPORT PROPERTY** – Any and all Airport property destroyed, injured or damaged by accident or otherwise shall be paid for by the party or parties responsible for such destruction, injury or damage thereof.

**DISORDERLY CONDUCT** – No person shall commit any disorderly, obscene, indecent or unlawful act; or commit any nuisance, on the Airport.

**SANITATION** – Garbage, papers and refuse or other material shall be placed in receptacles provided for that purpose.

**SPORTS EVENTS** – No so-called drag races, hot-rod races, go-cart races or similar sports events will be held on the landing areas, aprons, ramps or taxiways or runways of the Airport.

**MODEL AIRPLANES/DRONES** – No model airplanes will be flown in the proximity of the landing area, aprons, ramps, taxiways or runways except by permission of and under such conditions as determined by the City of Chewelah.

**HOURS OF OPERATION** – The Airport landing areas, ramps and parking areas shall be open for public use at all hours of the day or night subject to these rules and regulations, and such additional conditions as may be determined by the City of Chewelah as necessary.

**USE OF AIRPORT** – Any person, firm or corporation desiring to use the Airport as a base for conducting a business or engaging any form of commercial activity, shall first make application in writing and secure permission from the City of Chewelah and shall pay such fees and charges as the City may determine for use of the Airport or any of its facilities thereon, or for services rendered.

**FIXED BASE OPERATORS (FBO's)** –Fixed base operators or other business firms using the Airport shall not engage in any commercial activity on the Airport other than that for which they have received official approval from the City of Chewelah.

**SALE OF GASOLINE, LUBRICATING OILS OR GREASE** – No person, firm or corporation shall sell gasoline, lubricating oils or grease on the Airport, except by a holder of a written contract made with the City of Chewelah wherein the City of Chewelah shall charge a fee per gallon sold in the amount determined when a contract is agreed upon. Automotive gasoline sold for aviation usage will comply with the published FAA standards.

**STORAGE OF GASOLINE** – No gasoline shall be held in storage upon the Airport unless it is contained in the fuel tank of a motor vehicle or aircraft, or in underground storage tanks that are not exposed. Exceptions to this requirement must be granted by the City Council and any such waivers must be recertified annually.

**AVIATION FUEL** – No aviation fuel shall be brought upon or stored upon the Airport except by means and methods approved by the City of Chewelah. EXCEPTION: 5-gallon cans may be utilized to refuel aircraft; however quantity will not exceed that of the usable fuel capacity of the aircraft being refueled.

### **MOTOR VEHICLE REGULATIONS**

#### **MOTOR VEHICLES SHALL-**

- Not be driven on the landing areas or taxiways proper unless in the line of duty or with express permission of the City of Chewelah or its Airport Manager.
- Not be parked on the Airport property except in areas designated for that purpose by the Airport Manager.
- Yield the right-of-way to landing or taxiing aircraft at all times.

### **TAXIING AIRPLANE BETWEEN AIRPORT AND RESIDENTIAL LOTS/ RESIDENTIAL THROUGH THE FENCE (RTTF) AGREEMENTS**

Richmond Lane shall be for automobile use. Richmond Lane may be used for both automobile use and as an aircraft taxiway provided one of the following two options is met:

#### RLAHA option:

1. The owners of the lots adjoining Richmond Lane who wish to use Richmond Lane as an aircraft taxiway shall form and be members in good standing of a Richmond Lane Aircraft Homeowners Association (hereinafter “RLAHA”). The form of which shall be acceptable to the City and provided in writing; and
2. The RLAHA shall obtain separate insurance that insures the City of Chewelah independently for all acts involving aircraft on Richmond Lane. Said insurance is to be in such form and amounts which shall be acceptable to the City and provided in writing; and
3. The RLAHA shall contact all applicable Washington State department agencies, including but not limited to Department of Natural Resources and Washington State Department of Transportation and be in compliance with all appropriate laws; and
4. The RLAHA shall obtain a written “through the fence” agreement between the RLAHA and the City.

#### INDIVIDUAL option:

1. Individual owners of the lots adjoining Richmond Lane who wish to use Richmond Lane as an aircraft taxiway shall obtain individual insurance in such form and amounts which shall be acceptable to the City and provided in writing; and

2. Individual owners shall obtain a written “through the fence” agreement with the City and pay the appropriate fees associated with that agreement.

Any person owning property on Richmond Lane and desiring to access the runway must sign a “Residential through the Fence” agreement and pay the appropriate fees associated with the agreement.

### **FIRE HAZARDS**

**FIRE REGULATIONS** – All persons using the Airport area or the facilities of the Airport in anyway, shall exercise the utmost care to guard against fire and injury to persons or property. In case of a fire or crash, 911 will be called and the Chewelah Fire Department will be in full charge of all fire-fighting and rescue operations. This does not preclude persons on the scene from initiating emergency actions and assisting the firefighters after their arrival. Uniform Fire Code applies in all instances.

