

**ORDINANCE ADOPTING
RULES AND REGULATIONS
FOR SCHAUMBURG REGIONAL AIRPORT**

WHEREAS, the Village of Schaumburg is a municipal corporation created pursuant to Illinois statutes (hereinafter the "Village"), which is managed by a Board of Trustees. The Schaumburg Park District is also an independent municipal corporation. By agreement, the two entities created the Schaumburg Regional Airport Advisory Commission (hereinafter "Airport Commission") and jointly appointed it as the advising body for the Schaumburg Regional Airport. The Village owns and operates the Schaumburg Regional Airport located in the Village of Schaumburg, Illinois (hereinafter the "Owner"). The requirements for policing the Airport are necessarily distinct and different from those for other local governments. Strict and detailed control, particularly of the operational and other working areas, must be exercised and must be based on the municipal ordinance power of the Village in order to be enforceable. The administration of the Rules and Regulations contained within this ordinance is the responsibility of the Airport Manager acting as an agent for the Village of Schaumburg (hereinafter "Manager") retained by the Village as the Owner of the Airport. Further, areas of the Airport to which the general public cannot be allowed free access, for reasons of safety, security and noninterference with Airport operations, must be distinguished from those to which the public has unrestricted access, including Airport roads, public vehicular parking areas, and General Aviation terminal areas. Reference herein to certain areas as those to which the public has, or does not have, access for general purposes, or similar phrases, is not to be construed as limiting or qualifying the public purposes character of the Airport.

WHEREAS, the President and Board of Trustees deem it necessary to create such Rules and Regulations for:

- A. The management and administration of those portions of the airport to which access by the public is restricted.
- B. The policing of those areas of the Airport open to the public for general use.
- C. The establishment of the duties of the Village Police Department and Fire Departments on or in connection with the Airport, other than on areas open to the public for general use. This includes processing complaints filed with those departments by the Airport Manager.

NOW, THEREFORE BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF SCHAUMBURG:

SECTION ONE: For the purpose of this ordinance the following definitions shall apply unless the context clearly indicates or requires a different meaning:

A. *Aircraft* -

Any contrivance now or hereafter used or designed for navigation or flight in the air including but not limited to airplanes, lighter than air aircraft, helicopters, gliders, amphibians and sea planes, including component parts.

1. Small aircraft shall have a gross weight of less than 12,500 pounds.
2. Large aircraft shall have a gross weight of more than 12,500 pounds.

B. Airport Layout Plan -

The plan of an airport showing the layout of existing and proposed airport facilities.

C. The Schaumburg Regional Airport (Airport) -

All land lying within the property boundaries depicted on an approved airport layout plan containing all landlord improvements owned by the Village of Schaumburg and designated for use as an air navigational facility. The facilities and boundaries of which may be modified from time to time. This facility does not include leased Park District land and is not included in this definition.

D. Airport Manager -

Person (or designee) retained by the Owner to oversee activities at the Airport. This person will be the Village authority designated to have jurisdiction over all Airport issues and will be the one who requests assistance from other Village offices.

E. The Schaumburg Regional Airport Advisory Commission -

The official airport advisory commission is comprised of two members of the Village, two members of the Park District and one member each from the Village of Roselle, Hoffman Estates and Hanover Park.

F. Airport Hazard -

Any manmade structure or object of natural growth, located on or in the vicinity of an airport, or any use of land near an airport which is hazardous to the use of such airport for the landing and take-off of aircraft.

G. Airport Operation Hazard Zone -

The territory outside the Airport lying within a distance of two miles of the perimeter of the Airport premises.

H. Airport Rules and Regulations -

The provisions of this ordinance.

I. Charter Flights -

Those flights on which cargo and/or passengers are carried for hire.

J. Commercial Activity -

Any and all activity, including commercial aviation activity, conducted at or from the Airport by any person in which any product is sold or exchanged or any service is provided to users of the Airport and its facilities for monetary gain or exchange of goods or services.

K. Commercial Aviation Activity -

Any and all activity conducted at or from the Airport by any person in furtherance of commercial aviation, including a Fixed Base Operation, maintenance, storage, repair or servicing of aircraft or the component parts of aircraft, aircraft sales, the provision of scheduled or non-scheduled air carrier passenger, charter flights, freight, express package, courier, or mail service, student flight instruction, communications, aerial photography and mapping, or any other commercial flight operation.

