

AIRPORT RULES AND REGULATIONS YAMPA VALLEY REGIONAL AIRPORT

1.0 APPLICABILITY

- 1.1 These rules and regulations are promulgated under the Colorado Revised Statutes, which specifically grants governing authority the power to “Provide rules and regulations governing the use and occupancy of Airports”. Yampa Valley Regional Airport is owned by Routt County and operated under the authority of the Routt County Board of County Commissioners. Routt County Board of County Commissioners sets these rules and regulations forth for the use and occupancy of Yampa Valley Regional Airport and its facilities.
- 1.2 Routt County Board of County Commissioners may initiate amendments, additions, deletions or corrections to these Rules and Regulations as conditions warrant.
- 1.3 These Rules and Regulations supercede and cancel all previous rules and regulations of Yampa Valley Regional Airport.
- 1.4 Yampa Valley Regional Airport personnel and designated representatives are authorized to enforce these regulations.
- 1.5 A violation of these regulations may result in revocation of ramp access privileges, termination of lease agreements, denial of use of airport, and/or prosecution under applicable Colorado State Law.
- 1.6 Any person denied use of the Airport due to violation of the regulations is restricted to use of the Airport for the purpose of enplaning or deplaning other aircraft using the Airport.
- 1.7 Words of any gender used in these regulations include any other gender, and needs in the singular shall be held to include the plural unless a contract requires otherwise.
- 1.8 Voiding of any particular rule or regulation contained herein shall not effect the validity of the remainder of these regulations.
- 1.9 All correspondence related to this manual, suggestions for revisions and improvements, and information regarding corrections or updating should be directed to:

Airport Manager
P.O. Box 1060
Hayden, CO 81639
- 1.10 These Airport Rules and Regulations shall be effective March 1, 2003 and continuing thereafter until modified or rescinded.

2.0 GENERAL PROVISIONS

- 2.1 The Yampa Valley Regional Airport is owned by Routt County and operated under the authority of the Routt County Board of County Commissioners.
- 2.2 Any permission granted by the Airport Manager or his representative directly or indirectly, expressly or by implication, to any person or persons, to enter or use the Airport or any portion thereof, (including aircraft operators, crew members and passengers, spectators, sightseers, pleasure and commercial vehicles, officers and employees of lessees and other persons occupying space on the Airport, persons doing business with Routt County or one of its subdivisions, its lessees, sublessees and permittees and all other persons whatsoever, whether or not of the type indicated), is conditioned upon compliance with these rules and regulations; and entry upon or into the Airport by a person or persons shall be deemed to constitute an agreement to comply with these rules and regulations.
- 2.3 All persons or agencies receiving a copy of the Airport Certification Manual, the Airport Emergency Plan and the Airport Security Program shall restrict their use and distribution to personnel with a need-to-know, and those persons specifically authorized by name by the Airport Manager.
- 2.4 Definitions
- 2.4.1 "Airport" shall mean the Yampa Valley Regional Airport located in Routt County and any part of Yampa Valley Regional Airport as show on Exhibit A of the current Airport Layout Plan and designated as for airport use.
- 2.4.2 "Airport Manager" shall mean the officer or representative of the county having immediate charge of the Airport.
- 2.4.3 "Air Operations Area" or "AOA" shall mean any area of the Airport, used or intended to be used for landing, taking off or surface maneuvering of aircraft.
- 2.4.4 "Aircraft Movement Area" or "Movement Area" shall mean any area of the Airport, which is intended for the landing, takeoff or taxiing or towing of aircraft.
- 2.4.5 "Airport Boundary" shall be the description of property outlined in the current Airport layout plan and Exhibit A.
- 2.4.6 "Dwelling" shall mean any building or portion thereof designed or used as a residence or sleeping place for one or more persons.
- 2.4.7 "SIDA" shall mean the Security Identification Display Area as defined in the Yampa Valley Regional Airport - Airport Security Program.
- 2.4.8 Abandoned Vehicle - Any vehicle which has remained stationary on the Airport in excess of 72 hours and is in a condition that would render the vehicle undrivable, including expired license plates, missing or flat tire or broken window.
- 2.4.9 Commercial Aeronautical Activity - Any operation, which relates to the operation of aircraft as prescribed in the Yampa Valley Regional Airport's Minimum Standards for Commercial Aeronautical Activity.
- 2.4.10 Fire Marshal - The Routt County Fire Protection District Fire Marshal or designee.

