

# Sarasota Bradenton International Airport



## **RULES & REGULATIONS**

As approved by the  
**SARASOTA MANATEE AIRPORT AUTHORITY**  
On May 20, 2019

The Sarasota Manatee Airport Authority has established the Rules and Regulations for the Sarasota Bradenton International Airport.

Any person who violates these Rules and Regulations may, at the discretion of the Authority or its authorized representative, be denied use of the Airport and its facilities.

The Authority reserves the right to change the Rules and Regulations at any time, for any reason and in any respect.

The Rules and Regulations contained herein supersede and cancel all other previous rules and regulations set forth by the Authority.

Should an incident, not covered by these Rules and Regulations, occur, the President, CEO or designee shall rule in a fair manner.

**SARASOTA MANATEE AIRPORT AUTHORITY  
SARASOTA BRADENTON INTERNATIONAL AIRPORT  
RULES & REGULATIONS**

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## SECTION 1

### DEFINITIONS

Unless specifically defined otherwise herein, or unless a different meaning is apparent from the context, the terms used in these Rules and Regulations shall have the following definitions:

#### 1.1 AGREEMENT

A written lease, license, permit, or other form of authorization by the Authority to conduct a specific activity on the Airport. This may include specific authorization for an airline, a Fixed Base Operator, ground transportation, commercial or business activities, aircraft hangar or tie- down, and other privileges such as driving a motor vehicle in Restricted Areas.

#### 1.2 AIR OPERATIONS AREA (AOA)

The AOA is a portion of the Airport, specified in the Transportation Security Administration's (TSA) Airport Security Program (ASP), in which security measures specified in this part are carried out. This area includes aircraft movement areas, aircraft parking areas, loading ramps, and safety areas, for use by aircraft regulated under TSA parts 1544 or 1546, and any adjacent areas (such as general aviation areas) that are not separated by adequate security systems, measures, or procedures. This area does not include the secured area.

#### 1.3 AIRCRAFT

Any apparatus now known or hereafter invented, used or designed for navigation or flight in air.

##### 1.3.1 Private Aircraft

Aircraft privately-owned and non-commercially operated by the owner or owners; or an aircraft used by the owner in connection with an owner's business, comparable to an owner's business use of his private automobile; or an aircraft owned and operated by a company or corporation for the free transportation of its or other personnel and/or products.

##### 1.3.2 Club Aircraft

A non-commercial aircraft owned and operated by a non-profit partnership or non-profit Florida corporation, each member of which is a bona fide owner of an interest in the aircraft or holds a share in the partnership or corporation; and said partnership or corporation does not derive greater revenue from the use of its aircraft than the amount required for the operation, maintenance, and replacement of its aircraft. Flying Clubs and their aircraft are subject to the Minimum Standards for Aeronautical Activities and any other standards promulgated by the Authority for Club Aircraft.

##### 1.3.3 Commercial Aircraft

Aircraft used for commercial purposes including but not limited to any of the

following:

- a. to carry passengers or cargo for hire.
- b. for rental or charter.
- c. for student instruction and its related activities.
- d. for aerial advertising and crop dusting.

#### **1.3.4 UAS/Unmanned Aircraft**

Unmanned aircraft system/unmanned aircraft means an unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft, its associated elements (including communication links and the components that control the small unmanned aircraft) that are required for the safe and efficient operation of the small unmanned aircraft in the national airspace system, operated without the possibility of direct human intervention from within or on the aircraft.

#### **1.4 AIR CARRIER**

Any person who operates directly by lease or other arrangements any commercial aircraft for the purpose of transporting passengers, mail, express freight or cargo, and is in compliance with all of the federal regulations covering or pertaining to the operation of same.

#### **1.5 AIRCRAFT MOVEMENT AREA**

That portion of the AOA consisting of the hard-surfaced, usable taxiways or runways that is open to aircraft movement, and under control of the SRQ ATCT, as designated by a letter of agreement between the Authority and the Federal Aviation Administration (FAA).

#### **1.6 AIRPORT**

The Sarasota Bradenton International Airport (SRQ), located in Sarasota and Manatee Counties, Florida, including any real property, the fee simple title to which is vested in the Authority, except for any property or facilities that are under the guidance, supervision, regulation, or control of the University of South Florida or New College.

#### **1.7 AIRPORT RESCUE FIRE FIGHTERS (ARFF)**

The ARFF Department provides daily aircraft fire protection and Airport medical services, 24 hours per day, for the purpose of meeting the requirements per FAR Part 139.

#### **1.8 AIRPORT SECURITY PROGRAM (ASP)**

Regulations detailing proper security procedures as required and approved by the Transportation Security Administration (TSA).

#### **1.9 APRON**

An area intended to accommodate aircraft for purposes of loading or unloading passengers or cargo, refueling, and parking.



## **1.10 AUTHORITY**

The Sarasota Manatee Airport Authority (SMAA), a special district created by the Legislature of the State of Florida, pursuant to Chapter 91-358, Laws of Florida, as amended, which owns and operates the Airport. The term shall also mean the President, CEO or his designated representative, when the context so permits.

## **1.11 CHARITABLE OR RELIGIOUS SOLICITATION**

The making or dissemination of any request to the public, directly or indirectly, for money, property, financial assistance, or any other thing of value on the plea or representation that such thing of value or portion thereof will be used for a charitable or religious purpose or will benefit a charitable or religious organization or sponsor.

## **1.12 COMMERCIAL**

Relating to or connected with the purchase, sale, lease, or exchange of goods or services.

## **1.13 COMMERCIAL OPERATOR**

The owner or operator of a commercial aircraft or vehicle.

## **1.14 COMMERCIAL SOLICITATION**

The making or dissemination of any statement or message in oral, written, or printed form or otherwise, to or before the public, or any portion thereof, with the intent or purpose, either directly or indirectly, of purchasing, selling, leasing, or exchanging goods or services, professional or otherwise, or to induce the public to enter into any obligation relating to such property or services, or any other form of paid advertising.

## **1.15 CORPORATE HANGAR TENANT**

An Airport tenant who leases land from the Authority and either constructs or leases aeronautical facilities from the Authority exclusively for the transport of such Corporate Hangar Tenant, its officers, employees, agents, and their cargo or baggage; and not for the purpose of providing aeronautical services to the general public.

## **1.16 DRIVER**

Any person who drives or is in actual physical control of a vehicle on a roadway, parking lot, ramp area, taxiway; or who is exercising control of a vehicle or steering a vehicle being towed by another motor vehicle.

## **1.17 FEDERAL AVIATION ADMINISTRATION (FAA)**

### **1.17.1 Air Traffic Control (ATC), "Control Tower" (ATCT), "Controller" (ATC)**

A service operated by the FAA to promote the safe, orderly, and expeditious flow of air traffic including the flow of aircraft and vehicles on the ground within Aircraft Movement Areas. "Control Tower" refers to the FAA Air Traffic Control facility located at the Airport (ATCT). "Controller" refers to the FAA employee

conducting such services (ATC).

### **1.17.2 Federal Aviation Regulations**

Title 14 of the Code of Federal Regulations regarding aeronautics and space.

### **1.18 FIXED BASE OPERATOR (FBO)**

Any person who has entered into a written agreement with the Authority for the use of any building, shop, or hangar or for the site upon which such a building may be erected; and who, by further agreement, guarantees to serve the public with multiple aeronautical services required under the agreement and the Authority's Minimum Standards for Aeronautical Activities. Only FBOs are allowed to sell and dispense aviation fuels and oil to the public.

### **1.19 FOREIGN OBJECT DEBRIS (FOD)**

Shall mean any material found on runways, taxiways, and aprons that can cause damage to aircraft.

### **1.20 GROUND TRANSPORTATION RULES AND REGULATIONS**

Rules and regulations pertaining to the ground transportation of passengers or baggage for hire (see Appendix A).

### **1.21 ID BADGE**

Shall mean the identification media issued by the Authority for controlled access or identification purposes.

### **1.22 INCURSION**

Shall mean any occurrence at the Airport involving an aircraft, vehicle, person, or object on the ground that either creates a collision hazard with, or results in loss of separation between an aircraft taking off, intending to take off, landing, or intending to land.

### **1.23 INSTRUCTOR**

Any person giving or offering to give instruction in the operation, construction, repair or maintenance of aircraft, aircraft power plants, or aircraft accessories.

### **1.24 NON-TENANT CAR RENTAL**

Any person who does not have a Lease and Concession Agreement with the Authority and who is engaged in the business of renting or leasing passenger vehicles to Airport patrons from an off-Airport business location.

### **1.25 NOTICE TO AIRMEN (NOTAM)**

A notice issued by the Authority or the FAA containing information concerning the establishment, condition, or change of any aeronautical facility, service, procedure, or

hazard, and the timely knowledge which is essential to personnel concerned with flight operations.

**1.26 PERMIT**

See Section 1.1 Agreement.

**1.27 PERSON**

Any individual, firm, co-partnership, corporation, company, or association, including any trustee, receiver, or similar representative thereof.