L. Commercial Operating Permit -

A written instrument under which the Manager grants to a person the authority to engage in a temporary commercial activity at the Airport.

M. Commercial Photography -

Any photography for any purpose at, from or of the Airport which would be construed as a commercial activity.

N. Emergency Vehicles -

Any vehicle of the police or fire departments, ambulances or any vehicle transporting an Airport official or employee in response to an emergency call on the Airport.

O. Fixed Base Operation -

An operation conducted at the Airport under an existing Airport Lease to furnish some or all of, but not limited to, the following services: storage and/or tie-down of aircraft, the repair and/or maintenance of aircraft, the sale of new and/or used aircraft, aircraft parts or equipment, the repair sale and/or maintenance of aircraft radios, instruments and/or electronic equipment, aircraft charter, rental and/or lease, flight instruction, and the sale of aviation fuels and other petroleum products.

P. Flying Club -

A not-for-profit corporation organized and/or operated for the purpose of providing flight instruction for its members only, and/or providing aircraft for use by its members only.

Q. Fuel Storage Farm -

Those portions of the Airport designated temporarily or permanently by the Manager as areas in which gasoline, jet fuel, or any other type of fuel incidental to the operation of the Airport may be stored.

R. *Turbo Prop Aircraft* -

Any and all aircraft which accomplish motion by means of a gas turbine engine having a turbine driven propeller whose thrust may or may not be supplemented by that of hot exhaust gases issuing in a jet from the engine itself.

S. *Turbo jet aircraft* -

Any and all aircraft which are not propeller driven and which accomplish motion entirely as a direct reaction of the thrust of an engine.

T. *Motor Vehicle* -

Automobiles, trucks, buses, motorcycles, tractors, refuelers and any other device that is self-propelled.

U. *NOTAM* -

Notice to airmen as from time to time issued by the Manager and published by the FAA.

V. *Operational Area and Airport Operational Area ("AOA")* -

That area of the Airport, including runways and taxiways, designated by the Manager to be used or intended to be used for aeronautical activity, including the landing, take-off, runup, or surface maneuvering of aircraft and which areas have not been leased to anyone for their exclusive use, and other areas adjacent to the runways and taxiways.

W. *Operator* -

Any person responsible for or in control of, any aircraft on, or in the vicinity of the Airport for any purpose whatsoever.

X. *Person* -

Any individual, firm, partnership, corporation, association, company, (including any assignee, receiver, trustee or similar representative thereof), the United States of America, any foreign government, or any state or political subdivision thereof.

Y. *Petroleum Products* -

Any aircraft or motor vehicle fuel or lubricant.

Z. *Public Aircraft Parking Area* -

Those portions of the Airport designated and made available temporarily or permanently by the Manager to the public for the parking or storage of aircraft.

AA. Public apron areas -

Those portions of the Airport designated and made available by the Manager to the public for the loading or unloading of passengers and/or cargo onto or from the aircraft.

BB. Public Aircraft Facilities -

The following facilities as from time to time provided and made available by the Owner for public use by all aircraft and their operators.

1. Runways for the purpose of the landing and taking-off of aircraft.
2. Taxiways for the purpose of the ground movement of aircraft.
3. Aircraft parking areas for the purpose of temporarily parking and storing aircraft; for the purpose of loading and unloading passengers, baggage, freight, mail, and other cargo onto or from aircraft, and for the purpose of performing operations incidental to the immediate arrival and departure of aircraft.
4. The area in the vicinity of the ramp or apron except that portion under lease to operators (and any future additions thereto and improvements thereto) which space is provided for the purpose of loading and unloading passenger, baggage, freight, mail, and other cargo onto or from aircraft for the purpose of performing operations incidental to the immediate preparation of aircraft for departure, such as servicing with fuel and preflight inspection, and for the purpose of parking mobile equipment actively used in connection with the foregoing.
5. Any other area provided by the Owner for public use by aircraft operators.

CC. Public Vehicular Parking Area -

Those portions of the airport designated and made available by the Manager to the public for the parking of vehicles.

DD. Refueler -

Any vehicle used on the Airport for the refueling of aircraft and the use of which is authorized by permits issued by the Manager.

EE. Refueling -

The transporting and dispensing of aviation petroleum products on the airport for the purpose of fueling and defueling of an aircraft at the Airport.

