

COUNTY OF SAN DIEGO  
AIRPORTS

**RULES  
AND REGULATIONS**

San Diego County Code

FOR FIXED BASED OPERATORS, LESSEES, LICENSEES, TENANTS,  
PERMIT HOLDERS, USERS, AND VISITORS



**March 2016**

County Airports Rules and Regulations are established either by County Code of Regulatory Ordinances or by the County of San Diego, Department of Public Works on the date indicated below.



---

PETER DRINKWATER  
Director of Airports

3/23/16

Date



---

RICHARD CROMPTON  
Director, Department of Public Works

3/23/16

Date

## TABLE OF CONTENTS

<b>INTRODUCTION.....</b>	<b>4</b>
<b>GENERAL PROVISIONS.....</b>	<b>5</b>
<b>PART 1 - AIRPORT OPERATIONS.....</b>	<b>8</b>
SECTION 1. AIRFIELD OPERATIONS	
SECTION 2. AIRCRAFT OPERATIONS	
SECTION 3. MOTOR VEHICLES/EQUIPMENT	
SECTION 4. RUNWAY INCURSION PREVENTION PROGRAM	
<b>PART 2 - COMMERCIAL ACTIVITIES.....</b>	<b>21</b>
SECTION 5. REQUIREMENT FOR LEASE, LICENSE OR PERMIT	
SECTION 6. FLIGHT TRAINING PROVIDERS AND FLYING CLUBS	
SECTION 7. FUEL SERVICING	
<b>DEFINITIONS AND ABBREVIATIONS.....</b>	<b>33</b>
<b>INDEX.....</b>	<b>38</b>
<b>APPENDIX A – CODES AND REGULATIONS (“LAWS”).....</b>	<b>40</b>

## INTRODUCTION

### **Purpose of Rules and Regulations**

Rules and Regulations as outlined in this document are designed to facilitate the safe and efficient operation of each airport. They are intended to be reasonable, non-arbitrary, and non-discriminatory and therefore apply equally to everyone. Lessees, Licensees, Permittees, and users (Users) shall at all times comply with federal, State and local laws, ordinances, regulations, grant agreements, policies adopted by the Board of Supervisors, and policies, permits and orders of State or federal agencies with oversight responsibilities, including, without limitation, the Codes enumerated in Appendix A (collectively referred to herein as the “Laws”). Compliance with these Rules and Regulations is required from Users with leases, permits, licenses or other agreements with the County that require compliance with County policy. In the event of a conflict between the terms of a license, lease or other agreement and these Rules and Regulations, the terms of the license, lease or agreement shall control. These Rules and Regulations do not establish a duty or obligation of any kind on the part of the County.

# **GENERAL PROVISIONS**

## **1. APPLICABILITY**

These Rules and Regulations will be incorporated into leases, licenses, permits and other agreements required for the use of airport property by inclusion of a compliance with laws provisions that requires compliance with County policy. Failure to comply with these Rules and Regulation by a Lessee, Licensee, Permittee or other party with a contractual relationship with the County, where compliance is required by contract, shall be a breach of the agreement.

## **2. RELATION TO OTHER RESTRICTIONS**

These Rules and Regulations include and expand upon the Airport Rules and Regulations adopted by the County of San Diego, Board of Supervisors (Board), and set forth at Section 85.401 et seq. of the San Diego County Code of Regulatory Ordinances (SDCC), the Schedule or Rates and Charges and Use Control Policy Adopted by the Board by ordinance, and other ordinances and policies adopted by the Board related to the use of County property. The substance of ordinances and policies adopted by the Board are set forth in these Rules and Regulations for the convenience of airport Users. Citations to applicable ordinance sections will be provided so that Users will know when a rule or regulation cited herein is reflective of a Board adopted ordinance or policy. Where there is a conflict between these Rules and Regulations and any ordinances or policies adopted by the Board, the Board adopted requirements shall control.

## **3. VIOLATION OF RULES AND REGULATIONS FORBIDDEN; SANCTIONS.**

A person who, acting on their own or through an officer, guest, invitee, agent, subtenant or employee, is in violation of these Rules and Regulations does not have, and is acting without, the permission of the County to remain on or to conduct any activity on an airport. Any such person who is in violation of these Rules and Regulations may be promptly ejected and removed from the airport, upon the order of the County's Director of the Department of Public Works, Director of Airports, or the airport manager, or by a law enforcement officer acting pursuant to the request of the airport manager or Director of Airports. Any person who is ejected and removed from the airport may be deprived of and refused the future use of the airport and of the airport facilities for such time as the Director of the Department of Public Works, Director of Airports or airport manager, may determine and order, and until such time as such person may accomplish to said Directors' or manager's satisfaction such remedial actions as said Directors or manager may order, notwithstanding any rights such person may otherwise have by virtue of any lease, license, permit or other agreement. The foregoing penalties are cumulative and supplemental to any penalties or remedies cognizable at law or set forth in any lease, license, permit or agreement for the use of a County airport.