- 2.4.11 Maintenance - Inspection, overhaul, repair, preservation and replacement of parts, including preventative maintenance as described in Part 43 of the Federal Aviation Regulations.
- 2.4.12 Movement Areas - The runways, taxiways and other areas of the Airport that are used for the taxiing, takeoff and landing of aircraft exclusive of loading ramps and parking areas. Control of such traffic within these areas is under the advisement of the Unicom.
- 2.4.13 Operator -Any person who is in actual physical control of an aircraft or motor vehicle.
- 2.4.14 Parking - The standing of a vehicle or aircraft, whether occupied or not, otherwise than very briefly for the purpose of and while actually engaged in the loading or unloading of property of passengers.
- 2.4.15 Regulations- The Yampa Valley Regional Airport Rules and Regulations as amended.
- 2.4.16 Runup - Engine operation above normal idle power for purposes other than taxi.
- 2.4.17 Vehicle - Any device which is capable of moving itself, or being moved, from place to place upon wheels; but does not include any device moved by muscular power, or designed to move primarily through the air.
- 2.4.18 Vehicle Service Road - That portion of the AOA specifically designated and appropriately marked for the movement of authorized vehicles.

3.0 AIRPORT USE

- 3.1 No person shall use or occupy an operational area, for any purpose whatsoever except for matters pertaining to the servicing of tenants, concessionaires, activities associated with aircraft operations, of governmental agencies, or matters connected with maintenance and operations of the Airport.
- 3.2 The Airport Manager or his designated representative shall take such action as may be necessary in the handling, conduct and management of the public in attendance at the Airport.
- 3.3 The Airport Manager or his representative may, at any time, remove or eject from the Airport premises any person who knowingly or willfully or continuously violates any rule or regulation herein prescribed, or any order of instruction issued by or under the authority of Routt County. In every case where practicable the violator shall first be informed of the violation he has committed and shall be requested to immediately remedy the violation or leave the Airport premises peacefully. Upon the failure of the violator to remedy his violation to the satisfaction of the Airport Manager, or to leave the Airport premises peaceably, the Airport Manager shall cause the ejection of said violator by whatever law enforcement forces available.
- 3.4 No person shall solicit funds for any purpose and no signs, advertisements, or circulars may be posted or distributed at the Airport without the advanced written permission of the Airport Manager
- 3.5 Garbage, trash, refuse or other waste material shall be placed in appropriate receptacles provided for such purpose.

- 3.6 No person shall destroy, remove or disturb, in any way, any structure, sign, equipment, markers or other appurtenance on the Airport premises without the advanced approval of the Airport Manager.
- 3.7 Destroying, injuring, defacing, disturbing, removing or tampering with any man-made or natural Airport property is prohibited. Any person who causes damage to Airport property shall be liable for such damage.
- 3.8 Written advertisements and handbills may be posted or distributed only with the prior authorization of the Airport.
- 3.9 The posting or distributing of handbills or written advertisements on aircraft or vehicles is prohibited.
- 3.10 Picketing and demonstrations anywhere on Yampa Valley Regional Airport are prohibited without prior authorization from the Airport.
- 3.11 Persons under the influence of drugs or alcohol may not picket or demonstrate,
- 3.12 Use of the public area of any building or area of the airport for sleeping or other purposes in lieu of a hotel, motel, or other public accommodation is prohibited.
- 3.13 No person shall commit any disorderly, indecent, lewd, or unlawful act or commit any nuisance on the Airport.
- 3.14 No person shall litter any area of the Airport and each person shall ensure that all trash and refuse is properly disposed of in the appropriate container.
- 3.15 Consumption of intoxicating liquors is prohibited except in places approved for on-premises liquor consumption or, otherwise, at such times and locations as specifically approved by Yampa Valley Regional Airport.
- 3.16 Interference with the safe operation of any aircraft landing at, taking off from, or operating on the Airport is prohibited.
- 3.17 Domestic pets, except for guide dogs for the blind, are not permitted on the. AOA unless destined for air transport and restrained by leash or container.
- 3.18 Hunting and trapping on the Airport is prohibited.
- 3.19 Horseback riding on the AOA is Prohibited.
- 3.20 Articles found in public areas at the Airport shall be turned into the Airport. Articles unclaimed by their proper owner will be disposed of according to Routt County Policy.
- 3.21 No person shall make, possess, use, offer for sale, pass or deliver any forged or falsely altered pass, permit, identification, card, sign or other authorization purporting to be issued by or on behalf of Yampa Valley Regional Airport.

- 3.22 Gambling and bet making in any form at the Airport is prohibited.
- 3.23 All signs installed on the Airport must meet the specifications as listed in the Sign Code portion of the Development Guidelines and must be approved in writing by Yampa Valley Regional Airport.
- 3.24 Persons shall not enter any restricted area without the prior authorization of the Airport Manager or his representative.
- 3.25 Tampering or interfering with the lock, or closing mechanism or breaching any other securing device is prohibited except under emergency situations.
- 3.26 Discharge of any weapon on the Airport except in the performance of Official duties or in the lawful defense of life or property is prohibited.
- 3.27 Persons entering the AOA, movement area or any non-public area of the Airport are required to produce identification when asked to do so by any personnel with proper identification.