FF. Vehicle -

Automobiles, trucks, buses, motorcycles, tractors, refuelers, bicycles, pushcarts and any other device other than aircraft in or upon which any person or property is or may be transported, carried or drawn upon land.

SECTION TWO: All persons shall be governed by the Rules and Regulations prescribed herein while on or occupying any area of the Airport. They shall also be required to comply with the orders and instructions of the Manager, as from time to time promulgated, relative to the use and occupancy of airport property and airport facilities.

After one warning the Manager may remove or evict from the Airport premises any person who knowingly or willfully violates any rules or regulations prescribed herein, any rule or regulation in effect by the Federal Aviation Administration (FAA), and the Illinois Department of Transportation, Division of Aeronautics, of the State of Illinois, the Village of Schaumburg, and any orders or instructions of the Manager or the Airport Commission.

The Village, Park District, Airport Commission and the Manager assume no liability for aircraft using the facilities of the Airport; nor do these parties assume any liability for injury to persons while on the Airport or while using the facilities of same.

SECTION THREE: No person shall operate any motor vehicle of any kind on the Airport unless in possession of a valid State or Federal operators license and who is approved by the Manager to operate vehicles on the airport operating area.

No person shall operate any motor vehicle in any Airport ramp area or landing and taxiing area without having first registered the motor vehicle with, and obtained permission from, the Manager.

No person shall park any motor vehicle in any area where parking is prohibited (See Section 400.5). Permission may be obtained from the Manager for parking in such areas for the loading and unloading of luggage, equipment, or cargo etc., but no such permission is hereby given or implied.

No person shall operate a motor vehicle at a speed in excess of 15 miles per hour in ramp, apron, hangar, aircraft parking or motor vehicle parking areas of the Airport.

All persons operating vehicles shall obey the speed limits and directions posted on traffic signs and signals on Airport property..

No long term storage of motor vehicles will be permitted in hangar units on the Airport property.

No person shall operate a motor vehicle in any hangar on Airport property unless the vehicle is equipped with exhausts protected by screens or mufflers designed to prevent the escape of sparks or the propagation of flame.

Vehicular traffic on Airport property shall yield the right of way to pedestrians and aircraft at all times and in all areas.

All vehicles shall pass to the rear of aircraft on which the engine(s) is operating.

All motor vehicles operating in the landing and taxiing area shall be equipped with two-way radio and be in continuous communication with the Unicom with the exception of the following types of equipment:

- A. Off-airport equipment while attending an accident.
- B. Agricultural and maintenance equipment not engaged in working on runways or taxiways. The Unicom must be kept informed of the general area in which the equipment is working.

Any motor vehicle not equipped with a two-way radio shall not operate within the landing area until prior permission is received from the Manager or designated representative and then it must observe all reasonable safety precautions.

The installation of two-way radios does not permit the operation of vehicles on the Airport without prior permission from the Manager or his designee.

All non-emergency motor vehicles dedicated to the airport shall be equipped with orange flashing beacon lights and must be in use during vehicle operation on taxiing or landing area.

No person shall make any repairs to motor vehicles anywhere on the Airport other than in designated shop areas.

No person shall park a motor vehicle in any area other than those areas specifically provided and established for parking by the Manager.

No person shall park a motor vehicle in any manner in any parking area other than in the position designated by marked lines or posted signs.

No motor vehicle shall be parked in any area posted by official signs prohibiting parking.

All fines for violations of parking restrictions shall be assessed according to the fine schedule of the Village Municipal Code (Chapter 10, § 37).

Except at the direction of a Village official, public safety personnel or the Manager, no person shall stop, stand or park a motor vehicle at any time in any of the following Airport areas:

- A. All areas designated as emergency lanes. The following areas are so designated and are required to be kept open at all times to ensure unimpeded movement of fire fighting and other emergency equipment for the safety of persons and property of the Airport:

All ramp areas between or adjacent to hangars designated for aircraft storage and all aisles between rows of aircraft tie-down parking spaces, and adjacent to buildings where signed.

- B. All areas on the Airport designated as controlled access areas for vehicles. Controlled access areas are used for the operation and parking of aircraft, including runways, taxiways, ramps and all areas fenced for use by aircraft.
- C. All airport roadways. Standing and parking are prohibited at all times on Airport roadways.
- D. On a temporary basis the Manager may designate in writing additional areas where stopping, standing and parking is prohibited because of hazard and/or to allow snow removal.