**1.28 PICKETING**

The lawful assembly, patrolling, walking, or parading in, on, or in the vicinity of Airport property for the purpose of carrying or displaying signs or placards or announcing, communicating or presenting a message or a cause to the public.

**1.29 POLICE OFFICER**

Any law enforcement officer authorized to direct or regulate traffic, make arrests for violations of the law and who is authorized to enforce these Rules and Regulations. Police Officers include but are not limited to Airport Police Officers, Florida Highway Patrol Officers, Sheriffs, Deputy Sheriffs, and Municipal Police Officers.

**1.30 PRESIDENT, CHIEF EXECUTIVE OFFICER (CEO)**

The principal representative of the Authority with powers and duties to direct all administrative, operational, financial, and other matters at the Airport; to supervise the aviation activities at the Airport and be responsible for the operation, management, and maintenance of the Airport and all facilities and equipment in connection therewith and to enforce the provisions of these regulations. Such other employee of the Authority, as the President, CEO from time to time may designate, to carry out the duties of the President, CEO.

**1.31 RAMP**

See Section 1.9 APRON.

**1.32 RESTRICTED AREA**

All areas of the Airport to which access is prohibited without security clearance pursuant to the Airport Security Program (ASP).

**1.33 SECURED AREA**

Means those portions of the Airport designated in the Airport Security Plan (ASP) to which access is restricted and controlled where aircraft operators enplane and deplane passengers and sort and load baggage.

**1.34 SECURITY IDENTIFICATION DISPLAY AREA (SIDA)**

Means that portion of the Airport where the Airport-issued or Airport-approved identification media shall be displayed on the outermost garment at or above the waist at all times.

**1.35 SERVICE ROAD**

Shall refer to the designated roadway network on the airfield side of the facility. That network includes both painted and unpainted traffic lanes around the airfield perimeter, passenger terminal, cargo facility and maintenance areas.

**1.36 STERILE AREA**

Means those portions of the Airport's terminal complex between the entrances to aircraft and the TSA controlled security checkpoints for the screening of persons and property.

**1.37 TENANT**

Any person who has an agreement with the Authority to conduct a specific activity on the Airport.

**1.38 TERMINAL TENANT**

Any tenant authorized to conduct specific activities within the Airport's main terminal building.

**1.39 TRANSPORTATION SECURITY REGULATIONS (TSRS)**

Those parts of Title 49 of the Code of Federal Regulations regarding aviation security and enforced by the Transportation Security Administration (TSA) and/or the Department of Homeland Security.

**1.40 VEHICLE**

Any device in, upon, or by which any person, property, or object is or may be transported or drawn on land, whether on wheels, runners, treads, motorized, pedaled, towed, pushed, or rolled.

**1.40.1 Emergency Vehicle**

Vehicles of any police or fire department (based on or off Airport), ambulances, or any vehicle carrying an Airport official or Airport employee while in response to an official emergency call.

**1.40.2 Refueling Vehicle**

Any vehicle used for transporting, handling or dispensing fuel, oils, and lubricants.

**1.40.3 Commercial Vehicle**

Any vehicle for compensation or hire or courtesy vehicles provided at no charge by hotels, motels, rental car companies, etc. for the convenience of their patrons.

Commercial Vehicles for hire include:

Baggage Delivery Service: vehicles used for the exclusive purpose of carrying baggage to/from the airport; no passengers may be carried.

Buses: vehicles over 25 feet, seating capacity of more than 15.

Limousines: non metered vehicle, less than 25 feet in length, seating capacity of 14 or less.

Taxicabs: fares determined by meter, less than 25 feet in length, seating capacity of 6 or less.

Vans/Shuttles: non metered vehicle, less than 25 feet in length, seating capacity of 15 or less, used for single or multi-passenger pickups for one or more destinations.

#### **1.41 FIRST AMENDMENT RIGHTS PERMIT**

A permit that allows persons or groups to exercise rights and privileges under the First Amendment to the United States Constitution at the Airport.

## **SECTION 2**

### **GENERAL RULES**

#### **2.1 VIOLATION OF RULES AND REGULATIONS**

Any person, who violates, disobeys, omits, neglects or refuses to comply with any of the provisions of these Rules and Regulations or any lawful order issued pursuant thereto may be denied use of the Airport by the President, CEO or designee, pursuant to the provisions of section 2.4 below, and may additionally be subject to penalties for violation of federal, state or local laws or regulations.

#### **2.2 SCOPE**

- a. All persons on, and users of, the Airport shall be governed by these Rules and Regulations.
- b. The use of, or entry upon, the Airport or any of its facilities in any manner shall create an obligation on the part of the user to comply with these Rules and Regulations. Entry upon, or use of, the Airport by any person shall be deemed to constitute an agreement by such person to comply with these Rules and Regulations.

#### **2.3 AMENDMENTS, ADDITIONS, DELETIONS, OR CORRECTIONS**

Proposed changes to these Rules and Regulations shall be considered at a Public Hearing prior to adoption of the proposed changes. Public notice of the Authority's consideration of the proposed changes, as well as the date, time, and place of the Public Hearing, shall be made no less than ten (10) days nor more than twenty-five (25) days prior to the Public Hearing. Public notice shall be by publication in a newspaper of general circulation in Sarasota and Manatee Counties.

If such public notice does not contain a copy of the complete text of the proposed changes to these Rules and Regulations, the notice shall identify the location where a copy of the text may be examined or obtained.

The Authority shall provide the Public Hearing for presentation of evidence, arguments, and oral statements within reasonable limitations to avoid duplication, irrelevant comments, unnecessary delay or disruption of the proceeding. Written statements may be submitted to the Authority prior to, or during, the hearing by any person, and, if authorized by the Authority, may be considered and made part of the record. Following the public hearing the Authority may adopt, modify, or reject the proposed change(s).

#### **2.4 ENFORCEMENT**

The Authority may remove or eject any person(s) from the Airport who knowingly and willfully violates any regulation or instruction issued by the Authority or its designated representative; may deny the use of the Airport to such person if the Authority or its designated representative determines that such denial is necessary under the circumstances; and may take such other measures as may be permitted by law to enforce these Rules and Regulations and maintain the Authority's control of the Airport. Any person, aggrieved by a decision of the President, CEO removing or evicting such

person from the Airport or denying the use of the Airport to such person pursuant to this Section, may appeal such decision to the governing body of the Authority. If the President, CEO determines that such violation(s) presents a threat to the public, health, safety, or welfare, such right of access shall be suspended pending completion of such appeal.

## **2.5 APPLICABILITY**

To the extent that these Rules and Regulations conflict with prior Rules and Regulations dealing with the same subjects, these Rules and Regulations shall prevail. However, these Regulations are not intended to supersede any provision of federal, state, or local law with which they may conflict, provided that these Regulations shall insofar as possible be interpreted so that no such conflict shall exist.

In the event of a conflict between the provisions of these Rules and Regulations and the provisions of any agreement, the provisions of the agreement shall govern unless such agreement expressly provides that these Rules and Regulations shall govern.

## **2.6 SPECIAL REGULATIONS, NOTICES OR DIRECTIVES**

Special regulations, notices, memoranda, or directives of an operational nature shall be issued as needed to persons holding an agreement with the Authority.

## **2.7 VALIDITY**

If any portion of these Rules and Regulations shall be declared to be invalid or unenforceable, it shall not affect the validity of the remainder. All other portions shall remain in effect and be construed to achieve the purposes described herein.

## **2.8 PERMITS AND AGREEMENTS**

Any activity which is required to be authorized or approved by the Authority by these Rules and Regulations, and which activity is the subject of an agreement specifically granting authorization or approved for such activity, shall be deemed authorized or approved for purposes of these Rules and Regulations.

## **SECTION 3**

### **VEHICLES**

#### **3.1 GENERAL**

All state and local laws which apply to the operation of vehicles on roads and streets outside the Airport also apply to vehicles operating on the Airport. Additionally, the following apply to vehicle operations within the Airport boundary.

#### **3.2 LICENSING AND REGISTRATION**

- a. No vehicle shall be driven on the Airport without the driver possessing a valid operator's License.
- b. No vehicle shall be driven within the Restricted Area without a demonstrated operational need. No vehicle shall be driven in a Restricted Area unless the vehicle is registered with the Authority or the driver has otherwise obtained permission from the Authority for the operation of such vehicle within the Restricted Area.
- c. The Authority shall issue identification badges and vehicle permits which shall be used to restrict vehicle operations to certain portions or segments of the AOA and the Secured/SIDA areas. Such restrictions shall prohibit vehicle operation outside these designated areas.
- d. If a vehicle is not in compliance with the foregoing rules, the Authority may remove the vehicle at the owner's expense.

##### **3.2.1 Temporary Licensing and Registration**

Vehicles may be temporarily authorized by SMAA or FBOs to access the designated restricted areas. Such temporary access shall be limited to vehicles authorized by the SMAA or FBOs for their customers and business guests using a temporary parking permit approved by the Authority. Such vehicles shall be escorted at all times by a badged individual while on the designated restricted areas. The escorting individual or FBO shall be responsible and liable for any violation or property damage that occurs during the escort.