4.0 AERONAUTICAL USES

- 4.1 Unless otherwise provided in a lease or other agreement, no person shall use any area of the Airport for parking and storage of aircraft or other property without obtaining permission of the Airport Manager or his representative. If notwithstanding, a person uses such area without first obtaining permission, the Airport Manager shall cause such property to be removed, or cause same to be removed and stored at the sole expense of the owner, without liability for damage thereto arising from or out of such removal or storage.
- 4.2 No person or persons, except airmen, duly authorized personnel, passengers going to or from aircraft, or persons being escorted by a duly authorized person, shall enter into any Air Operations Area or Aircraft Movement Area.
- 4.3 The Airport Manager shall have the authority to detain any aircraft for non-payment of storage or other charges due Routt County.
- 4.4 No person shall discard any article, material or other foreign object in the Air Operations Area except in containers intended for such purposes; nor shall any person allow any foreign object to remain in the AOA.
- 4.5 It shall be strictly prohibited to dispose of any Hazardous Material in the Air Operations Area. Tenants shall be responsible for the recovery and disposal of any such Hazardous Materials, at the tenant's sole cost.
- 4.6 All aeronautical activities at the Airport shall conform to the current applicable provisions of the Federal Aviation Administration Regulations and Orders, applicable State Law, regulations and orders issued by Yampa Valley Regional Airport.

- 4.7 Yampa Valley Regional Airport may deny the use of the Airport to any person in violation of these regulations or any violations of the Federal Aviation Regulations.
- 4.8 Yampa Valley Regional Airport may prohibit aircraft operations when it is determined that conditions are such that continued operations would be unsafe. The Airport may issue a Notice To Airmen (NOTAM) to close any portion of the Airport; or to terminate or restrict any activity thereon.
- 4.9 At the request of any owner or operator of an aircraft the Airport may have any person who creates nuisance or a threat to person, property or aircraft removed from said aircraft.
- 4.10 Operating an aircraft in a careless or negligent manner, or in disregard of the rights and safety of others, or without due caution, or at a speed or in a manner which does or is likely to endanger persons or property, is prohibited.
- 4.11 Aircraft operators shall obey all pavement markings, signage and lighted signals.
- 4.12 The positioning, starting or taxiing of any aircraft shall be done in such a manner so as not to cause propeller slipstream or jet blast that may result in injury to persons or damage to property.
- 4.13 Aircraft shall not be started or taxied within any structure on the Airport.
- 4.14 Aircraft shall be parked only in those areas designated for such purpose by Yampa Valley Regional Airport and shall not be positioned in such a manner so as not to block taxilanes, obstruct access to hangars, parked aircraft or vehicles.
- 4.15 Aircraft operators will ensure that aircraft are properly tied down or chocked when parked. No aircraft will be allowed to be parked for more than 8 hours except in areas designated for the tie-down or transient parking for aircraft. No aircraft will be parked on leased parcels except as noted above.
- 4.16 Aircraft that are parked within hangars will be fully inside the hangars so those doors may be fully closed.
- 4.17 Passengers and cargo shall be enplaned/deplaned only in areas designated by the Airport.
- 4.17 Runup of jet turboprop or piston engines shall be performed only in the areas designated for such purpose by the Airport.
- 4.18 Leaving an aircraft unattended with an engine running is prohibited.
- 4.19 Fixed wing aircraft taking off or landing at the Airport shall do so only from designated runways and comply fully with Air Traffic Control clearances.
- 4.20 Operators shall familiarize themselves with published noise abatement procedures.

- 4.21 No helicopter shall be operated within fifty (50) feet of any building and shall operate only from areas approved by Yampa Valley Regional Airport.
- 4.22 Helicopter operators shall comply with all directives of the Airport and any Air Traffic Control, and will not perform any autorotation within the primary surface airspace without clearance.
- 4.23 Derelict or damaged aircraft in obvious need of major repairs shall not be permitted within the tie-down or ramp areas.
- 4.24 Abandoning aircraft anywhere on the Airport is prohibited. The Airport may remove abandoned aircraft at the sole expense and risk of the owner.
- 4.25 Aircraft maintenance on the Airport is permitted only in areas designated by the Airport.
- 4.26 Aircraft maintenance within hangars will be limited to that specifically permitted by the type rating established in the Uniform Building Code and in compliance with the directives of the Fire Marshal.
- 4.27 Aircraft painting shall be performed only in hangars approved for that activity.
- 4.28 Cleaning of aircraft shall be performed only in the areas and in the manner prescribed by the Airport and in compliance with the Storm Water Management Plan.
- 4.29 All aircraft below 225,000 lbs. Maximum Gross Takeoff Weight (MGTOW) may be operated on the Airport. The Airport Manager may authorize one-time exceptions on a case by case basis. General Aviation taxiways and taxilanes have posted weight restrictions. Aircraft utilizing these areas must be less than the weight restrictions for these taxiways.
- 4.30 Airshows and acrobatic operations of aircraft are not permitted within Yampa Valley Regional Airport airspace unless prior approval of the Airport Manager has been obtained.
- 4.31 The following activities are prohibited within the Airport's airspace unless prior approval has been obtained from the Airport: Motorless Aircraft/ Parachuting/Skydiving/Blimps/Dirigibles/Hot Air Balloons/Ultralights.
- 4.32 The operator or owner of an aircraft involved in an accident on the Airport resulting in any injury to person or damage to property shall notify the Airport immediately and comply with the applicable provisions of National Transportation Safety Board Regulations Part 830.
- 4.33 An aircraft involved in an accident on the Airport may not be removed from the scene of the accident until authorized by Yampa Valley Regional Airport who shall receive removal authorization from the Flight Standards District Office or National Transportation Safety Board, when applicable.

