

SECTION 2 - GENERAL REGULATIONS

2.01 COMPLIANCE WITH RULES AND REGULATIONS

- a. Any permission granted by the City, directly or indirectly, expressly, or by implication or otherwise, to any Person to enter or to use the Airport or any part thereof, is conditioned upon compliance with these Rules and Regulations and the Minimum Standards of the Airport. In the event that these Rules and Regulations conflict with FAA regulations, the FAA regulations shall supersede these Rules and Regulations. In the event that differing specific requirements are imposed upon a Person by other Lease Agreements, Franchise Agreements or other agreements with the City of Manassas, the most stringent applicable requirements shall apply.
- b. Any permission granted by the Director, after approval by the Airport Commission if such is necessary, under these Rules and Regulations, is conditioned upon the payment of any and all applicable fees and charges as established by the City.
- c. Any Person violating any of these Rules and Regulations shall be held accountable as provided by these Rules and Regulations, by any applicable law, or by any applicable administrative or contractual actions.

2.02 COMMERCIAL ACTIVITY

No Person shall occupy, sublease or rent space, and no Person shall carry on any Commercial Activity on the Airport without first complying with the Minimum Standards and obtaining written authorization for such activity from the City or its authorized representative.

2.03 ADVERTISING AND DISPLAY

No Person shall post, distribute, or display signs, advertisements, literature, circulars, pictures, sketches, drawings, or other forms of printed or written material on or at the Airport without the prior written permission of the City or its authorized representative. Such actions are subject to reasonable restrictions to protect traffic, the public, businesses, and other uses of the Airport by the public. These reasonable restrictions may limit leafleting to a defined stationary area, may limit the number and sizes of signs and may require that someone attend the signs. Signs displayed on the Airport must comply with all applicable local laws, including those governing zoning.

2.04 SOLICITATION

No Person shall Solicit fares, alms, or funds for any purpose or conduct any poll within the Airport grounds without first obtaining permission from the City or its authorized representative. Such actions are subject to reasonable restrictions to protect traffic, the public, businesses, and other uses of the Airport by the public. These reasonable restrictions may limit solicitation to a defined stationary area, may limit the number and sizes of signs and may require that someone attend the signs.

2.05 RESTRICTED AREAS AND AIR OPERATIONS AREAS

No Person may, without the prior authorization of the Director or his authorized agent, enter the Airport Operations Area (AOA) or any Restricted Area on the Airport except:

- a. Persons assigned to duty thereon and entering in accordance with a security clearance pursuant to a security program established or authorized by the Airport Commission.
- b. Aircraft owners, operators and their employees, pilots, passengers, and those engaged in an Aeronautical Activity.
- c. Persons and/or entities authorized by the Director to perform Aeronautical Activities.
- d. Police and fire and rescue personnel performing their duties.

All owner, operators of based aircraft and/or employees operating on the AOA shall complete the Airport's Driver Training Movement and/or Non-Movement requirements.

2.06 AIRPORT SECURITY

Any Person using the Airport in any capacity shall follow the security requirements adopted by the Commission.

- a. Each Person and Tenant who has a Franchise Agreement or Lease Agreement, or other agreement with the Airport and whose leased, franchised, or otherwise assigned area forms a part of the Airport's perimeter fence, or whose leased, franchised, or otherwise assigned area is in the main Terminal shall make every reasonable effort to prevent, restrict and deter unauthorized access to the Aircraft Operations Area through their leased, franchised, or otherwise assigned area.
- b. Each Person and Tenant who has a Franchise Agreement, Lease Agreement, or other applicable agreement with the Airport shall be responsible for maintaining its outside Apron and parking lot lighting system(s) in good working order and shall replace broken lamps and fixtures within 48 hours of becoming aware of the problem. Lights that cannot be repaired within 48 hours shall be reported to the Director.
- c. No person shall "piggy-back" through an Airport gate. Any Person that has been issued an Airport gate card shall stop and allow the gate to close before proceeding. Cardholders are responsible for any visitor or employee who enters the airfield under their escort. Reference Section 2.13.
- d. All Aircraft left unattended for any period of time shall be secured against unauthorized access by using any combination of key removal, door locks, throttle locks, control locks, propeller locks/chains, or other appropriate devices. Aircraft shall be secured in accordance with Section 5.03(3) of these Rules and Regulations.