Parking Restrictions:

The following classifications are hereby adopted:

- A. Reserved Parking: Those areas of the Airport parking lot which are designated as reserved for designated key personal, government employees, and for special licensees of the Owner, including automobile rental companies.
- B. Handicap Parking: It shall be unlawful for any person, firm or corporation to park or cause to be parked any motor vehicle in a parking space designated for handicapped parking unless such vehicle shall display a decal or other identification sign designating the vehicle as operated by a handicapped person. Such identification may consist of a decal or card issued by the Township in agreement with the Northwest Municipal Conference and/or shall also include handicapped license plates issued by the State of Illinois or another state. (Schaumburg Municipal Code Chapter 10,§ 72.05)

Parking Signs:

The Manager shall cause to be installed appropriate signs, devices, marks and lines identifying each area where parking is prohibited or restricted by these Rules and Regulations.

Authority to impound and remove vehicles:

- A. Police personnel and the Manager are hereby authorized to remove, or cause to be removed, any vehicle from any location on the Airport premises to the nearest garage or other place of safety, or to a garage designated by the Manager, under the following circumstances:
 - 1. When any vehicle is left unattended in an emergency lane or controlled access area of the Airport.
 - 2. When any vehicle parked on the Airport premises is so disabled as to constitute an obstruction to traffic and the person or persons in charge of the vehicle are unable or unwilling to provide for its custody or removal.
 - 3. When any vehicle is left illegally parked so as to constitute a hazard or obstruction to the normal movement of traffic.
 - 4. When any vehicle is parked in the same location in the Airport parking lot or any other location on the Airport premises for more than seven (7) days without prior permission, it may be presumed abandoned and may be removed at the direction of the Manager. Any vehicle to be removed under this section shall be removed as outlined herein.
 - 5. When any vehicle is parked in a location on the Airport where its presence impairs the performance of required snow removal or necessary repairs or maintenance, the Manager may impound the vehicle or direct that it be removed as provided herein.
- B. Whenever an authorized person removes or causes to be removed a vehicle as authorized in this section and knows or is able to ascertain the name and address of the owner

thereof, he or she will cause the stolen motor vehicle files of the State Police to be searched by a directed communication to the State Police for stolen or wanted information on the vehicle. When the State Police files are searched with negative results, the information contained in the National Crime Information Center (NCIC) files will be searched. The information determined from these record searches will be returned to the Schaumburg Police Department for use in sending a notification by certified mail to the owner or legally entitled person advising where the vehicle is held, requesting a disposition be made and setting forth public sale information. Exceptions to a notification by certified mail to the registered owner or other legally entitled person are set forth in § 90.09.

- C. When the Police Department authorizes the impounding of a vehicle and does not know the identity of the registered owner or other legally entitled person, the Police Department will cause the vehicle registration records of the state to be searched by the Secretary of State for the purpose of obtaining the required ownership information.
- D. When a vehicle removal from either public or private property is authorized by the Police Department, the owner of the vehicle will be responsible for all towing and storage costs.
- E. When a vehicle is authorized to be towed away as provided in § 90.04, the police headquarters or the office of the law officer authorizing the towing shall keep and maintain a record of the vehicle towed, listing the color, year of manufacture, manufacturer's trade name, manufacturer's series name, body style, vehicle identification number and license plate year and number displayed on the vehicle. The record shall also include the date and hour of tow, location towed from, location towed to, reason for towing and the name of the officer authorizing the tow.

No motor vehicle shall load or unload passengers at the airport in any area other than those designated by the Manager. Motor vehicles owned or operated by any ground transportation service for hire and used to transport, load, or unload passengers shall not operate on the Airport without permission of the Manager.

All ground operating motor vehicles shall be governed by the rules and regulations prescribed herein while on or occupying any area of the Airport. They shall also be required to comply with the orders and instructions of the Manager, as from time to time promulgated, relative to the use and occupancy of airport property and airport facilities. Any violation of Section Three of these Rules and Regulations shall be punishable by a fine up to \$500. (VB Approved 3/12/97)

SECTION FOUR: All aeronautical activities at this Airport and all flying of aircraft departing from or arriving in the air space above this Airport shall be conducted in conformance with the current provisions of the FAA and these Rules and Regulations.

The owners of all aircraft based on the Airport shall register their aircraft with the Manager. Any change in ownership shall require a new registration. Anyone authorized to do business on the Airport and owners of hangar facilities shall register all aircraft based on or in their facilities and all their owned aircraft when such aircraft are based on the Airport.