- 4.34 Once authorization for removal of a disabled aircraft has been issued, the owner or operator shall make immediate arrangements to have the aircraft moved. If removal is not initiated within a reasonable amount of time, the Airport may have the aircraft removed at the owner's risk and expense.

5.0 COMMERCIAL BUSINESS OPERATIONS

- 5.1 No person, partnership, firm or corporation shall conduct any commercial activity on the Airport without the consent of Routt County.
- 5.2 All persons conducting commercial aeronautical activities on the airport shall conform to the requirements of the MINIMUM STANDARDS FOR THE CONDUCT OF COMMERCIAL AERONAUTICAL ACTIVITY AT YAMPA VALLEY REGIONAL AIRPORT, HAYDEN, COLORADO.
- 5.3 Any person, partnership, firm or corporation having executed an agreement with Routt County; and having violated the provisions of any rule or regulation herein, shall forfeit the privilege of using the Airport until reinstated by the Airport Manager. All charges and fees, due Routt County shall be due and payable as identified in a duly executed agreement.

6.0 SAFETY

- 6.1 No person shall smoke or carry lighted cigars, cigarettes, pipes, matches or any open flame in or upon any area of the Airport within fifty (50) feet of hangars, fuel storage areas, fuel loading operations, fuel handling vehicles, or aircraft being fueled or having fuel drained, or in any other place where smoking is specifically prohibited by signs.
- 6.2 No person shall start an open fire any place on the Airport without permission of the Airport Manager. No torch cutting or welding shall be permitted except where specifically designated by the Airport Manager.
- 6.3 Good housekeeping is required at all times by tenants and occupants of all buildings, hangars or other structures, in their assigned areas and during aircraft maintenance operations. All floors shall be maintained clear of obstacles or equipment not in immediate use. Areas surrounding fire extinguishers and sprinkler risers shall be kept clear at all times, and all premises shall be kept clean and clear of all rubbish, junk, debris, or any other unsightly objects. No materials will be stored outside of structures. If after notification said obstructions are not immediately stored in a manner acceptable to the Airport Manager, said actions will be undertaken by the Airport Manager at the sole cost and expense of the responsible person or tenant.
- 6.4 No person shall store flammable materials or flame/spark emitting equipment, use flammable liquids or gases, or maintain any Airport premises in such a condition so as to violate the Uniform Fire Code, or any rules herein. Flammable liquids having a flash point below 110 degrees Fahrenheit shall at all times be kept in and used from approved containers, and shall be stored in acceptable metal cabinets, in a quantity not to exceed twenty five (25) gallons. Transfer of flammable liquids from original

containers to safety cans shall be accomplished in an area designated by the Airport Manager for such activity. Areas surrounding storage of flammables shall be kept clear of all flammable and combustible materials.

- 6.5 Occupants of all hangars and buildings shall provide suitable fire extinguishers and other safety equipment which shall be kept in good working order as determined by the Airport Manager and not tampered with or used for any purpose other than fire fighting or fire prevention. Extinguishers shall be inspected at least every twelve months by qualified personnel. Tags showing the date of the last inspection shall be attached to each extinguisher unit.
- 6.6 Tenants and all persons occupying Airport buildings or other structures shall be required to comply with any and all regulations contained in the Uniform Fire Code as they may apply.
- 6.7 All premises on the Airport shall be subject to periodic safety inspection by the Airport Manager or other duly authorized person or agency. Airport premises shall be inspected a minimum of once each year by the Airport Fire Chief during normal business hours. Tenants and all persons occupying Airport buildings shall comply with all written recommendations resulting from such inspections.