### **AIRCRAFT PARKING**

**PARKING SPACE** – Aircraft shall not be parked in places other than tie-down areas, service areas, and such other areas of the ramp or aprons as may be designated as temporary parking areas. Aircraft parking overnight and for longer periods shall be parked on the tie-down areas and pay the appropriate fees set forth in “rental charges and fees for use of airport”, or be placed in hangars.

**SECURING AIRCRAFT** – Before leaving an aircraft unattended, it will be the responsibility of the operator to place the aircraft in a hangar or tie-down space or make sure the parking brakes are set or wheels properly chocked. Suitable tie-downs of chain or rope will be provided by the aircraft owner. In the event such owner does not use adequate chains or ropes to secure their aircraft, they become liable to the surrounding aircraft owners for damage done to their aircraft as a result of an aircraft breaking loose and causing damage.

**PARKING FOR REPAIRS** – All repairs to engines or aircraft, other than emergency repairs, shall be accomplished in spaces designated by the Airport Manager, or areas specifically designed for such operations.

### **RENTAL CHARGES, FEES FOR USE OF AIRPORT**

**ANNUAL AIRPORT FEES** – Annual airport fees are adopted by Council by Resolution. These fees will be reviewed by the Airport Governing Board in December of each year. Annual airport fees will be invoiced by the City of Chewelah in January of each year and will be due the twentieth day of February. Each year the Airport Governing Board will forward to City Administration a list of individuals or groups to be invoiced based on some or all of the following criteria: use of the Sand Canyon Airport; vested interest in the Sand Canyon Airport; leased spaces on the east side of the airport; or future investment in the Sand Canyon Airport.

**TIEDOWN FEES** – Tiedown fees are adopted by Council by Resolution. These fees will be reviewed by the Airport Governing Board in December of each year. Tiedown fees will be submitted directly to the Airport Manager or left in a drop box in the Pilot’s Lounge for subsequent collection by the Airport Manager.

**BUILDING** – Building specifications as to size and construction and requirements shall be approved by the City of Chewelah.

**AERIAL APPLICATORS** – Any person, firm or corporation engaged in the business of, or known as aerial applicators and operating as such and desiring to fly commercially from the Sand Canyon Airport, other fixed base operators with permanent facilities, shall make application to the City of Chewelah and pay such fees and charges as established by said City.

### **INDEMNITY INSURANCE**

Each “Fixed Base Operator” or “Aerial Applicator” and/or any person that is engaged in any commercial business at the Airport by use of aircraft, shall obtain and maintain at the person’s expense, a comprehensive general liability insurance policy, naming the City of Chewelah as an insured or additional insured, with limits in of the injury to a person or persons of not less than \$100,000.00 for each person, and \$300,000.00 for each occurrence, and for not less than \$50,000.00 in the event of property damage. A copy of said insurance policy shall be provided to the City of Chewelah. The insurance policy shall contain a clause prohibiting cancellation or termination of the policy with first giving ten days’ written notice of such cancellation or termination to the City of Chewelah.

### **AUTHORITY OF AIRPORT MANAGER**

The following items are authorized power given to the Airport Manager by the City of Chewelah:

- Enforce airport security as appropriate;
- Issue Notices To Airmen (NOTAMS);
- Speak for the City with regard to airport matters;
- Make approved purchases to enhance the airport up to \$500;
- Obtain cost estimates for airport improvements;
- Communicate with government agencies about airport operations;
- Provide advice to the City Administration for things such as snow plowing, surface sweeping, winterizing of facilities, runway lighting, and routine maintenance requirements;
- Collect tie down fees.

### **VIOLATION - PENALTY**

- It shall be unlawful for any persons to violate or refuse to obey any of the provisions hereof. In an emergency for safety reasons, pilots may deviate from these regulations. When deviations occur, an immediate verbal report will be filed with

the Manager, and they may require a written report within three days from the date of the verbal report.

- Any person operating or handling any aircraft or motor vehicle in violation of the provisions herein contained, may be removed or ejected from the Airport, or may be temporarily grounded by, or under the authority of, the City of Chewelah and may be deprived of the further use of the Airport and its facilities for such a length of time as may be deemed necessary to insure the safeguarding of the same and the public and its interest therein in addition to all other penalties herein provided.
- Any person, firm or corporation that shall violate any or the provisions set forth in this regulation, shall be guilty of a misdemeanor, and upon conviction thereof shall be punished by a fine of not more than Five Hundred Dollars (\$500) for each and every violation.

### **AMENDMENTS TO REGULATIONS**

The City of Chewelah may make such further rules and regulations, not inconsistent with the provisions and intent hereof as it shall deem necessary for the safe and equitable use of the Airport and its facilities. Such rules and regulations shall not go into effect until 5 days following the adoption thereof, unless the City of Chewelah shall declare an emergency in connection therewith, in which case such rules or regulations currently at said Airport shall be available for examination at the City offices.