No person shall operate any aircraft from the Airport that is not fully registered and certified by the State of Illinois and the FAA in accordance with all applicable Federal, State and local laws, rules and ordinances.

Failure to make payment for use of Airport facilities, hangar or Tie-down fees or other charges levied by the Owner shall constitute a violation of the Rules and Regulations.

On any occasion where there are reasonable grounds for such action, the Manager may temporarily delay or restrict any flight or other operations at the Airport.

In the event the Manager believes the conditions of the Airport or any part of the Airport to be unsafe for landings or take-offs, it shall be within his authority to issue a NOTAM closing the entire Airport or any part thereof, in accordance with Federal and State laws and regulations.

The Manager is hereby granted authority to immediately remove any disabled or damaged aircraft or parts thereof, at the owner's or operator's expense, without liability for damage which may result in the course of removal or subsequent to such removal, if such disabled or damaged aircraft constitutes a hazard to persons or property.

If such disabled or damaged aircraft constitutes a nuisance to persons or property, the Manager shall place notice of his intention to remove such aircraft or parts thereof in plain view on such aircraft or parts thereof and is hereby granted authority, 48 hours after such posting, to remove such aircraft or parts thereof to a suitable location at the owner or operator's expense.

For a violation of this section, the Manager shall place notice of his intention to remove any aircraft or parts thereof then located at any Airport facility, hangar or Tie-down area of such aircraft or parts thereof and is hereby granted authority, 48 hours after such posting, to remove such aircraft or parts thereof to a suitable location at the owner's or operator's expense and impound such aircraft or parts thereof.

The Manager may determine and collect from the owner or operator, prior to release of the aircraft or parts thereof, appropriate charges for such removal, impoundment and storage.

The aircraft owner can perform repairs pursuant to FAA Regulation Part 43 or as allowed under Federal Aviation Regulations. No other type of repair is permitted.

Hangar spaces to be leased on a month to month basis for aircraft storage. Hangar tenants are required to live up to and abide by the terms of their hangar lease.

No aircraft may be parked in any emergency lane as set forth in this section or in any other area of the Airport other than that prescribed by the Manager.

No experimental test flight or ground demonstrations shall be conducted on the Airport without the express approval of the Manager.

No provision of the Rules and Regulations is intended to prohibit normal activities of experimental aircraft as defined by the Federal Aviation Regulations.

All aircraft operating on the Airport equipped with two-way radio are requested to monitor the local Unicom frequency.

Pilots operating two-way radio equipped aircraft are requested to broadcast their intentions on the Unicom frequency.

No aircraft shall taxi until the operator has ascertained by visual inspection of the area that there will be no danger of collision with any person or object in the immediate area.

No aircraft shall be operated in a careless or reckless manner, nor shall any aircraft be taxied at a speed that is not reasonable and safe.

No person shall start or operate an engine(s) installed on an aircraft unless a licensed pilot or qualified A & P mechanic is in the aircraft attending the engine controls. Blocks shall always be placed in front of the wheels before starting the engine(s) unless the aircraft is equipped with adequate brakes and the brakes are set prior to engine(s) start.

No person shall run the engine(s) of any aircraft at any location on the Airport in such manner as to cause damage to other aircraft or property or in such manner as to constitute a hazard to persons or property.

No aircraft shall engage in banner towing activities at the Airport or within the airport traffic pattern in the vicinity of the Schaumburg Baseball Stadium.

Fixed wing aircraft will land and take-off only on runways or areas of the Airport that may be designated for such operations by the Manager.

Rotary wing aircraft will land and take-off only on areas of the Airport that may be designated for such operations by Manager.

Pilots shall use procedures that result in minimum noise to surrounding residential areas. This includes, but is not limited to, avoiding low altitude maneuvers. Optimum power setting and maximum altitudes shall be maintained when consistent with safety. Flights over populated areas shall be avoided to the extent consistent with safety.

No person shall land or take-off an aircraft in the airport operation hazard zone except under the following circumstances:

- A. Emergency.
- B. Landing and take-off of helicopters for emergency medical, humanitarian, military or governmental purposes.
- C. With prior approval of the Airport Manager.

Helicopters shall not operate within 100 feet of any area where light aircraft are parked or operating.

Prior authorization is required before air ships, dirigibles, motorless aircraft or aircraft with a single wheel load in excess of 15,000 pounds may land or take-off at the Airport.