7.0 SECURITY

- 7.1 Only authorized unescorted access shall enter into the Security Identification Display Area (SIDA) of Yampa Valley Regional Airport.
- 7.2 Individual persons applying for SIDA access shall be required to attend an Airport Security briefing prior to being granted unescorted access privileges.
- 7.3 Each person authorized unescorted access to the SIDA shall display his/her Airport Identification Badge on the exterior of their clothing at all times while in the SIDA.
- 7.4 Each person authorized unescorted access to the SIDA shall immediately challenge each unidentified person in the SIDA; and shall immediately notify Airport Security of each such incident.
- 7.5 Each person authorized unescorted access to the SIDA shall have the authority to visually and physically escort non-employee persons (i.e. passengers) in the SIDA.
- 7.6 Each person who unsecures a security barrier (door, gate or other barrier) shall insure that the barrier is re-secured.
- 7.7 Persons authorized unescorted access to the SIDA shall immediately surrender all security access materials (keys, badge) upon termination of employment at YVRA, or upon the demand of the Airport Manager or his representative.
- 7.8 Individuals found to be in violation of these security rules shall immediately surrender their Security Identification Badge, and shall be required to re-apply for unescorted SIDA access privileges.

8.0 VEHICLE OPERATION

- 8.1 No vehicle shall be operated on the Airport in a careless or negligent manner or in disregard of the rights and safety of others, or without due caution or circumspection, or at a speed or in a manner which unreasonably endangers, or is likely to unreasonably endanger persons or property, or while the driver thereof is under the influence of intoxicating liquor, or any narcotic; or if such vehicle is so constructed, equipped or loaded so as to unreasonably endanger, or is likely to unreasonably endanger, persons or property.
- 8.2 All motor vehicle operators on the Airport shall comply fully with the State of Colorado Motor Vehicle Laws, as amended and with all Airport Regulations and instructions issued by representatives of Yampa Valley Regional Airport or law enforcement personnel.
- 8.3 No motorized vehicle shall be operated on the Airport by an operator unless the operator thereof is duly licensed to operate such vehicle on state or municipal highways of the state.
- 8.4 No vehicle shall be operated on the Airport at a speed in excess of the posted speed.
- 8.5 No person shall park, or allow a vehicle to stand on the Airport except in locations designated for such parking or standing.
- 8.6 No personal vehicles will be allowed to enter the AOA except as defined to discharge passengers. No personal vehicles will be parked within hangars or other areas defined for aircraft storage except as approved by the Airport Manager.
- 8.7 No person shall park a vehicle, or permit the same, to remain on the Airport except for such periods of time as may be prescribed or permitted by the Airport Manager.
- 8.8 Vehicles parked, or allowed to stand on the Airport shall be at the owner's/operator's sole risk; and County or its representatives shall be held harmless and without liability for damage which may result in the course of said vehicle being parked or allowed to stand on the Airport.
- 8.9 The operator of any vehicle involved in an accident on the Airport shall immediately notify the Airport Manager and the appropriate law enforcement agency. A person operating a motor vehicle on the Airport who is involved in an accident resulting in injury to any person or damage to any property, shall stop the vehicle at the scene or as close as possible without unnecessarily obstructing traffic, notify the Airport and remain at the scene until a full report is taken by Yampa Valley Regional Airport and/or law enforcement personnel.
- 8.10 The Airport Manager shall have the authority to cause any vehicle in violation of any of these rules and regulations to be removed from the Airport at the owner's/operator's expense, and without liability for damage which may result in the course of such moving.

8.11 For vehicle operations in Aircraft Movement Areas or the Air Operations Area:

- 8.11.1 All vehicles shall be escorted or equipped with an FM radio capable of transmitting and receiving on 123.0 MHz. No motorized vehicle shall be operated in or upon an Aircraft Movement Area unless its presence is specifically required for purposes of aircraft servicing or is specifically authorized by the Airport Manager. All vehicles (other than gasoline service trucks or ambulances) which are not operated by Airport personnel must be escorted by an Airport Staff member or authorized tenant employee.
- 8.11.2 No motorized vehicle shall be operated in or upon an Aircraft Movement Area unless (1) the vehicle operator is duly authorized to operate such vehicle on state or municipal highways and unless (2) such vehicle is registered in accordance with the provisions of the law of the state, or unless specifically authorized by the Airport Manager.
- 8.11.3 No vehicle shall be permitted in or upon an Aircraft Movement Area unless it shall be in sound mechanical order, with adequate lights, horn and brakes and clear vision from the driver's seat. Trailers and semi-trailers shall not be permitted unless they are equipped with reflector buttons and proper brakes so that neither aircraft propeller wash or jet blast will cause them to become free rolling when disengaged from a towing vehicle. Positive locking couplings shall be required for all towed equipment.
- 8.11.4 Motorhomes, mini-bikes, go-carts, roller blading, skate boarding and the recreational use of bicycles are not permitted on the AOA.
- 8.11.5 Any vehicle with a trailer in tow must be escorted by Airport personnel when accessing the AOA.
- 8.11.6 The maximum allowable speed on the AOA is 20 miles per hour.
- 8.11.7 Vehicle operators will utilize designated vehicle service roads where available.
- 8.11.8 Aircraft shall have the right of way at all times and in all locations.
- 8.11.9 Vehicles shall give way to pedestrians, emergency equipment, and snow plows at all times.
- 8.11.10 Vehicles may not pass taxiing aircraft except to the rear of the aircraft and may never proceed closer than 100 ft. to a taxiing aircraft.
- 8.11.11 No person shall park a motor vehicle in an area requiring payment for parking thereon without paying the required parking fee.
- 8.11.12 Abandoning vehicles or displaying vehicles for sale on the airport is prohibited.
- 8.11.13 Vehicle Lighting:

