

# **Castroville Municipal Airport (CVB)**

## **Rules and Regulations**

The purpose of these rules and regulations is to provide for the efficient and safe operation of the Castroville Municipal Airport (CVB) and to provide the greatest service for the citizens of Castroville and the aviation public, to provide enforcement of the Rules and Regulations by the City of Castroville (City) or the Airport Manager, and implement penalties for violations all as authorized by the Texas Transportation Code Chapter 22 "County and Municipal Airports".

The definition of "Airport", "aircraft", "airplane", and other common terms used herein is as defined in Part 1, Code of Federal Regulations, Title 14, Aeronautics and Space. "Airport" with a capital "A" refers to the specific airport of the Castroville Municipal Airport (CVB) for which these rules are adopted.

### **Section 1. Use of Airport**

The Castroville Municipal Airport is a general aviation airport, and open to the public. No person, partnership, firm, association, corporation or entity, incorporated or otherwise, shall use the Airport for any commercial activity, unless approved by a written permit, adopted resolution, and/or signed lease from the City Council or its duly authorized agent.

### **Section 2. General Rules and Regulations**

The following rules and regulations shall be observed in the use and operation of the Airport:

**Rule 2-1. Federal Air Traffic Rules** of the Federal Aviation Administration (FAA) for aircraft operated within the United States, and presently or hereafter effective, are hereby referred to, adopted, and made a part hereof as though fully set forth and incorporated herein.

**Rule 2-3. Registration** – Each person owning an aircraft based at the Airport, or any person based and receiving flight instruction toward an FAA rating at the Airport shall register at the office of the Airport Manager their name, address, telephone number, aircraft model, aircraft registration "N" number, or make and model of aircraft for those aircraft not requiring registration (ultralight), and the name, address, and telephone number of their next of kin or person to be notified in case of an accident or emergency.  
Chapter 18 and TXDoT R&R

**Rule 2-3. Licensed Pilots** – Only aircraft with current and correct FAA Certificates of Registration and Airworthiness and persons holding valid and current airman and medical certificates issued by the FAA, for those flight operations requiring medical certificates, shall be authorized to operate aircraft upon the Airport except as provided in these rules and regulations and the ordinance adopting these rules and regulations. This limitation shall not apply to students-in-training under licensed instructors or to public aircraft of the Federal government or of a State, Territory, or political subdivision thereof, or to aircraft licensed by a foreign government with which the United States has a reciprocal agreement covering the operation of such licensed aircraft. Use of the Airport by ultralight aircraft (FAR 103) and light sport aircraft in the weight shift control and powered parachute class and shall be in accordance with FAA Order 5190.6 (latest change) and appropriate FARs Part 61 and 103 and any other rules established by the City.

**Rule 2-4. Safeguard of Persons and Property** – The Airport Manager shall at all times have authority to take necessary and legal actions to safeguard any person, aircraft, equipment, or property at the Airport.

Airport. Such prohibition shall not apply to a passenger under the care of a medical doctor and accompanied by a doctor, nurse, or caretaker.

**Rule 2-16. Foreign Objects** – No foreign objects, including bottles, cans, scrap, nuts, bolts, nails, or any object that may cause damage to an aircraft, shall be left upon any part of the surface area of the Airport. Individuals are encouraged to pick up such foreign objects when observed and place them in a trash receptacle.

**Rule 2-17. Litter** - No boxes, crates, cans, bottles, paper, tall grass, weeds, unusable airplane parts or wreckage, scrap wood or metal, discarded airplane or automobile tires, trash, or other litter shall be permitted to accumulate in or about a hangar, building, or other leased space. If such trash and litter is permitted to accumulate around a privately owned, rented, or leased hangar / building, the Airport Manager shall notify the hangar / building owner, renter or lessee by registered letter to remove the offending litter. If within ten (10) work days after receipt of the letter the hangar/building owner, renter, or lessee has not removed the trash and litter as directed, the Airport Manager may have the area cleaned and the cost for such cleaning shall be charged to the hangar/building owner, renter, or lessee.