Unless otherwise authorized by the manager, each person operating an aircraft departing from the Airport shall use Taxiway A1 or Taxiway A5 to access Runway 11/29 and begin normal takeoff procedures in immediate proximity to Taxiway A1 or Taxiway A5. Runway access from Taxiways A2, A3 and A4 for the purposes of normal takeoff is prohibited.

No person shall engage in any business or commercial activity of any nature whatsoever on Airport property without the approval of the Manager and under such terms and conditions as may be prescribed by the Village.

The type and scope of business allowed to be conducted and the limitations and conditions of said business shall be specified in the written consent granted to the applicant. Said consent may be included in a contract, lease or other document which shall specify the fees and charges to be paid to the Owner by the applicant.

All applications to do business at the Airport shall be submitted in writing to the Manager who will present the request to the Airport Commission for approval. Applications will be in conformity with Airport Rules and Regulations in effect at the time the application is submitted.

The approval by the Owner for any person doing business at the airport may be revoked if that entity has:

- A. Violated the Rules and Regulations of the Airport currently in effect at the time of the violation; or
- B. Failed or ceased to meet the Minimum Requirements for Airport Aeronautical Services currently in effect; or
- C. Failed to comply with any requirement or condition stated in the written consent by the Village to do business at the Airport; or
- D. Failed to make timely payment of any charge or fee due to the Owner.

Any person engaging in any business, commercial activity or storage of aircraft on the Airport shall carry insurance for the protection of its customers, guests and invitees and for the protection of the Village and their officers, agents and employees. The type and amount of this coverage shall be as established in the commercial operating permit, contract, lease or other written agreement with the Village or the Manager. The Village, Park District and Airport Commission shall be named as additional insured for all such activities.

Any person engaging in commercial activity on the Airport shall accept all the operational and financial responsibilities of its commercial activity and defend, indemnify and hold harmless the Owner, officers, agents and employees of the Village, Park District and the Airport Commission from any liability resulting from such commercial activity.

No person or firm shall engage in flight instruction at the Airport without prior permission from the Manager. Permission is contingent upon flight instructors registering their certified flight instructor certificate with the office of the Manager, and submitting a certificate of liability insurance as required by the "Minimum Requirements for Airport Aeronautical Services" and naming the Village, Park District and Airport Commission as an additional named insured. The certificate shall provide that the insurance cannot be canceled or materially altered without thirty (30) days prior written notification to any of the insured.

Persons holding only a student pilot permit will not be permitted to solo an aircraft from the Airport unless under the supervision of a pilot holding a valid certified flight instructors certificate.

SECTION FIVE: No person shall keep or store any inflammable liquid, gases, signal flares or other similar material in the hangars or in any building on the Airport. However, such materials may be kept in the proper receptacles installed in the aircraft for such purpose, or in rooms or areas specifically approved for such storage by the Manager and in Underwriter's approved safety containers.

No person shall keep or store containers of lubricating or waste oils in or about the hangars unless such material is kept in rooms specifically designated for oil storage in accordance with all applicable fire codes and Environmental Rules and Regulations.

Lessees shall provide suitable metal receptacles with self-closing covers for the storage of waste, rags, and other rubbish. All used waste, rags or other rubbish shall be removed by the lessees daily, or in regular scheduled pickups, but not less than once each week.

Each user of the Airport is responsible for preventing the improper storage or disposal of toxic materials or contaminants resulting from his/her use of the Airport and shall dispose of all such waste at dumpsites designated by the Airport Manager.

Each commercial lessee, upon termination of his/her lease or otherwise vacating the leased premises, shall provide the Airport Manager with a certification as to the environmental condition of the premises with respect to toxic materials and contaminants.

Fueling operations shall be conducted in compliance with all Federal, State and local regulations.

The following Federal rules govern the fueling and defueling of aircraft:

No aircraft shall be fueled or defueled while the engine(s) is operating or is being preflight-heated by application of exterior heat, or while such aircraft is in a hangar or enclosed space.

No person shall smoke or carry lighted smoking materials within 100 feet of an aircraft being fueled or defueled.

No person shall operate any radio transmitter or receiver, or switch any electrical power on or off in an aircraft during fueling or defueling.

During refueling, the aircraft and the fueling dispensing apparatus shall both be grounded to a point or points of zero electrical potential.