- 8.11.13.1 Headlights shall be operated from one-half hour after sunset to one-half hour before sunrise, except when such vehicles are parked in areas designated by the Airport Manager. Headlights shall also be operated during periods of low visibility.
- 8.11.13.2 All vehicles operated in or upon the Air Operations Area shall have and operate rotating "yellow" beacon, which shall be operated continuously during the period in which the vehicle is in the AOA. For the purposes of this rule, the Yampa Valley Regional Airport AOA shall include all runways, taxiways and associated clear zones and safety areas.
- 8.11.14 Vehicle Marking:
 - 8.11.14.1 All vehicles operated in or upon the Aircraft Movement Area and/or Air Operations Area shall be distinctively marked with the operator's name and or logo, which can easily be distinguished from a distance of two hundred feet (200 ft.).
 - 8.11.14.2 All vehicles operated in or upon the Aircraft Movement Area and/or Air Operations Area shall be of a color which is easily distinguished a distance of two hundred feet (200 ft.), and one which is unique to the operator.
- 8.11.15 Ramp Equipment:
 - 8.11.15.1 Ramp equipment shall be parked and/or stored unattended only in areas designated by the Airport Manager.
 - 8.11.15.2 Ramp equipment shall be marked and or a color as in Paragraph 7.9.6 above.
 - 8.11.15.3 Unattended ramp equipment shall be left standing only with power shut off and applicable brakes applied; with wheels chocked in both front and rear.
 - 8.11.15.4 Aircraft Fuel Tenders shall be parked only in areas designated by the Airport Manager; wheels shall be chocked during those times in which the vehicle is not in motion.
- 8.12 Taxicabs and limousines may deliver customers to the Airport or may pick up customers from the Airport if specifically requested to do so by persons. Taxicabs and limousines may not solicit customers on the Airport unless authorized to do so by the, Airport. Only rental car companies and shuttle bus services that have received authorization from Yampa Valley Regional Airport may conduct business on the Airport.

9.0 CONSTRUCTION ON AIRPORT

- 9.1 Any construction or alteration taking place on Airport property shall be performed in compliance with the Airport Development Guidelines and must be authorized by the Airport Manager.

9.2 Lease Terms:

One to forty years depending upon the magnitude of the investment and the financial terms with the lending institution.

9.3 Fees:

The compensation will be based on a cost per square foot per annum, with a market adjustment every 10 years and a 3% increase each year. See Rates and fees of the standard lease agreement.

9.4 Development Criteria:

9.4.1 Purpose

The purpose of these Standards is to provide a documented basis for directing and evaluating the planning, engineering, and architectural design of ramp, hangar and other facilities to be constructed on the property referred to as Yampa Valley Regional Airport.

9.4.2 Plan Review

The Airport Manager shall review all Plans and Specifications of ramp, hangar and other facilities submitted pursuant to these Standards and submit a written recommendation to the Routt County Board of Commissioners. The Routt County Board of Commissioners shall then review and approve, reject or modify all plans and specifications submitted pursuant to these Standards.

9.4.3 Applicability

No ramp, hangar or other facilities shall be built or modified until the Plans and Specifications for the construction of the same are submitted to and approved by the Routt County Board of Commissioners.

9.4.4 Plans and Specifications Requirements

The applicant shall submit to the Airport Manager subject to the approval of the Routt County Board of Commissioners, two (2) copies of any proposed Plans and Specifications for the construction or modification of facilities including the following:

- A. A site plan indicating the location and extent of the following:
 - 1. The size, location, dimensions and floor plan of the hangar or other buildings to be constructed.
 - 2. The size and dimension of the ramp area and automobile parking.
 - 3. The location and setback of the hangar or other buildings from the ramp and adjacent taxiways.
 - 4. Ramp, hangar and automobile parking access.
 - 5. The total square footage of the ramp, hangar and other building area, along with adequate auto parking, and the legal description thereof.