#### **3.3 RULES OF OPERATION**

No vehicle shall be operated upon any public street or road on the Airport in excess of the speed limits prescribed by Florida State Statutes, County and City Ordinances, and the Authority. No vehicle shall be operated at a speed greater than is posted or is reasonable and proper having regard for the traffic and the use of the street or road, or so as to endanger the life or to injure the property of another person. No vehicle shall be operated on the Airport in a reckless manner. Speed limits within the Restricted Area shall not exceed twenty-five (25) miles per hour on the perimeter road and fifteen (15) miles per hour on ramp, apron, or in aircraft parking and hangar areas.

- a. No vehicle shall be driven under a passenger loading bridge, except as required by the bridge operator during normal operations.



- b. The driver of any vehicle shall yield to the movement of any aircraft and shall pass at a safe distance from the wing or tail section of any parked aircraft.
- c. Unless crossing a runway, no vehicle shall be driven within the safety area of a runway nor shall the vehicle cross any runway without being cleared by the FAA Control Tower. The driver of any unescorted vehicle shall have a thorough understanding of the Air Traffic Control Tower light gun signals whether or not the vehicle is radio equipped.
- d. No person shall operate on the Airport a vehicle which is carrying more passengers or cargo than it was designed to carry.
- e. No person shall operate a vehicle in a manner that allows the escape of sparks or the propagation of flames on the Airport.
- f. No person shall operate a vehicle or other equipment on Airport property while under the influence of alcohol or any drug that impairs, or may impair, the operator's abilities.
- g. Bicycles, scooters, Segways and other personal mobility devices shall not be operated in the Secured Area unless approved by the Manager, Airport Operations.

### **3.3.1 Florida Uniform Traffic Control Law**

The driver of any ground vehicle shall comply with applicable provisions of the Florida Uniform Traffic Control Law.

### **3.4 ACCIDENT OR INCIDENT REPORTS AND AID**

The driver of a vehicle or pilot of any aircraft involved in an accident or incident on the Airport resulting in injury to, or death of, any person or damage to any vehicle, aircraft, or other property which is driven, piloted, or attended by any person shall immediately stop such vehicle or aircraft at the scene of the accident and by the quickest means of communication available give notice to the Authority and, if necessary, to the FAA in accordance with federal regulations.

The driver or pilot shall also give his name, address, name of insurance company or agent, insurance policy number (if available), and the registration number of the vehicle or aircraft; and shall, upon request, exhibit a license or permit to drive or pilot to any person injured in such accident or to the driver or occupant of, or person attending, any vehicle or other property damaged in the accident.

The driver or pilot shall give such information and, upon request, exhibit such license or permit to any police officer or Airport staff at the scene of the accident who is investigating the accident, and shall render to any person injured in the accident reasonable assistance.

### **3.5 REQUIRED RADIO EQUIPMENT**

All vehicles authorized to operate on any part of the Aircraft Movement Area shall be equipped with two-way radios for contact with the Control Tower, except when such vehicle is accompanied by an authorized escort which is so equipped. Vehicles equipped

with two-way radios shall not be permitted access to the Airport without prior permission from the Authority. The driver of any vehicle operating on an Aircraft Movement Area shall follow the communication procedures described in the Airport's FAA approved Airport Certification Manual (ACM). The driver of any vehicle shall not be required to establish or maintain contact with the Control Tower while driving outside of the Aircraft Movement Area.

### **3.6 REQUIRED LIGHTING EQUIPMENT**

Vehicles operating between sunset and sunrise shall be equipped with working headlights and taillights. Trailers or carts shall be equipped with lighting if required by Florida law in addition to reflectors on all sides. Vehicles operating on the aircraft movement areas between sunset and sunrise shall be equipped with an amber flashing or rotating beacon.

### **3.7 PARKING**

#### **3.7.1 Restricted Parking Areas**

The following rules and regulations shall apply within a Restricted Area:

- a. No vehicle shall be parked without prior authorization from the Authority.
- b. No vehicle shall be parked in a manner so as to obstruct roadways, impede aircraft movement, or in aircraft parking areas.
- c. The Authority may tow or move any vehicle that is parked on Airport property and is in violation of the Rules and Regulations at the owner's expense and without liability to the Authority for damage that may result from towing or moving.
- d. Hangar and tie-down tenants may park their vehicles, if properly permitted, within assigned hangars.
- e. No person shall park a private vehicle anywhere on the Airport for more than 30 days unless the vehicle is in a public parking lot or inside a hangar.

#### **3.7.2 Public Parking Areas**

The following rules and regulations shall apply within areas designated for parking by the general public:

- a. No vehicle shall be parked on the Airport for loading, unloading, or any other purpose except in areas specifically established for that purpose. In any case, vehicles shall be parked in a manner prescribed by signs, lines, or other means. The driver of any vehicle shall not abandon such vehicle on the Airport.
- b. No driver of any vehicle shall remove a parked vehicle from an area requiring payment for parking without paying the required parking fee.
- c. The Authority may tow or otherwise move any vehicle which is parked on the Airport and is in violation of the Rule and Regulations at the owner's expense and without liability to the Authority for damage that may result from such

towing or moving.

- d. No vehicle shall be parked in such a manner as to occupy more than one marked space, nor shall any vehicle be parked in a space marked "reserved" or "restricted" without authorization.
- e. Commercial vehicles shall only park in those areas specifically reserved and marked for such vehicles or in the public parking lot.
- f. All terminal tenant employees shall park their vehicles in the parking area provided and designated for terminal tenant employees.
- g. No person shall park a private vehicle anywhere on the Airport for more than 30 days unless the vehicle is in a public parking lot or inside a hangar.
- h. No person shall park a vehicle in any manner so as to block or obstruct fire hydrants and the approaches thereto, gates or emergency exits or building entrances or exits.
- i. Employee owned or operated vehicles parked on Airport property lots shall prominently display an employee parking hangtag, even when a vehicle cover is utilized.
- j. Vehicles parked longer than 45 calendar days in the Airport's paid parking lots with no contact from owner will be investigated by the Airport Police Department, and if warranted, may be determined to be abandoned in accordance with Section 705.184 of the Florida Statutes and may be removed and/or disposed of pursuant to s. 705.184, F.S., subject to the Authority's lien for towing, storage, and accrued parking fees

### **3.7.3 Employee Parking**

The rules and regulations applicable to employee parking are set forth in the SMAA Employee Parking Policy, a copy of which may be obtained at the Operations ID Badge/Switchboard Operator Office on the first floor of the Airport's main terminal building.

### **3.8 REPAIR OF VEHICLES**

Vehicles on the Airport shall only be cleaned in designated wash areas or repaired in designated shop areas except in cases where minor repairs are necessary to remove such vehicles from the Airport. No person shall move, interfere, or tamper with any vehicle, or put in motion the engine, or take or use any vehicle part, instrument, or tool thereof without permission of the owner.

### **3.9 VEHICLE IDENTIFICATION IN RESTRICTED AREAS**

Only vehicles bearing an Airport issued permit affixed to the rear bumper or window of the vehicle, an Airport issued temporary "top hat" displayed on the vehicle's roof, or an SMAA or FBO issued temporary permit displayed on the dashboard of the vehicle shall be permitted access to Restricted Areas of the Airport. The following vehicles shall be exempt from this requirement:

- a. Authorized Aircraft Support and Service Vehicles painted in the official company colors, bearing the company logo, and otherwise easily recognizable as an aircraft service vehicle.
- b. Authorized Contractor and Vendor Vehicles bearing the company name and logo.
- c. Authority, Federal, Police, Fire or Other Emergency Vehicles bearing agency markings and/or government license plates.

### 3.10 VEHICLE GATES

Vehicles entering or exiting the AOA or Secured/SIDA areas through a gate are required to wait until the gate has closed behind them prior to departing unless an authorized guard is present.

### 3.11 VEHICLE AND DRIVER VIOLATIONS IN RESTRICTED AREAS

If a vehicle operator/driver or owner receives a written citation for violation of any provisions of this section 3 related to the condition of a vehicle, and if the citation is not revoked, the Authority shall apply the following progressive enforcement actions:

#### 3.11.1 Vehicle Violations

First offense: upon receipt of the written citation, the vehicle owner shall be required to have the vehicle/equipment properly repaired at the owner's cost within fourteen (14) days from the date of the violation. \*

Second offense: within 12 months of first offense. Upon receipt of the written citation, the vehicle owner shall be required to have the vehicle/equipment properly repaired within fourteen (14) days and then inspected and approved by the Airport Operations at the owner's cost. \*

Third offense: within 12 months of second offense. The vehicle/equipment shall be denied entry into the Restricted Area and shall be permanently removed from the owner's vehicle/equipment inventory at SRQ. \*

#### 3.11.2 Driver Violations

First offense: upon receipt of written citation and a letter to the driver's employer/vehicle owner, the driver shall retake the SMAA driver training class before returning to work. \*

Second offense: within 12 months of the first offense. Upon receipt of written citation and a letter to the driver's employer/vehicle owner, the driver and his supervisor shall retake the driver training class. Driving privileges of the violator will be suspended until satisfactory completion of training, unless the citation is otherwise rescinded. \*

Third offense: within 12 months of the second offense. Driving privileges of the violator may, upon determination by the Manager, Airport Operations, be permanently revoked. \*

\*The Manager, Airport Operations, reserves the right, based on the severity of the violation, to enforce and/or suspend, in whole or in part, corrective action as deemed necessary.