**Rule 2 –xxx Storage of Non-Aviation Equipment** - Storage of non-aviation equipment, such as automobiles, boats, or farm equipment, in a private hanger or conducting of non-aviation business in any structure must be incidental to the aviation activity. Outside storage of non-aviation equipment is not authorized and any such non-aviation equipment not capable of movement under its own power will be towed away and held for towing and storage charges at the owner's expense. Chapter 18

### **Section 3. Ground Operations**

**Rule 3-1. Ground & Vehicular Traffic** – No person shall operate a vehicle on the Airport except in accordance with the following rules, and all federal, state, and local law:

- A. Only vehicles registered with and authorized by the Airport Manager may operate on the Airport apron, taxiway, or runway. All other vehicular traffic will use roads, streets, avenues, and alleys to move about the airport. Chapter 18
- B. All vehicles shall yield right of way to aircraft in motion and emergency vehicles.
- C. No vehicle except ground service and emergency vehicles shall approach so close to any aircraft with running engine(s) as to create a hazard.
- D. Any vehicle authorized to operate on the Airport runway, apron or taxiway shall display a rotating or steady beacon mounted on top of the vehicle, or flag mounted on a staff and attached to the rear of the vehicle that complies with FAA Advisory Circular 150/5210 (latest change). For apron only, vehicles must have their vehicle emergency lights (flashers) in operation. Vehicles on taxiways and runway must have a rotating or steady beacon mounted on top of the vehicle.
- E. All vehicles authorized to operate on the runway or taxiways are encouraged to be equipped with a two-way radio monitoring the local Castroville UNICOM frequency of 122.8.. XXXX TXDOT recommended adjusted to non-control tower airport.

**Rule 3-2. Speed Limits** - All vehicles shall be operated within the posted speed limits at the Airport. The maximum speed limit for all vehicles in the airside area, with the exception of authorized municipal vehicles in the performance of their official duties, is fifteen (15) miles per hour, unless posted otherwise

### **Section 4. Airport Security**

**Rule 4.1 Security** – All tenants are responsible for reporting all suspicious persons and unauthorized activities which threaten the safety of the tenants and the Airport

**B.** Aircraft will be taxied at a safe and prudent speed and in such manner as to be under the control of the pilot in command at all times.

**C.** Aircraft not equipped with adequate brakes will not be taxied near buildings or parked aircraft unless an attendant (wing-walker) is at a wing of the aircraft to assist the pilot.

**D.** Aircraft shall not taxi onto the runway from the apron and taxiway area if there is an aircraft approaching to land or on the ground in takeoff position. Aircraft waiting on the taxiway for another aircraft to take off or land will remain behind the runway holding position markings.

**E.** Aircraft shall not be taxied by engine power into or out of any hangar.

**F.** Aircraft will not be operated on the sod or ground areas of the Airport except for designated parking and taxiway areas. Chapter 18

**Rule 5-6. Authority to Suspend Operations** – The Airport Manager may suspend or restrict any or all operations whenever such action is deemed necessary in the interest of safety.

**Rule 5-7. Standard Traffic Pattern and Altitude, Non-Towered Airports** – All flight activity will adhere to FAA Advisory Circular 90-66A (latest change) "Recommended Standard Traffic Patterns and Practices for Aeronautical Operations at Airports without Operating Control Towers"; also depicted in the Aeronautical Information Manual. Helicopters will operate as to not obstruct the normal traffic pattern. The use of standard traffic patterns does not alter the responsibility of each pilot to see and avoid other aircraft. Chapter 18 has pattern altitudes listed. Recommend we leave in the new piston and turbine altitudes.

**Rule 5-xxx Takeoffs on Other Than Runways** – Takeoffs or landings shall not be made on the apron, parking ramp, taxiway, or any area other than designated runways by airplanes, gyroplanes, powered lift, balloons, airships, ultralights, or light sport aircraft except by prearranged permission from the Airport Manager. Helicopters may operate to and from designated helicopter landing areas. Chap 18

**Rule 5-xxxx Preferred Runway** - If the winds are calm or at a ninety (90) degree crosswind to Runway 34/16, the preferred take off and landing runway is 16. Chap 18

**Rule 5 - xxxxx Altitude and Noise of Engines** - No aircraft shall be operated over the city and Medina Valley Independent School District complex at an altitude of less than 1,000 feet AGL. Aircraft engines shall not be operated in those areas in such a manner as to distract, excite, or disturb persons on the ground regardless of altitude. Chapter 18

**Rule 5-8. Student Training, Local Operations**

Flight instructors shall avail themselves and their students of all rules and regulations, including local rules and FARs in effect at the Airport.