6. The location of all trees, shrubs and landscaped areas.
 7. Building elevations, to include any overhangs and designation of glass or other reflective surfaces.
 8. Exterior lighting and area illumination and directions of such lighting.
 9. Utility and easement locations.
 10. Location and height of all fences.
 11. Location of all loading areas and pedestrian ways.
 12. All exterior contours and types of surfaces, and construction material of all buildings.
- B. Engineering plans and information sufficient to show:
1. Grading with existing and future elevations.
 2. Drainage plans with existing and future flows and facilities.
 3. Pavement surfaces and cross-sections.
 4. Erosion control measures.
 5. Hangar and other building construction plans as required.
 6. Other engineering plans for other related items to be constructed on the property.
 7. All plans and specifications will be stamped by an Engineer or Architect licensed to practice in Colorado, unless waived by the Routt County Board of Commissioners.

9.4.5 Permits and Certifications

Applicant shall state that all necessary permits, certifications and licenses required under local, state and federal requirements have been obtained, and that the applicant has complied with the Standards for development at Yampa Valley Regional Airport, and has read and will comply with the Rules and Regulations of said Airport. Applicant shall supply financial statements and letters of credit to the Airport Manager.

9.4.6 Standard for Review

Review pursuant to these Standards is for determining the impact of the proposal on adjacent ramp and hangar facilities and on the operation of the taxiways and runways, and other operations of Yampa Valley Regional Airport. In reviewing the Plans and Specifications, the following standards shall apply:

- A. That there will be no physical interference with the operation of aircraft or adjacent ramps, hangars, taxiways or runways.
- B. That adequate access exists for aircraft to the hangar.
- C. That the hangar is of sufficient size per aircraft.
- D. That no lighting or reflections will adversely impact the operation of aircraft on adjacent ramps, hangars, taxiways or runways.

- E. That no other external effects including noise, odor, vibration, smoke, dust or gases will be of a magnitude to adversely interfere with aircraft operations.
- F. That there will be no adverse effect on the safety of aircraft operations or ground operations on any ramps, hangars, taxiways, runways, or other facilities of the Airport. No project will visually or electronically interfere with the operation of the ATCT or navigational aids on the airport.
- G. That the proposed development is consistent with the Airport Master Plan.
- H. That the airport may govern the color, shape, or orientation of the proposed facility as may be in the best interest of the airport.

9.4.7. Procedure

The Routt County Board of Commissioners shall within thirty (30) business days from the date of submission of the Plans and Specifications for the construction or modification of any ramp, hangar or other facilities, either approve, approve with stipulations, or deny the said Plans and Specifications, all based upon the provisions herein set forth. The action taken hereunder shall be in writing and if denial is made, the basis for the denial shall be specified in reasonable detail. If no action is taken within sixty (60) days, the plans and specifications will be deemed approved.

9.4.8. Action

The decision of the Routt County Board of Commissioners shall be final.

9.4.9 Approved Plans and Specifications

The applicant shall submit to the Airport Manager, two (2) copies of the approved Plans and Specifications, showing all required changes and/or amendments thereto. The Airport Manager shall return on (1) copy to the applicant under the Routt County Board Chairman's signature.

Prior to the construction and/or modification of any ramp, hangar or facility the Applicant must first provide the Airport Manager with the following:

- A. Copy of "Building Permit" and any other licenses or permits necessary under Federal, State or local laws, statutes, orders or regulations.

- B. Proof of insurance from the Contractor as follows:

*Workman's Compensation	-As required by law
*Employers Liability	\$_____ per accident (minimum)
*Commercial General Liability	
Combined single limit for	
Bodily Injury and	
Property Damage	\$_____ each occurrence
*Motor Vehicle Liability	
Combined single limit for	

Bodily Injury and
Property Damage

\$ _____ each occurrence

Contractor's liability insurance policies shall run to the Contractor as assured and contain an agreement by the insurer to indemnify the Contractor against any and all actions, claims, judgments, or demands for damages arising on account of injuries of whatsoever kind and character sustained by any person or persons on account of the construction of this work.

Where applicable, property damage liability must be endorsed for blasting, the collapse of or structural injury to any building or structure and damage to underground property, such as wires, conduit pipes, mains, sewers, or other similar property.

Provide waiver of subrogation of all policies.

At end of project, submit lien waiver from Contractor and one set of mylar as constructed plans.

These guidelines will be added to or modified periodically as requirements dictate.