e. All Buildings and hangars, when unattended for any period of time, shall be closed and locked so as to prevent unauthorized entry.

f. No Person shall tamper with or block-open any Airport security gate or door except for emergencies, maintenance or special event. Written permission from the Director or authorized representative is required prior to leaving a door or gate open. Should permission be granted, an individual with a valid gate card must be present during the duration that the door or gate is open. The Airport should be notified of any open or stuck gate.

g. No fuel truck shall be parked within fifty (50) feet of a perimeter security fence.

h. No Aircraft shall be parked within ten (10) feet of a perimeter security fence.

2.07 PICKETING, MARCHING AND DEMONSTRATING

Picketing, marching and demonstrating on the Airport shall be governed by Section 102-42 of the Code of the City of Manassas.

2.08 NONPROFIT FLYING CLUBS

All Flying Clubs should be conducted in compliance with the requirements of FAA's amended policy on Flying Clubs as found in 81 FR 13719 and with the Airport's Minimum Standards.

2.09 OPERATING PROCEDURES, EMERGENCY PROCEDURES & DIRECTIVES

Written operating procedures and directives issued by the Director shall be considered as addenda to, and shall have the full force and effect of, these Rules and Regulations.

a. When an emergency exists at the Airport, the Director or his authorized representative shall be empowered to take any action which, within his/her discretion and judgment, is necessary or desirable to protect the health, welfare and safety of Persons and property, and facilitate the operation of the Airport.

b. During an emergency, the Director or his authorized representative may suspend these Rules and Regulations, or any part thereof, in his/her discretion and judgment, by providing notice of such suspension to all Franchisees, Lessees, Tenants, and others, using any appropriate communication method including e-mail, fax, phone, or text messaging; and, he/she may, in addition, issue such oral orders, rules and regulations as may be necessary.

c. The Director or his authorized representative shall at all times have the authority to take such reasonable action as may be necessary for the proper handling of the conduct of members of the public at the Airport.

2.10 AIRPORT FEES

In accordance with the Code of Virginia §5.1-44, the City may establish fees or other charges for the use of the Airport or for services and activities at the Airport. All Airport fees and charges shall be paid on or before the date due. The City shall charge a late fee for all fees and charges that are not received by the due date. A list of fees and charges are listed in the Airport Minimum Standards. The Airport Director may assess penalties, violations, or fees if Airport Rules and Regulations are broken.

2.11 AIRCRAFT STATE LICENSES

All Aircraft that are based in the Commonwealth of Virginia in excess of 60 days during a 12-month period are required to be licensed by the Virginia Department of Aviation pursuant to §5.1-5. On the Airport, these Aircraft must display the license decal at all times, or the owners must make available the aircraft registration card when requested.

2.12 BASED AIRCRAFT REGISTRATION

All Aircraft owners that Base their Aircraft at the Airport shall complete a registration form and return it to the office of the Director.

2.13 AIRPORT BADGES AND IDENTIFICATION

- a. No person shall access the AOA through vehicle gates unless he or she is in possession of a valid gate card. Gate cards are issued at the discretion of the Director or authorized representative. Persons who possess a valid gate card are responsible for any visitor or employee who enters the airfield under their escort or permission.
- b. The Airport Director has the right to rescind permission for the use of any access control device and to confiscate any Airport badge previously given to any Person for any lawful reason, including but not limited to violations of Airport security standards and Rules and Regulations.
- c. All Gate Card Holders shall successfully complete the requirements of the Airport's Driver Training Program every 2 years prior to accessing the AOA.