The driver or owner of the vehicle/equipment will have seven (7) calendar days from the date of the violation to submit a written appeal, with an explanation for

reconsideration of the issuance of the citation, to:

Manager, Airport Operations  
Sarasota Manatee Airport Authority  
6000 Airport Circle  
Sarasota, FL 34243-2105

## **SECTION 4**

### **AIRCRAFT OPERATION**

#### **4.1 GENERAL**

All persons shall navigate, land, service, maintain and repair aircraft in conformity with the rules and regulations adopted by the Federal Aviation Administration (FAA), the National Transportation Safety Board (NTSB), and the Transportation Security Administration (TSA), as applicable.

#### **4.2 FLIGHT PROHIBITIONS**

Unless expressly authorized by the President, CEO or designee, the following operations shall be prohibited:

- a. Non-emergency aircraft landing or take-off at any time and under any circumstances when such landing or takeoff is likely to endanger persons or property;
- b. All or partial use of the Airport by any person or group under any circumstances when such use is likely to endanger persons or property;
- c. Any aircraft flight or other operation on the Airport when any such flight is likely to violate any of these Rules and Regulations;
- d. The use of the Airport for the operation of: powerless aircraft, kites, UAS/Unmanned Aircraft, radio-controlled airplanes, tethered balloons, parachutes, or other objects constituting a hazard to Airport operations.
- e. Over-flight of the Airport passenger terminal, concourse, and the adjacent vehicle parking areas during takeoffs or landings, without providing a minimum clearance of 200 feet.

#### **4.3 MOVING OF AIRCRAFT INVOLVED IN AN ACCIDENT OR INCIDENT**

In the event of an accident or incident, the aircraft owner, upon obtaining consent from the President, CEO or designee may, in compliance with federal regulations and other governmental regulations, move the aircraft from the landing area, ramp, apron, or other area at the expense of the aircraft owner and without liability to the Authority or its employees or agents for damage resulting from such moving. The President, CEO or designee retains the right, in his sole discretion, to remove any aircraft from any movement or non-movement area that is an operational or safety hazard at the owner's expense and with no liability to the Authority for damage that may result from such moving.

#### **4.4 AIRPORT CLOSURE**

In the event the President, CEO or designee believes conditions at the Airport to be unsafe for aircraft operations, it shall be within his authority to issue a NOTAM to close the Airport or any portion thereof.

## **4.5 AIRCRAFT PARKING**

No person shall park an aircraft in any area of the Airport other than that designated by the Authority and/or within the FBO leaseholds, without adequately securing the parked aircraft.

### **4.5.1 Illegally Parked Aircraft**

The owner or pilot of any aircraft parked illegally on the Airport shall, at the direction of the Authority, move the aircraft to a legally designated parking area on the Airport. If the operator refuses to comply with such direction, the Authority may tow the aircraft to such place, at the owner's expense and without liability to the Authority for damage that may result from such moving.

### **4.5.2 Permit/FBO Parking**

All persons having a written agreement with the Authority to park their aircraft shall park such aircraft in the areas designated by the agreement. All other aircraft shall park within FBO exclusive leaseholds and in areas designated and authorized by the FBO.

## **4.6 AIRCRAFT REPAIR**

The performance of aircraft and engine repair and maintenance shall be deemed a commercial operation regulated by the Authority pursuant to the Minimum Standards for Aeronautical Activities except where such services or repairs are performed by the aircraft owner in accordance with FAR Part 43.3 or by the owner's permanent employee(s). The Authority reserves the right to designate reasonable areas where aircraft owners may perform services on their own aircraft.

### **4.6.1 Engine Run-up**

Persons operating aircraft shall not perform run-up, prolonged tests, or use a turbine auxiliary power unit (APU) in any area on the Airport other than that prescribed by the President, CEO. In any case, no such operation shall take place during the hours of 2200 to 0700 for any purpose unless approved by Airport Operations.

At no time shall aircraft engines or APUs be operated in any manner so as to create a hazard or nuisance to other aircraft, persons, or property.

## **4.7 FLIGHT INSTRUCTION**

Except for those persons engaged in flight instruction in Club Aircraft (as per Section 4.7.1) no person shall engage in flight instruction on the Airport unless such person has complied with the established Minimum Standards for Aeronautical Activities and has filed with the Authority a certificate of insurance for the protection of the Authority, instructor, and student.

### **4.7.1 Flight Instruction - Club Aircraft**

Certified flight instructors may engage in flight instruction in Club Aircraft,

but are prohibited from receiving any form of compensation for services rendered.

#### **4.8 OUTSIDE SERVICES**

No person, other than FBOs and airlines, shall employ the services of a certified flight instructor, certified airframe or power plant mechanic, or authorized inspector unless such instructor, mechanic, or inspector is in the full time employment of said person owning the aircraft or is otherwise an employee of a Fixed Base Operator.

#### **4.9 AIRCRAFT EQUIPMENT RULES**

##### **4.9.1 Required Equipment**

Unless authorized in advance by the Authority or by the FAA, no airplane shall be operated on the Airport unless it is equipped with a tail wheel or nose wheel and wheel brakes.

##### **4.9.2 Radio Equipment**

Unless authorized in advance by the ATCT, no aircraft may land or take-off at the Airport unless equipped with a functioning two-way radio and a Mode C Transponder.

#### **4.10 STARTING OR RUNNING OF AIRCRAFT ENGINES**

No person shall start or run any aircraft engine unless a licensed pilot, mechanic, or otherwise qualified person is in the aircraft attending the engine controls. No aircraft engine or APU shall be operating while any portion of the aircraft is inside, or standing under, the roof line of any structure of any building or hangar.

#### **4.11 AIRCRAFT MOVEMENT AND TAXIING RULES**

All aircraft movement shall be confined to the hard surface areas, except as specifically authorized by the Authority. No person shall operate an aircraft in a careless or reckless manner so as to endanger the life or property of others by buzzing, diving, low altitude flying or aerobatic maneuvers over the Airport; provided, however, that nothing herein shall preclude the Authority from authorizing air shows or other public displays of aviation flight conducted under the auspices of an accredited aviation organization.

##### **4.11.1 Taxiing Rules**

- a. No person shall taxi an aircraft without first ascertaining by visual inspection of the area that there is no danger of collision with any person or object in the immediate area.
- b. No aircraft shall be taxied into, or out of, any hangar under its own power.
- c. Aircraft shall be operated at a safe and reasonable speed with due respect for other aircraft, persons, or property.
- d. Aircraft awaiting take-off shall stop at the taxiway or connector hold lines



for the runway in use and in a position so as to have a direct view of aircraft approaching for landing, and shall not enter the active runway until specifically cleared to do so by the Control Tower or, when the tower is closed, ascertain that the way is clear prior to entering the active runway.

- e. No aircraft may land or take-off on a taxiway or grass area without prior consent of the President, CEO or designee.
- f. Engine checks or run-ups prior to take-off shall be performed behind the runway hold lines.

#### **4.11.2 Aircraft Towing**

Without specific authorization and preceding training by the Airport Operations Department, no person(s) may tow or otherwise move an aircraft on the movement area of the Airport, unless it is under its own power. No person shall tow an aircraft onto or across any runway without escort from Airport Operations.

### **4.12 AIRCRAFT CARRYING HAZARDOUS CARGO**

Any person having knowledge of an aircraft carrying or suspected of carrying explosive materials or other hazardous cargo shall immediately notify the Authority.

#### **4.12.1 Landing or Taxiing Aircraft**

The pilot of any aircraft carrying hazardous cargo with passengers shall first unload passengers on the Airport terminal ramp away from buildings and other aircraft and then immediately proceed to an area designated, at the time, by the Authority. To enable subsequent moving of the aircraft with a minimum of delay, only engines affecting unloading of passengers shall be shut off.

#### **4.12.2 Inspection**

Inspection of the aircraft carrying hazardous cargo shall be the responsibility of the aircraft owner or his authorized agent and shall be accomplished immediately after parking and evacuation. The aircraft owner shall also be responsible for the subsequent declaration of safety or contamination of the aircraft as well as any required clean-up or disposal.

### **4.13 STAGE 3 NOISE LEVEL LIMITATIONS**

No aircraft shall depart the Airport between the hours of 2200 and 0700 at a noise level limit which exceeds the Stage 3 Noise Limits for take-offs as defined within the Federal Aviation Regulations, Part 36, as that Section existed on June 18, 1990 and determined without regard to the tradeoff stated in Section C36.5(b) of said Appendix, unless the aircraft is:

- a. A military aircraft;
- b. An aircraft in the service of a government or political subdivision;
- c. An aircraft being used in a medical emergency;
- d. An aircraft delayed due to unavoidable mechanical, weather, or air traffic control problems.