All hoses, funnels and appurtenances used in fueling and defueling operations shall be equipped with a grounding device to prevent ignition of volatile liquids.

Adequate fire extinguishers, approved by the National Fire Protection Association, shall be readily accessible to all persons engaged in fueling or defueling of aircraft.

Fueling hoses and equipment shall be maintained in a safe, operable and non-leaking condition and shall be approved by the National Fire Protection Association.

No person shall use any material during fueling or defueling of aircraft which may cause a spark or be a source of ignition.

No aircraft shall be fueled or defueled while passengers are on board the aircraft unless the aircraft door is in open position and an attendant is present at or near the cabin door and, if normally required for ingress and egress to the cabin, a passenger loading ramp is in place.

Persons engaged in the fueling and defueling of aircraft shall exercise care to prevent overflow of fuel. Persons responsible shall take proper measures to remove and dispose of volatile liquids when they are spilled during transfer. In the event of fuel spillage the Manager shall be notified. The person responsible for the spillage shall recover and dispose of such material in compliance with all applicable Federal, State and local environmental laws and regulations and to the satisfaction of the Manager.

Unless with written approval from the Airport Administrator, self-fueling must be performed at the Airport's self fueling facility.

No refueling vehicle shall be parked on the ramp nor in any other area not designated for such parking by the Manager.

Aircraft being refueled shall be positioned so that aircraft fuel system vents or fuel tank openings are not closer than 25 feet (8m) from any terminal building, hangar, service building or enclosed passenger concourse (other than a loading walkway) or within 50 feet (15m) of any combustion, and ventilation air intake to any boiler, heater or incinerator room facing the ramp side of a terminal or concourse.

No fuels, oils, dopes, paints, solvents, acids or other waste shall be disposed of or dumped in drains, basins, or ditches or elsewhere on Airport property except in accordance with all applicable federal, state and local environmental laws and regulations.

SECTION SIX: No person shall dispose of garbage, papers or refuse or other materials on the Airport except in the receptacles provided for that purpose, nor leave a comfort station in other than a clean and sanitary condition; nor expectorate on the floors, walls or other surfaces of any Airport building.

No person shall destroy, injure, deface or disturb in any way any building, sign, equipment, marker, or other structure, tree, flower, lawn or other property on the Airport; nor alter, make additions to, or erect any building including hangars or sign or make any excavations on the Airport, nor willfully abandon any personal property on the Airport without permission of the Manager.

No person shall enter upon the Airport Operating Area, utilities and service rooms or restricted areas, except:

1. Persons assigned to duty therein;
2. Persons authorized by the Manager;
3. Passengers under appropriate supervision, for the purpose of embarkation and debarkation.
4. Other areas as designated by the Manager.

No person shall travel on the Airport other than on the roads, walks, or areas provided for such use.

No person shall use the roads or walks in such a manner as to hinder or obstruct their proper use.

Pedestrians and all vehicles shall yield the right of way to all aircraft on Airport property.

No person shall walk in a picket line as a picket or take part in any labor or other public demonstration on any part of the Airport except in those places which may be specifically designated by the Manager.

No person shall enter the terminal building of the Airport with a dog or other animal except that seeing eye dogs are permitted for appropriate purposes as well as animals to be transported by air provided they are restrained by leash or properly confined.

No person shall loiter or trespass on any part of the Airport or in any building on the Airport; nor shall any person enter upon or use the Airport after such person has been denied access to the Airport by the Manager except while traveling through as a passenger on bus or taxicab or while enplaning or deplaning an aircraft operating on the Airport. Any person or persons who shall refuse to comply with these Rules and Regulations, after proper request by the Manager or other authorized representative, may be treated as a trespasser.

Organizations desirous of soliciting funds on the Airport property must first receive approval from the Village Board as established under Chapter 117 of the Municipal Code. When approved by the Village Board they must register with the Manager. Such solicitations, if approved by the Manager, may be conducted only in those areas of the Airport specifically authorized for that purpose. Authorized areas are subject to change at the Manager's discretion.

Smoking on the Airport is permitted only in designated smoking areas. Smoking is specifically prohibited in all other areas including but not limited to, any hangar or shop, service station area, gasoline storage area, or within 100 feet of any refueling or defueling operation.