10.0 FIRE/STORAGE/DISPOSAL REGULATIONS

- 10.1 All persons, companies and agencies engaged in any activity at the Airport, whether occupying Airport owned buildings or otherwise, shall comply with Airport Fire Regulations as issued by the Airport Manager or his representative and shall comply with the provisions of all applicable County, State and Federal laws and regulations and all fire code and practices recommended by the National Board of Fire Underwriters unless otherwise directed by the Airport Manager deviate from same.
- 10.2 All directives issued by the Airport Manager or other authorized official regarding the removal of fire hazards, arrangement and modification of equipment, or altering operating procedures considered unsafe from a fire prevention standpoint shall be complied with.
- 10.3 All persons using the Airport or the facilities of the Airport in any way, shall exercise the utmost care to guard against fire and injury to persons or property.
- 10.4 The use and storage of all flammables, hazardous liquids and materials shall be in compliance with the State of Colorado Revised Statutes, the Uniform Fire Code and Yampa Valley Regional Airport's Storm Water Management Plan.
- 10.5 Open flame operations may be conducted on the Airport only in designated areas and with the authorization of the Airport and the Fire Marshal.
- 10.6 The placement of any storage container, locker, structure, materials of any kind, or bin on Airport ramp areas must comply with the Uniform Fire Code and be approved by the Airport Manager or his representative as to type, placement, size and color.

- 10.7 Lubricating oils and hazardous liquids shall be disposed of in a manner compatible with Yampa Valley Regional Airport's published procedures and Storm Water Management Plan, the Uniform Fire Code and the Colorado Revised Statutes.
- 10.8 No fuels, oils, dopes, paints, solvents, acids or any other hazardous liquids shall be disposed of or dumped in drains, on ramp areas, catch basins or ditches or elsewhere on the Airport.
- 10.9 The storage of waste materials and trash at the Airport is prohibited unless it is placed in suitable receptacles with self-closing covers.
- 10.10 Smoking, matches, lighters or any open flame is prohibited within the AOA. Any open flame is prohibited within 100 ft. of any fuel storage area, parked aircraft, or any aircraft being fueled or defueled.
- 10.11 Hangar floors shall be kept free from the accumulation of oil, grease, flammable liquids, or other waste materials.
- 10.12 Drip pans shall be placed under engines of stored aircraft and shall be maintained so as to prevent accumulations of liquid in the pans.
- 10.13 Any person who experiences overflowing or spilling of oil, grease, fuel or similar material anywhere on the Airport is responsible for the immediate clean-up of the spill and notification to the Airport ARFF Department. Failure to clean the area may result in the Airport providing the cleanup at the expense of the responsible party.
- 10.14 Doping processes, painting, or paint stripping shall be performed in hangars approved for that activity and in compliance with the Uniform Fire Code and Yampa Valley Regional Airport Storm Water Management Plan.
- 10.15 All empty oil, paint and varnish cans, bottles or other containers shall be removed from the premises in a timely manner and shall not remain on the floor, wall stringers, or overhead storage areas of the hangars, shops or other buildings.
- 10.16 No boxes, crates, rubbish, paper or litter of any kind shall be permitted to be stored in or about the hangars.
- 10.17 All heating equipment and fuel burning appliances installed on the Airport shall comply with the requirements of Routt County, the Uniform Fire Code, National Board of Fire Underwriters and the Fire Marshal.

11.0 FUELING OPERATIONS

- 11.1 Fueling of aircraft on the Airport shall be performed only by those companies or individuals that have received authorization from Yampa Valley Regional Airport to do so and shall comply with all orders, procedures and standards set forth by Yampa Valley Regional Airport.

- 11.2 All fueling operations on the Airport shall be in accordance with the directives of the Fire Marshal, the Uniform Fire Code and the applicable sections of the Federal Aviation Regulations.
- 11.3 No aircraft shall be fueled while an engine is running.
- 11.4 Fueling or defueling operations shall be conducted with adequate fire extinguishers immediately available. All extinguishers shall be inspected and certified as required by law and all personnel involved with fueling operations shall be properly trained on the use of fire extinguishers.
- 11.5 Starting an aircraft when there is any flammable liquid on the ground in the immediate vicinity of the aircraft is prohibited.
- 11.6 No aircraft shall be fueled or defueled if an electrical storm is in progress within 3 miles of the Airport.
- 11.7 During fueling or defueling, the aircraft and the dispensing apparatus shall both be bonded to equalize voltage potential.
- 11.8 All hoses, funnels and appurtenances used in fueling and defueling operations shall be equipped with a bonding device to prevent ignition of volatile liquids.
- 11.9 Fueling vehicle operators shall not operate the vehicle in reverse on the Airport unless an attendant is present outside the vehicle to assist.
- 11.10 No aircraft shall be fueled or defueled while passengers are on board unless a passenger- loading ramp is in place at the cabin door, the door is in the open position, and an attendant is present at or near the door. If an incapacitated patient is on board during fueling operations fire department personnel must be standing by at the scene.
- 11.11 Persons engaged in the fueling of aircraft shall exercise care to prevent overflow of fuel and shall be responsible for the immediate cleanup if spillage should occur.