#### **4.14 DISABLED, DERELICT AIRCRAFT**

The owner or operator of any abandoned, disabled, or derelict aircraft or parts thereof wrongfully or improperly left on the Airport, shall at the direction of the Authority, remove the same at his/her own expense. If the owner or operator refuses to comply with such direction within a reasonable time, the Authority shall move said aircraft to such place for storage, at the owner's expense and without liability to the Authority for damage that may result.

#### **4.15 HELICOPTER OPERATIONS**

- a. Helicopter aircraft arriving and departing the Airport shall operate under the direction of the FAA Control Tower at all times while in the Airport traffic area.
- b. Helicopters shall not be taxied, towed, or otherwise moved with rotors turning unless there is a clear area of at least 25 feet in all directions from the outer tips of the rotors.
- c. Helicopter aircraft shall not be operated within 200 feet of any area on the Airport where unsecured light aircraft are parked.
- d. During landings and take-offs, helicopter aircraft shall not pass over any Airport building, structure, adjacent motor vehicle roadways, and parking areas while below 200 feet Above Ground Level (AGL).
- e. No helicopter shall hover-taxi on areas outside tenant leaseholds or taxiways and runways.

## **SECTION 5**

### **FIRE REGULATIONS AND FUEL HANDLING OPERATIONS**

#### **5.1 GENERAL**

All persons, aircraft, and commercial operators on the Airport shall be governed by and comply with all applicable codes and regulations relating to fire safety and fuel-handling whether they are current or hereafter promulgated by the Authority, and/or federal, state, or local government.

#### **5.2 FIRE REGULATIONS**

All persons shall comply with the following fire safety rules while on the Airport as required by Federal, State, County, and City Ordinances:

- a. No person shall smoke or light an open flame within 100 feet of any aircraft or within 100 feet of any hangar, refueling vehicle, fuel loading station, tank farms, or places with posted "No Smoking" signs. Smoking is permitted only in designated areas.
- b. No person shall start an open fire on the Airport without permission of the Authority.
- c. No person shall use flammable volatile liquids having a flash point of less than 1100 degrees Fahrenheit in the cleaning of aircraft, aircraft engines, propellers, appliances, or for any other purpose, unless such operations are conducted in open air or in a room specifically designed for such purpose. Such room shall be fireproof and equipped with adequate and readily accessible fire extinguisher apparatus.
- d. No person shall store material or equipment, use flammable liquids or gasses, or allow their tenant premises to be kept in such condition as to violate, in any manner, the existing fire code.
- e. Flammable materials, equipment, liquids, or gasses may be kept in an aircraft in the proper receptacles installed in the aircraft for such purpose.
- f. No person shall store flammable materials, equipment, liquids, gasses, paint thinners, fuels, or other volatile materials in a hangar unless such materials are stored in rooms or areas specifically designed for flammable storage or in Underwriter's Laboratory "UL" approved safety cans or closets with the single exception of one fuel container of a capacity not to exceed five (5) gallons (per the Self Fueling Rules and Regulations – See Appendix B).

#### **5.3 FUEL HANDLING REGULATIONS**

The following rules shall govern the refueling, defueling, oil service of aircraft, and the placing of fuels or dispensers:

- a. No person shall dispense fuel or oil or defuel an aircraft while any of its engines are running or while it is being warmed by external heat, without posting a properly trained person with a suitable fire extinguisher to observe the fueling operation.

- b. No person shall fuel or defuel an aircraft while any portion of the aircraft is inside, or standing under, the roof line of any structure of any building or hangar on the Airport.
- c. When a malfunction of refueling equipment is detected, all refueling shall immediately cease and the malfunction remedied. Any malfunction or irregularity detected on or within the aircraft being serviced shall immediately be brought to the attention of the aircraft owner or operator.
- d. Fueling pumps, meters, hoses, nozzles, fire extinguishers, and grounding devices used in the dispensing of fuel and oil shall be maintained in an operable condition at all times.
- e. No person shall engage in aircraft fueling or defueling operations without at least one, 10 pound or larger, dry chemical fire extinguisher rated "B" or "C" for flammable liquids readily accessible at the point of fueling (see Appendix B).
- f. No person shall perform or allow performance of any refueling operation during an electrical storm.
- g. No person shall operate any radio transmitter or receiver, or switch electrical appliances off or on in an aircraft during fueling or defueling.
- h. No person shall use any material or equipment which is likely to cause a spark or ignition during fueling or defueling of an aircraft. Devices which may create an electrical arc shall not be operated within 100 feet of any fueling operations (see Appendix B).
- i. No person shall start the engine of any aircraft when there is any fuel on the ground beneath such aircraft.
- j. All hoses, funnels, and appurtenances used in fueling and defueling operations shall be equipped with a grounding device to prevent ignition of volatile liquids.
- k. No air-carrier aircraft shall be fueled while passengers are on board unless a passenger loading device is in place at the cabin door of the aircraft, the aircraft door is in the open position, and a cabin attendant is present at or near the cabin door. No air-carrier aircraft shall be defueled while passengers are on board or the aircraft has a passenger loading device attached.
- l. No airborne radar equipment shall be operated or ground tested on any area wherein the directional beam of high intensity radar is within 300 feet, or low intensity (less than 50KW output) is within 100 feet of another aircraft, an aircraft refueling operation, an aircraft refueling vehicle, aircraft fuel, or a flammable liquid storage facility.
- m. During refueling or defueling, refueling vehicles shall be positioned so as to be readily driven away from the loading or fueling location in the event of fire. Not more than one refueling vehicle shall be positioned to refuel each wing of an aircraft and not more than two refueling vehicles shall be positioned to serve the same aircraft. When high capacity aircraft are refueled, additional refueling vehicles shall not be parked or positioned within 100 feet of the aircraft served and then only in areas approved by the Authority.
- n. Each fuel handling container or refueling vehicle shall be conspicuously marked with

the word "Flammable" on both sides of the container or refueling vehicle, and in the case of a vehicle, the rear of the cargo tank as well.

- o. Refueling vehicles shall be prohibited from crossing or operating on runways or from driving under any part of the terminal building or loading bridges.

#### **5.4 SELF FUELING OPERATIONS**

Persons desiring to service their aircraft ("Self-fuel") with gasoline or fuel normally used in automobiles ("Mogas") shall follow the Self Fueling Rules and Regulations as established by the Authority (see Appendix B).

#### **5.5 FUELING INSPECTION AND CERTIFICATION**

Persons handling fuel or involved in fueling operations with Aircraft shall be required to attend fire safety training and allow periodic safety inspections as required by the FAA and determined by the Authority. The Authority is the fire service provider authorized and empowered to act as fire marshal to enforce the "Florida Fire Prevention Code" (the "Code"); and Federal Aviation Regulations (FAR) 139.321, within the AOA. The ARFF Chief or other personnel designated by him are authorized to act as the "Jurisdiction Having Authority" (JHA) for the enforcement of the Code and all rules prescribed by the State Fire Marshal within the AOA, and for the inspection of fueling facilities of each Tenant fueling agent and dispensing vehicle per FAR 139.321. The Code, including but not limited to, National Fire Protection Association (NFPA) 10, 30, 407, 409, and 410, has been adopted by the Authority, and will be enforced as the minimum fire safety standards within the AOA. The Aviation Fuel Safety Standard Operating Guideline, which is attached as Appendix D, is incorporated into these rules by reference, contains implementing regulations for enforcing the minimum fire safety standards with respect to aviation fuel safety within the AOA.

#### **5.6 FUEL SPILL NOTIFICATION**

All persons handling fuel or engaged in fueling operations shall exercise due care to prevent fuel spills of any nature (see sections 6A & 6B of Appendix B "Self Fueling Rules and Regulations"). In the event of a fuel spill, the Authority and any agency having jurisdiction over such spills, including but not limited to the Florida Department of Environmental Protection (FDEP), the U.S. Environmental Protection Agency (EPA), and the Federal Aviation Administration (FAA), shall be notified immediately.

##### **5.6.1 Clean-up of Spillage**

Any person, including the owners or operators of aircraft, causing overflowing or spilling of fuel, oil, grease or other contaminants anywhere on the Airport shall be responsible for ensuring the immediate cleanup of such spillage. In the event of failure or refusal to comply with such cleanup, the spillage shall be cleaned up by the Authority at the responsible party's expense.

#### **5.7 DISPOSAL OF ENVIRONMENTALLY SENSITIVE MATERIALS**

All persons disposing of environmentally hazardous or toxic materials shall comply with all federal, state, and local laws and regulations governing this activity. At no time shall fuels, oils, dopants, paints, solvents, or acids be disposed of or dumped in drains, basins, ditches, or elsewhere on the Airport.