Uncovered trash is not permitted in any area. Only areas specifically designated by the Manager are to be used for trash or garbage containers. Such areas shall be kept clean and sanitary at all times. All lessees are responsible for keeping their areas clean and neat at all times. Trash or garbage containers may only be used for waste generated on Airport property. No vehicle used for hauling any waste or recyclable shall be operated on the Airport unless it is constructed to prevent its contents from dropping, sifting, leaking, or otherwise escaping therefrom.

Except for aircraft stored in designated areas, no tenant or lessee on the Airport shall store or stack materials or equipment except in fully enclosed storage areas. Only those materials or equipment directly related to the tenant's or lessee's authorized use are permitted to be stored on the Airport.

All ramp equipment shall be parked and kept in a neat and orderly manner. No receptacles, chests, cases or housings are permitted on the apron or ramp area that do not fit the general architectural and cleanliness standards of the installation. Final approval of such equipment and miscellany rests with the Manager.

All tenants shall maintain their leased property in a neat and presentable condition regarding repair, cleanliness, and general maintenance noted in each lease agreement and shall not permit or allow the leased premises to be used by any outside individual or to become a nuisance. All lessees on the Airport shall keep the hangars, hangar floors, terminal aprons and ramp areas used in their operations, clean and clear of oil, grease and other materials and in good repair.

All tenants or lessees shall use and maintain smoke detectors and fire extinguishers of adequate size and such devices shall be readily accessible in accordance with rules approved by the National Fire Protection Association for the particular hazard involved. Such devices shall conform to all applicable federal, state and local fire codes.

Tenants, lessees, or grantees may not make structural or decorative changes or additions of any type without prior permission of the Manager.

Tenants, lessees, and grantees shall be fully responsible for all damages to buildings, equipment, real property, and appurtenances owned by or in the custody of the Owner caused by negligence, abuse or carelessness on the part of their employees, agents, customers, visitors, suppliers, or persons with whom they may do business.

Authorized police personnel or the Manager may impound any aircraft constituting an obstruction to other traffic, failure to pay charges, or the violation of any other provision of these Rules and Regulations. The procedures for such impoundment shall be substantially as set forth in Section 4 hereof. The Owner of any impounded aircraft shall pay the appropriate charges in removal and storage of the aircraft.

All flying clubs desiring to base their aircraft and operate on the Airport must comply with the applicable provisions of these Rules and Regulations and the Minimum Requirements for Aeronautical Services established by the Airport Commission. However, they shall be exempt from regular F.B.O. requirements only upon satisfactory fulfillment of the conditions stated herein in Section 200.1 R. and compliance with the requirements of Section C of the of the Minimum Requirements for Airport Aeronautical Services of the Schaumburg Regional Airport.

SECTION SEVEN: The Village shall set a schedule of fees for private and commercial activities. No individual or organization shall engage in any private business or commercial activity of any type at the Airport unless prior permission is obtained from the Manager and the proper fees have been paid to the Village. The Owner reserves the right at any time to increase or decrease said fees which have heretofore been approved by the Village.

SECTION EIGHT: Any person who violates, or aids, or abets in a violation of any Rule or Regulation of the Airport, shall, upon conviction, be subject to a fine, established as set forth in the Schaumburg Code of Ordinances Title 10, Section 10.99. The violator may also be subject to civil proceedings authorizing the removal or eviction of the violation.

In addition to said penalties, the Owner may revoke, cancel or suspend any existing privilege or franchise as a penalty for a second or subsequent violation of any rule or regulation pertaining to the use, enjoyment or exercise of such privilege or franchise.

The penalties provided in this paragraph shall be deemed to be cumulative and not in substitution of any other specific penalties otherwise provided for in these Rules and Regulations.

SECTION NINE: Noise Abatement Procedure

1. All departing aircraft shall use the full length of the runway. Intersection departures are specifically prohibited.
2. All aircraft traffic shall use runway 29 as the runway of choice in calm or direct crosswind conditions.

3. All departing aircraft shall fly runway heading until reaching 1400 ft. M.S.L. before initiating left crosswind turn.
4. As defined by the federal aviation regulations, all aircraft shall fly a left traffic pattern on both runways 11 and 29.
5. As defined by the federal aviation regulations, all pilots are individually responsible for the knowledge of this procedure. (VB Approved 7/8/97)

AYES:

NAYES:

ABSENT:

PASSED AND APPROVED THIS _____ DAY OF _____, 2001.

Village President

ATTEST:

Village Clerk

AMENDED: October 9, 2001

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