**Rule 5-9. Agricultural Spraying Operations** - Ag operations shall be accomplished in accordance with the standards of the Environmental Protection Agency and the Texas Commission on Environmental Quality in an area and manner so designated by the Airport Manager. Each Ag operator shall be responsible for the cleanup of any hazardous chemical spills on Airport property caused by the Ag operator. All Ag operators should contact the Airport Manager to inquire and inform of any requests, changes, designated, areas, etc.\*\*\*\*\*

**Rule 5-10. Special Procedures**

**E.** Aviation or auto fuels shall not be stored within a hangar or building except in approved five (5) gallon or smaller containers manufactured and marked for such purpose, or in accordance with lease terms.

**F.** Persons or businesses wishing to dispense fuel into their privately owned aircraft shall not be denied; however, they must meet all reasonable requirements the City places on other fuel suppliers, public or private. Private fueling facilities located on leased property must be installed and the fuel dispensed in accordance with all rules applicable to aircraft fueling and fire safety contained herein.

**G.** Fuel spills in excess of one gallon must be reported to the Airport Manager and immediate action taken by the spilling entity to clean up the spill in accordance with all local, state, and federal regulations. The clean-up must be made using proper cleaning materials. A spill kit specifically for use in cleaning fuel spills is recommended and encouraged.

**Rule 6-2. Fuel Flowage Fee** - Any person, corporation, or business entity of any kind, or any person acting for or through them, who receives fuel for a fuel storage tank or who receives fuel obtained from a source not on the Airport and directly fills that fuel into any aircraft on the Airport may be required to pay the amount per gallon of fuel as determined by the City Council and included in the City of Castroville Adopted Comprehensive Fee Schedule. \*\*\*\*

Payment to the City of all fuel flowage fees due must be made not later than the fifteenth (15th) day of the month following the date of the fuel delivery.

Payment of fuel flowage fees shall be accompanied by a report on a form approved by the Airport Manager that indicates the amount of fuel delivered to the airport during the preceding month.

Military aircraft conducting operations which require fueling from U.S. Government facilities are exempt from fuel flowage fees.

**Rule 6-3. Fire Safety**

**A.** Every person using the Airport or its facilities in any manner shall exercise the greatest care and caution to avoid and prevent fire.

**B.** Smoking or open flame within fifty (50) feet of any fuel tank, fuel pump, or fuel truck is prohibited.

**C.** Hangar entrances must be clear in a manner such that emergency or fire / rescue personnel and equipment can immediately access the hangar without hindrance.

**D.** The floors in all buildings shall be kept clean and free of oil. Volatile or flammable substances shall not be used to clean floors, walls or any portion of a hangar structure.

**E.** The Airport shall supply and maintain to City owned hangers such adequate and readily accessible fire extinguishers as may be required by applicable fire codes and regulations. Each fire extinguisher shall carry a suitable tag showing the date of most recent annual inspection.

**F.** Compressed flammable gas shall not be kept or stored upon the Airport, except at such place as may be designated by the Airport Manager.

**G.** No flammable substance shall be used for the cleaning of any aircraft part or anything inside a hangar, T-hangar, or other building upon the Airport.

**H.** No one shall smoke or ignite a match or lighter in any building, hangar, or public ramp area except in posted "Designated Smoking Areas" identified by the Airport Manager. Chapter 18

**Section 7. Lease of Airport Property and Construction on Airport**

Chapter 18 need to resolve whether there is the option to remove or if the structure must stay and be taken by the city.

F. Leased land from which any building, hangar, or structure is removed, after due notice will be cleared, cleaned, and put back in its original or acceptable condition.

**Rule 7-3. Assignment and Sub-letting** – Without the prior written consent of City Council, the leased premises or any rights there under (except to a leasehold mortgagee as herein provided) may not be assigned. Any assignment or subletting shall be expressly subject to all the terms and provisions of the original lease.