## **5.8 OTHER HAZARDOUS MATERIALS**

No person shall store, keep, handle, use, dispense, or transport at, in or upon the Airport any Class A or Class B explosives, Class A poison (as defined in the Interstate Commerce Regulations for transportation of explosives and other dangerous articles) or any other explosive or poisonous substances, liquids or gasses, any compressed gas or radioactive article, substance or material, at any time or place or in such a manner or condition as to endanger persons or property, and which has not been approved in advance by the Authority. Such prohibited substances include, but are not limited to: dynamite, nitroglycerine, black powder, fireworks, firearms and ammunition, blasting caps or other explosives, gasoline, alcohol, ether, liquid shellac, kerosene, turpentine, formaldehyde or other flammable or combustible liquids, ammonium nitrite, sodium chlorate, wet hemp, powdered metallic magnesium, nitrocellulose film, peroxides, other easily inflammable solids or other corrosive liquids, prussic acid, phosgene, arsenic, carbonic acid, potassium cyanide, tear gas, or lewisite.

## SECTION 6

### PUBLIC USAGE

#### 6.1 GENERAL

No person shall destroy, damage, deface, or disturb any building, sign, equipment, marker or any other structure, tree, flower, lawn, or other property on the Airport nor willfully abandon any personal property on the Airport.

#### 6.2 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 Authority.

#### 6.3 USE OF ROADS AND WALKWAYS

No person shall travel on the Airport other than on roads, walkways, or places provided for the particular class of traffic, or shall occupy the roads or walks in such a manner as to hinder or obstruct their proper use.

#### 6.4 ANIMALS

The Sarasota Manatee Airport Authority's goal is to ensure the safety and health of all passengers at our airport, and for this reason, specific rules for people traveling with animals at the Sarasota Bradenton International Airport have been established.

##### 6.4.1 Service Animals

Trained service animals are allowed in the Airport at any time in accordance with Federal regulations implementing Title II of the Americans with Disabilities Act (28 CFR Part 35) and Florida Statute s. 413.08(1)(d). A service animal is a dog (or miniature horse) that is trained to do work or perform tasks for an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability.

The work or tasks must be directly related to the individual's disability and may include, but are not limited to, guiding an individual who is visually impaired or blind, alerting an individual who is deaf or hard of hearing, pulling a wheelchair, assisting with mobility or balance, alerting and protecting an individual who is having a seizure, retrieving objects, alerting an individual to the presence of allergens, providing physical support and assistance with balance and stability to an individual with a mobility disability, helping an individual with a psychiatric or neurological disability by preventing or interrupting impulsive or destructive behaviors, reminding an individual with mental illness to take prescribed medications, calming an individual with posttraumatic stress disorder during an anxiety attack, or doing other specific work or performing other special tasks.

A service animal is not a pet.

The crime-deterrent effect of an animal's presence and the provision of



emotional support, well-being, comfort, or companionship do not constitute work or tasks for purposes of this definition. An individual with a disability has the right to be accompanied by a service animal in all areas of the airport that the public or customers are normally permitted to occupy.

To distinguish a service animal from a non-service animal, an individual with the disability accompanied by an animal may be required to confirm whether or not the animal is required because of a disability and what work or tasks the animal has been trained to perform.

The service animal must be under the control of its handler and must have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control by means of voice control, signals, or other effective means. The Airport may exclude or remove any service animal from the premises, if the animal is out of control and the animal's handler does not take effective action to control it, the animal is not housebroken, or the animal's behavior poses a direct threat to the health and safety of others. An individual with a disability is liable for damage caused by a service animal. The Airport assumes no responsibility for the care or provision of food or assistance with removing animal excrement.

#### **6.4.2 Non-Service Animals including Emotional Support Animals and Pets**

Non-service animals that can fit in a standard-sized cabin carrier, approximately 17"x10"x13", must be kept in the animal carrier while inside the terminal, except when using the animal relief area, even if an animal carrier is not required by the airline.

If the animal does not fit in a standard-sized cabin carrier, the owner must carry the animal at all times, except when using the animal relief area; if the animal is too large to carry, the animal must remain on a short, non-retractable leash that does not extend from the body of the handler by more than three feet.

The Airport may exclude or remove any animal from the premises, if the animal is out of control and the animal's handler does not take effective action to control it, the animal is not housebroken, or the animal's behavior poses a direct threat to the health and safety of others. The animal owner or handler is liable for damage caused by the animal and is responsible for cleaning up any mess made by their animal. Additionally, all messes (urination/defecation) must be reported to the Airport by using a white courtesy phone or by calling 941-359-2770 ext. 4300. The animal owner must remain at the location until a janitorial person arrives to confirm the safety of the area for other terminal occupants.

In accordance with the U.S. Public Health Service Food Code, Chapter 6-501.115, non-service animals are not permitted in food and beverage outlets. Non-service animals are also prohibited from using airport escalators.

Animals and their owners are subject to warnings and citations, which can come with a fine and/or removal from the terminal:

- 1) if the animal or handler violates Airport rules,
- 2) if the animal is not housebroken,
- 3) if the animal is not under the handler's control and the handler is not taking effective action to control the animal (e.g. animals that are growling, biting, nipping, barking, or exhibiting similar behavior).

#### **6.4.3 Animals Not Traveling**

Non-service animals are not allowed inside the airport terminal building unless they are traveling with their owner or being shipped by air.

#### **6.4.4 Interference with Government Working Dogs**

At no time is any animal in the airport allowed to be within 10 feet of a government working dog or allowed to interfere with the government working dog's task.

#### **6.4.5 Congregation of Birds or Other Animals**

No person shall feed or encourage the congregation of birds or other animals on the Airport or in the vicinity of the Airport.

#### **6.4.6 Hunting, Fishing and Trapping**

No person, other than those authorized by the Authority, shall hunt, fish, trap, pursue, catch, injure, or kill any animal on Airport property.

### **6.5 DISORDERLY CONDUCT/PROPER ATTIRE**

No person shall be or become intoxicated or drunk, commit any disorderly, obscene or indecent act, or commit any nuisance nor shall any person enter the Airport terminal building without wearing a shirt and shoes.

### **6.6 LOITERING AND REFUSAL TO COMPLY**

No person shall loiter on the Airport or in any building on the Airport; nor shall any person use the Airport, after such person has been denied the use of the Airport by the Authority except while traveling through as a passenger of limousine or taxi, as a customer of a rental car tenant, or while enplaning/deplaning as a passenger on an aircraft operating at the Airport. Any person who refuses to comply after proper request to do so by the Authority, shall be requested to leave the Airport and in the event of failure to comply with proper request shall be regarded as a trespasser.

### **6.7 WEAPONS AND EXPLOSIVES**

No person shall openly carry a handgun or carry a concealed weapon or firearm into the main passenger terminal or Sterile Area of the Airport, provided that no person shall be prohibited from carrying any legal firearm into the terminal, which firearm is encased for shipment for purposes of checking such firearm as baggage to be lawfully transported on any Aircraft. No person shall have within his possession, control, or about his person any weapon, destructive device, explosive, or firearm within the AOA or Secured/SIDA areas except in accordance with applicable Federal and State regulations. Law

enforcement officers and Wildlife Management Officers shall be exempt from these provisions when acting within the scope or course of their official duties as set forth in Federal, State, and Local Ordinances. General Aviation tenant pilots may carry weapons onto the AOA provided such weapons are unloaded and encased for transport purposes in the tenant's aircraft.

## **6.8 SMOKING/VAPING**

No person shall smoke, vape or use any electronic cigarette on the Apron, in any hangar, or in any other place on the Airport where smoking is specifically prohibited by means of posted signs. Smoking in public buildings shall be regulated by Florida Law.

## **6.9 PICKETING POLICY**

The Airport grounds and buildings are not a public forum. In order to assure that there is no disruption or interference with passengers and other users of the Airport, picketing, solicitation, and the distribution of literature and things is strictly prohibited in accordance with Sections 1.11, 1.14, 6.9.1, 6.10, 6.11, 6.12, and 6.13.

### **6.9.1 Freedom of Speech**

Any person desiring to engage in activities on the Airport other than in the Restricted Area, which activities involve the exercise of any rights or privileges guaranteed by the First Amendment to the United States Constitution, including picketing, shall be protected in such activities, provided that the activities do not constitute charitable, religious or commercial solicitation, do not interfere with the constitutional rights of others, do not interfere with the function of the Airport, and are conducted pursuant to the procedures as set forth in subsections 6.10 and 6.11.

## **6.10 EMPLOYEE ACTIVITY**

The Airport is the work site for employees of the Authority and tenants. Any person desiring to engage in picketing or exercising the First Amendment rights relating to employees' working on the Airport grounds must apply for a permit as provided in Section 6.11.

## **6.11 PERMITTING PROCESS AND PROCEDURES**

- a. Any person desiring to distribute literature, display signs or otherwise communicate with members of the public at the Airport, in the exercise of First Amendment rights, including picketing but excluding charitable, religious or commercial solicitation, shall first obtain a written permit from the President, CEO.
- b. The person requesting such permit shall submit a written application setting forth:
  - (1) The name, mailing address (no post office box number) and telephone number of the person and the organization sponsoring, promoting or conducting the proposed activities, and the person who will assume supervision of or responsibility for the activities;
  - (2) The subject matter and purpose of the proposed distribution or communication;
  - (3) The dates and hours during which the activities are proposed to be carried out

and the expected duration of the activities;

(4) The number of persons to be engaged in the activities at any given time;

(5) The specific location at the Airport where the applicant desires to conduct the activities;

(6) A statement that the distribution of printed matter or the display of any signs, is not for purposes of charitable, religious or commercial solicitation;

(7) A statement agreeing to indemnify and hold harmless the Authority, its officers, agents and employees against any claim that might be made against them by reason of activities conducted by the applicant pursuant to the permit.

- c. The permit shall be issued with reasonable promptness, not later than 5 days following receipt of the application by the President, CEO, or the applicant shall be furnished with a written statement within such period, indicating why the issuance of the permit was delayed or denied.

#### **6.11.1 Area of Activity**

a. Each permit issued by the President, CEO shall specify the Airport area or areas in which the applicant's proposed activities may be conducted. In making such determination, the President, CEO shall ensure that the proposed activities do not impede access to Airport facilities for Airport patrons and employees. The designation of such areas for picketing activities shall also be in compliance with state and federal laws regulating picketing by members and representatives of employee organizations.

b. The area designated by the President, CEO shall be subject to change upon written notice to the applicant when, in the judgment of the President, CEO, such change is necessary for the safe and efficient operation of the Airport. The President, CEO may cancel or suspend the permit, without prior notice, due to an emergency, overcrowded conditions, or for security reasons.

#### **6.11.2 Term of Permit**

Each permit shall be issued for a specified period not to exceed 60 consecutive days.

#### **6.11.3 Prohibited Conduct**

In conducting the activities pursuant to a permit, no person shall:

a. Obstruct, delay or interfere with the free movement of other persons;

b. Pin, tie or attach any flower or other symbol, insignia, article or object to the clothing, luggage, or vehicle of any person without his consent;

c. Assault or touch any person without his consent;

d. Obstruct or interfere with the conduct of authorized business of the Airport;

e. Use any musical instrument, noise-making device, sound or voice amplifying apparatus, engage in any singing or chanting, or do anything which will cause reduction in the effectiveness of the public address system or interfere with the

- business function of the Airport;
- f. Place a table, bench, chair, sign or other structure on Airport facilities;
- g. Post or carry any sign larger than 36" x 36";
- h. Verbally harass, threaten or intimidate any person; or
- i. Solicit or request the immediate payment or receipt of funds.

#### **6.11.4 Violations**

Any violations of the provisions of Sections 6.11.1 - 6.11.3, by any persons conducting activities pursuant to a permit, shall constitute grounds for termination of the permit. Prior to terminating the permit, the President, CEO shall advise the permittee, either verbally or in writing, of the alleged violation and the permittee shall be given an opportunity to present evidence that the violation did not occur. If no such competent evidence is presented by the permittee, the President, CEO or designee may forthwith terminate the permit by written notice to the permittee.

#### **6.12 CHARITABLE OR RELIGIOUS SOLICITATION**

No person shall engage in Charitable or Religious Solicitation on Airport property. This shall not preclude the Authority from sanctioning an annual employee campaign by a coalition of charitable organizations that pool efforts in fundraising and support, provided that such campaign is aimed solely at persons employed by the Authority or employed by participating Tenants, and does not seek to solicit Airport patrons.

#### **6.13 COMMERCIAL SOLICITATION**

No person shall engage in commercial solicitation at the Airport, unless such person holds an Airport permit for such activity.

#### **6.14 USE OF SOUND-AMPLIFYING DEVICES**

Any form of sound-amplifying equipment, except that which is essential for normal and pertinent Airport operations, shall be prohibited unless required for special occasions and/or authorized by the Authority.

#### **6.15 ACCESS TO RESTRICTED AREAS**

Access to Restricted Areas of the Airport shall be permitted only with the express consent of the Authority, for persons:

- a. Assigned to duty within a Restricted Area and entering such Restricted Area in accordance with the current Airport Security Program; or
- b. Under appropriate supervision and in possession of the appropriate tickets, passes, or other such items entering the apron for the purpose of enplaning or deplaning an aircraft.

Access to these Restricted Areas without security clearance pursuant to the Airport Security Program is a federal and state offense and shall subject the offender to criminal

prosecution and civil penalty.

#### **6.16 LOST AND FOUND**

Any person finding a lost article on the Airport shall deliver the article to the Airport lost and found office. Information regarding the found item shall be recorded by Airport personnel and items that remain unclaimed by their owner for more than ninety (90) days thereafter may, upon request, be turned over to the finder in accordance with Florida law. Nothing in this section shall be construed to deny the right of Scheduled Air Carriers or other tenants on the Airport, to maintain "lost and found" services for property of their patrons, guests, or employees. Articles to which the owner or finder is not entitled to lawful possession shall be forfeited to the Authority for disposal in accordance with the provisions of applicable Florida law.

#### **6.17 COINS IN THE FOUNTAIN**

All coins tossed into the fountain (waterfall) located in the terminal building shall become the property of the Authority.

#### **6.18 SIGNS**

Tenants shall be authorized to post signs on their premises, but only under the following conditions:

- a. the sign contains a Commercial Solicitation relating the business conducted on the Tenant's premises
- b. the sign is an allowed accessory use under the Tenant's agreement with the Authority, and approved by the Authority President, CEO
- c. the sign is compliant with any applicable signage regulations of the general purpose local government having land use jurisdiction. Persons exercising First Amendment rights under Section 6.11, shall have the right to display a hand-held sign pursuant to the terms of a permit secured therefore. No other signs shall be permitted on Airport property.

## SECTION 7

### TENANT USAGE

#### 7.1 GENERAL

Tenants shall comply with all policies, procedures, and practices promulgated from time to time by the Authority, including these Rules and Regulations.

#### 7.2 AIRPORT SECURITY

All persons using the Airport shall be subject to the Airport Security Program (ASP) issued by the Manager, Airport Operations, pursuant to 49 CFR Transportation Security Regulations Part 1542. The ASP contains Sensitive Security Information (SSI) that is controlled by 49 CFR Parts 15 and 1520. Unauthorized release of SSI may result in civil penalty or other action by TSA.

All tenants shall observe proper security procedures as required by the FAA, TSA, or as contained within the TSA approved Airport Security Program (ASP). Tenants shall specifically restrict their employees, agents, customers, guests, or licensees from entering upon any Restricted Area of the Airport without proper authorization issued by the Authority. In the event tenant's employees, agents, customers, guests, or licensees require access to Restricted Areas of the Airport, tenants shall provide any security escort, as required by these Rules and Regulations and the Airport Security Program, and tenants shall be responsible for any violations of these Rules and Regulations or the Airport Security Program by such persons.

##### 7.2.1 Sterile Area

All persons desiring to enter the Sterile Area shall be subject to security screening by the Transportation Security Administration (TSA).

##### 7.2.2 Restricted Area

- a. All persons and vehicles desiring to enter the Restricted Area shall be subject to random security screening.
- b. Only authorized and properly identified personnel and vehicles shall be allowed access into the Restricted Area. Any person who knowingly or willfully gains or allows another person unauthorized access into the Restricted Area by tailgating or piggybacking shall immediately be denied access to the Airport and shall be required to relinquish any key, gate card, identification media, or vehicle permit to the Authority.
- c. Unidentified or unauthorized personnel in the Restricted Area may be detained and/or removed by the President, CEO or designee. The President, CEO or designee may remove unidentified or unauthorized vehicles in the Restricted Area at the owner's expense.
- d. Security doors shall be kept locked or manned as required by the Airport Security Program. Tenants shall be responsible for doors or gates located in their leased areas. Any tenant that knowingly or willfully fails to control unauthorized access into the Restricted Area through doors located on its

tenant leased areas shall be denied permanent access to the Airport and shall be required to immediately relinquish any key, gate card, identification media, or vehicle permit to the Authority.

- e. The Airport reserves the right to deny issuance of, or revoke a person's Airport-issued access medium or identification system, if that person's actions, attitude or behavior are deemed to present a threat to the health, safety, security or welfare of the traveling public or any of the Airport tenants or employees. The Airport may deny the use of or access to Airport premises to that person in accordance with section 2.4.

### **7.2.3 Security Responsibility**

Employees and other persons who are employed or conducting business at the Airport may not:

- a. Tamper or interfere with, compromise, modify, attempt to circumvent any security system, measure, or procedure implemented under the Airport's ASP and TSA Requirements Section 1500 et al.
- b. Enter, or be present within, a Restricted Area without complying with the systems, measures, or procedures being applied to control access as defined in the Airport's ASP and TSA Regulations Section 1500 et al.
- c. Use or allow any Airport-issued access medium or identification system that authorized the access, presence, or movement of persons or vehicles in the Restricted Area in any other manner for which it was issued.

### **7.2.4 Security Violations**

In the event that violation of the Airport Security Program results in the levy of a fine or the imposition of an administrative cost against the Authority, the person committing such violations shall hold the Authority harmless with respect to such fine or imposition.

### **7.2.5 Payment of Violation**

Any monetary amount(s) imposed on a tenant shall be paid by the tenant within fifteen (15) days of written notice or the tenant shall lose all privileges of using the Airport and the Authority may initiate action to collect said amount from tenant.