**Rule 7-4. Flying Clubs** - A Flying Club ("Club") shall meet the following standards:

A. At the time of applying for a lease, license, permit or agreement to operate at the Airport, the Club shall furnish the Airport Manager with a copy of its documents of organization; the Club's list of members, including names of officers and managers; evidence of required insurance; a description of all aircraft used; evidence that such aircraft are properly certificated; evidence of ownership of such aircraft; and any operating rules of the Club.

B. All aircraft used by the Club shall be owned by the Club or leased exclusively by written agreement to the Club, and all ownership or lease rights to such aircraft must be vested on a pro-rata basis in all of the Club's members. The property rights of the Club members shall be equal, and no part of any revenues received by the Club shall inure to the direct benefit of any member (e.g., by salary or bonus). The Club shall not derive greater revenue from the use of its aircraft than the amount necessary for the operation, maintenance and replacement of its aircraft and facilities.

C. The Club's aircraft shall not be used by any persons other than the Club's members and shall not be used by any person for hire, charter, or air taxi. Flight instruction may be given in Club aircraft.

**Rule 7-5. Environmental Issues and Indemnification** - Any tenant of the Airport, its agents, employees, independent contractors, or sub lessee shall not install, store, use, treat, transport or dispose of any chemical materials not in compliance with those allowed by state and federal agencies. The amounts of allowable chemicals stored should not exceed the state or federal requirements, whichever is lower.

**Rule 7-6. Environmental Cleanup Laws** – An Airport tenant will, at their own expense, comply with all existing or hereafter enacted laws relating to Hazardous Materials (collectively, "Cleanup Laws") in effect at the time of the lease, and all future laws thereafter. An Airport tenant will, at their own expense, make all submissions to provide all information to, and comply with all requirements of the appropriate governmental authority (the "Authority") under the Cleanup Laws. Should any Authority require that a cleanup plan be prepared and that a cleanup be undertaken because of the existence of Hazardous Materials which were installed, stored, used, treated, transported, disposed of or discharged on the leased premises, by an airport tenant, its agents, employees, independent contractors or sub lessees during the term of a lease, the Airport tenant will prepare and submit the required plans and financial assurances in accordance with such Cleanup Laws. The Airport shall be indemnified and held harmless from and against all obligations, damages, injunctions, fines, penalties, demands, claims, costs, expenses, actions, liabilities, suits, proceedings and losses of whatever nature (including, without limitation, attorneys' fees and court costs), and all cleanup or removal costs and all actions of any kind arising out of or in any way connected with the installation, storage, use, treatment, transporting, disposal or discharge of Hazardous Materials in or on the leased premises by an Airport tenant.

### **Section 9. Conflict of Rules and Regulations**

If and where there are conflicts in the rules and regulations prescribed herein and the FAA's Federal Aviation Regulations (FAR), the latter shall prevail. If and where there exists a conflict between any of the rules or regulations prescribed herein and any other City rules applicable to the same area, the more stringent limitation, or requirement shall govern and prevail.

### **Section 10. Penalty for Violation**

The Airport Manager may deny use of the Airport for a period not exceeding fifteen (15) days for any person violating or refusing to comply with any of the rules or regulations prescribed herein pending a hearing by the City Council. Upon such hearing, such person may be deprived of the further use of the Airport and its facilities for a period of time as may appear necessary for the protection of life and property. Any violation of these rules and regulations shall be a misdemeanor, and upon conviction, be punishable by a fine not exceeding two-hundred (\$200) dollars, and each day a violation continues to exist shall constitute a separate offense. This section is cumulative of all other penalties for violation of Federal, State, and local laws, rules, regulations, ordinances, and orders. Citation for violation or issuance of a violation ticket of any of the rules and regulations prescribed herein may be made by any authorized police officer. The Airport Manager or City Council may request authorized police officers to investigate any suspected violation of these rules.

### **Section 11. Severability**

If any of the provisions of these rules and regulations or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of these rules and regulations which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

### **Section 12. Emergency Enactment**

The immediate operation of the provisions of these rules and regulations is necessary for the preservation of the public health, public safety, and general welfare. An emergency is hereby declared to exist, and these rules and regulations shall be in full force and effect from and after the enabling ordinance passage by the City Council of the City of Castroville, Texas and publication and posting as required by law.