### **7.2.6 Additional Security**

When an operator or owner of an aircraft desires to provide security guards or police officers to insure the security of the aircraft while on the Airport written prior permission from the President, CEO must be obtained.

## **7.3 MINIMUM INSURANCE REQUIREMENTS**

The Authority requires commercial operators and tenants who operate on the Airport to provide minimum insurance coverage, which shall name the Authority as additional insured. Tenants shall be responsible for providing to the Authority proof of insurance



coverage of the activities of their commercial subtenants or assignee. Minimum insurance coverage requirements for tenants are established by the governing body of the Authority through a public process which requires a Public Hearing. Tenant's minimum insurance coverage may include but is not limited to the following:

- a. Aircraft Liability - Each tenant operating an aircraft on the Airport shall carry, at its expense, aircraft liability insurance including its occupied premises in the amount established by the Authority for the entire period covered by any written agreement.
- b. Automobile Liability - Each commercial operator and tenant whose personnel are trained and authorized to operate any vehicle on the Airport shall carry, at its expense, Automotive Liability insurance covering all owned, leased, hired, borrowed or used automobile or vehicle so operated on the Airport in the amount established by the Authority in Appendix C.
- c. Commercial General Liability – Each tenant, commercial operator, and contractor operating on the Airport shall carry, at its expense, Commercial General Liability insurance including broad form contractual liability insurance, products/completed operations, independent contractors and broad form property damage in the amounts established by the Authority.
- d. Other Insurance - Each tenant who has in effect any written agreement shall carry, at its expense, all insurance required by that agreement in the amounts established by the Authority for the entire period covered by the written agreement.

#### **7.3.1 Notice of Cancellation**

With respect to the insurance requirements set forth in Section 7.3 of these Rules and Regulations, said policies shall provide that the Authority and the tenant shall be given a minimum of thirty (30) days written notice by certified or registered mail by the insurance company prior to cancellation, termination, or change in such insurance. If requested, the tenant shall provide the Authority with copies of the policies or certificates evidencing that such insurance is in effect and stating the terms of the coverage.

#### **7.3.2 Lapse in Insurance Coverage**

Any person or tenant, who does not maintain the required minimum levels of insurance and continues to operate on the Airport, shall be subject to immediate denial of access to the Airport. Any person who knowingly or intentionally delivers fraudulent, counterfeit, or otherwise invalid proof of insurance to the Authority shall immediately and permanently be denied access to the Airport. This regulation is in accordance with the Resolution Regarding Insurance Certificates adopted by the Authority on August 17, 1992.

### **7.4 ENVIRONMENTAL LAWS**

Each tenant shall comply with federal, state, regional, and local governmental laws, ordinances, regulations, orders, and rules protecting the environment from the direct or indirect results and impacts to the environment and natural resources due to, or in any way resulting from, the conduct by tenant of its operations on the Airport. Such environmental laws shall include, but not be limited to, the Federal Clean Water Act, Safe Drinking Water Act, Clean Air Act, Resource Conservation Recovery Act, Comprehensive

Environmental Response, Compensation, and the Liability (Superfund) Act of 1980.

#### **7.4.1 Environmental Indemnification**

Each tenant shall indemnify and hold harmless the Authority from and against any and all liability for fines and physical damage to property or injury or death to persons, including reasonable expense and attorney's fees, arising from or resulting out of, or in any way caused by such tenant's failure to comply with any law or regulation, now or hereafter promulgated for the purpose of protecting the environment. Each tenant shall cooperate with any investigation or inquiry by any governmental agency regarding possible violation of any environmental law or regulation.

#### **7.5 SANITATION**

No tenant shall dispose of or permit its employees or customers to dispose of garbage, papers, refuse or other material on the Airport except in the receptacles provided for that purpose; nor use a comfort station other than in a clean and sanitary manner; nor commit any unsanitary act on the Airport. All environmentally hazardous or toxic materials shall be disposed of in accordance with Section 7.4 of these Rules and Regulations. No vehicle used by a tenant 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 from blowing, dropping, sifting, leaking, or otherwise escaping.

##### **7.5.1 Trash Containers**

The Authority designates areas for trash or garbage containers. No tenant shall dispose of such materials in areas other than those designated. Tenants shall keep such areas clean and sanitary at all times. No tenant shall keep trash containers uncovered in any area.

#### **7.6 STORAGE OF EQUIPMENT**

No tenant on the Airport shall store or stack material or equipment in such a manner as to constitute a hazard to personnel or property. Tenants shall park and keep equipment in a neat and orderly manner and shall not permit receptacles, chests, cases, or housings to remain open on the apron or ramp without the express approval of the Authority.

All vehicles, equipment, and furniture shall be stored only in leased or designated areas, and shall not obstruct any pedestrian walkways or vehicle roadways.

#### **7.7 MAINTENANCE**

Each tenant shall maintain its leased property in such condition of repair, cleanliness, and general maintenance as shall be acceptable to the Authority and in accordance with its individual agreements.

Each tenant shall maintain its equipment and/or vehicle in clean and operational condition and in accordance with section 3.8.

#### **7.8 DAMAGE TO PROPERTY**

Each tenant shall be fully responsible for all damages to buildings, equipment, real

property, and appurtenances in the ownership or custody of the Authority or others caused by negligence, abuse, or carelessness on the part of the tenant's employees, agents, customers, visitors, suppliers, or persons with whom the tenant does business. The tenant shall be financially responsible for the cost incurred by the Authority in repairing the damage.

#### **7.9 CLEANING FLOORS**

Each tenant shall keep the floors of the hangar, hangar areas, apron, and ramp areas or any area used or leased by tenant in its operations, clean and clear of oil, grease, and other materials or stains except as may be permitted in the tenant's agreement with the Authority. The use of volatile flammable solvents for cleaning floors shall be prohibited. The tenant shall be financially responsible for any repairs or cleaning incurred by the Authority.

## **SECTION 8**

### **COMMERCIAL ACTIVITIES**

#### **8.1 GENERAL**

No person shall conduct or engage in any commercial activity of any type on the Airport without prior consent of the Authority. FBOs may sublease their space for commercial activities without prior consent from the Authority. The FBO remains responsible to the Authority for the activities of their subtenants. All commercial operators must comply with these Rules and Regulations.

#### **8.2 USE OF AIRPORT FACILITIES**

No person, for any commercial purpose, shall use or occupy any Airport facility other than taxiways and runways, without an agreement with the Authority.

#### **8.3 POSTING OF SIGNS**

No person shall post, or display, in any public Airport facility or within public view, a commercial sign or advertisement without prior express consent of the Authority. No tenant may place a sign or advertisement on its leasehold without the approval of the Authority. Such approval shall not be granted unless the sign or advertisement complies with the tenant's contractual rights and obligations; and, further, provided such activity does not adversely effect the overall operation of the Airport or the rights of other tenants on the Airport.

#### **8.4 COMMERCIAL AIRCRAFT ACTIVITIES**

The Authority reserves the right to establish fees for use of the AOA and review them whenever necessary, or upon expiration of any agreement. Such fees shall include, but are not limited to, landing fees, apron rental, fuel flowage, or any other charges applicable to Commercial Aircraft operations on the Airport.

##### **8.4.1 Landing Fees - Air Carrier Aircraft**

The schedule of rates and charges for all Air Carriers shall be set by the Authority and adjusted periodically or upon expiration of any applicable agreement with the commercial aircraft user.

#### **8.5 AERONAUTICAL RELATED ACTIVITIES**

No person, other than FBOs and airlines, shall employ the services of a certified flight instructor, certified airframe or powerplant mechanic, or authorized inspector unless such instructor, mechanic, or inspector is in the full time employment of said person owning the aircraft or is otherwise an employee of a Fixed Base Operator.

Aeronautical activities at the Airport shall only be rendered by operators who meet the Minimum Standards for Aeronautical Activities at SRQ.

### **8.5.1 Banner Towing**

The use of air transportation for hire for the purpose of aerial advertising and banner towing is not permitted at the Airport due to safety and incompatibility with other commercial or private operations.

## **8.6 GROUND TRANSPORTATION**

Ground transportation shall be regulated by the Ground Transportation Operating Rules and Regulations attached hereto as Appendix A.

# **APPENDIX A**

## **GROUND TRANSPORTATION OPERATING RULES AND REGULATIONS**

**This document is periodically revised.  
A current copy can be viewed on the  
airport's website at [www.srq-airport.com](http://www.srq-airport.com)**

# **APPENDIX B**

## **SELF-FUELING RULES AND REGULATIONS**

**This document is periodically revised.  
A current copy can be viewed on the  
airport's website at [www.srq-airport.com](http://www.srq-airport.com)**

# APPENDIX C

## INSURANCE REQUIREMENTS

This document is periodically revised.  
A current copy can be viewed on the  
airport's website at [www.srq-airport.com](http://www.srq-airport.com)



# **APPENDIX D**

## **Airport Rescue And Fire Fighting Fuel Safety Inspection Guidelines**

**This document is periodically revised.  
A current copy can be viewed on the  
airport's website at [www.srq-airport.com](http://www.srq-airport.com)**