## **4. NON ASSUMPTION OF LIABILITY**

The County of San Diego, and its officers, agents and employees, assume no liability or responsibility, and shall not be liable or responsible other than as required by law, for any loss, damage, destruction, injury or death to any person or persons or to any property by reason or any accident, incident, occurrence or mishap of any nature whatsoever or from any cause whatsoever. Any person entering an airport, or using or seeking or preparing to use an airport or any airport facility, does so at his own risk. (SDCC § 85.407)

**5. ASSUMPTION OF RISK; DEFENSE AND INDEMNITY**

The privileges of using any County airport or its facilities shall be conditioned upon the assumption of full responsibility and risk by the User. As a condition of any license, lease, permit or other agreement whereby permission is granted to use airport property, the licensee, lessee, permittee or other contracting party with the County shall agree to defend and indemnify the County, and its officers, agents, employees and volunteers from any and all liability resulting from the use of the Airport.

**6. DAMAGE TO AIRPORT PROPERTY**

Any and all airport property damaged, injured or destroyed, by accident or otherwise, shall immediately be paid for by the person or persons responsible for such damage, injury or destruction; provided that the County Director of the Department of Public Works may, in his discretion, authorize deferred payment. (SDCC § 85.435)

**7. RATES AND CHARGES.**

Aircraft and business operations on the airport shall be subject to Schedule of Rates and Charges and Use Control Policy for County Airports, as adopted by the Board of Supervisors. (SDCC § 85.422) The Schedule of Rates and Charges and Use Control Policy was adopted by the Board by ordinance. A copy of the ordinance as amended to date is available on the website for San Diego County Airports at [www.sandiegocounty.gov/dpw/airports](http://www.sandiegocounty.gov/dpw/airports).

**8. FIREARMS AND EXPLOSIVES**

No firearm, whether or not loaded or operable, and no explosive or explosive device whether or not operable, shall be brought into or possessed within any premises owned or leased by the County which public business is conducted. (SDCC § 33.109)

**9. LOITERING**

No loitering on County airport property.

**10. SMOKING PROHIBITED**

No smoking shall be permitted within 50 feet of any fuel storage facility, fuel truck or any fuel storage facility or container at any time.

No public employee or member of the public shall smoke any tobacco product or electronic smoking device inside a public building, or in an outdoor area within 20 feet of a main exit, entrance, or operable window of a public building. No person shall engage in the smoking of an electronic smoking device in the unincorporated area of the County in any location where smoking tobacco is prohibited by any state statute or regulation (California GC § 7597, SDCC § 32.1403(b), and Admin. Code § 64)

## **11. ANIMALS**

No person shall enter the terminal building or landing area of the airport with a dog or other animal, except a seeing-eye dog, unless such dogs or other animals are restrained by a leash and kept under complete control. Dogs and other animals are permitted in other areas of the airport if they are restrained by a leash or otherwise confined so as to be under the complete control of the person accompanying such animal. (SDCC § 85.418)

## **12. SANITATION REQUIREMENTS**

All refuse, garbage, papers, and other materials shall be placed in receptacles provided for these products. Flammable, corrosive, hazardous, explosive and other toxic or dangerous substances shall only be placed trash receptacles that are clearly labeled and designed to handle these materials.

# **PART 1 - AIRPORT OPERATIONS**

## **SECTION 1 - AIRFIELD OPERATIONS**

### **1.1. ELECTRICAL EQUIPMENT**

No person shall install or use any electrical equipment or machinery in a hangar, modify existing wiring, or install additional outlets, fixtures or similar items without the prior written approval of the Director of Airports unless otherwise such installations are authorized by a lease or license agreement with the County.

### **1.2. HANGAR INSPECTION**

Unless otherwise specified under a lease or license agreement with the County, the Director of Airports shall have the right to enter any hangar on County airport premises at any time without notifying or obtaining permission of the tenant for the purpose of inspecting the hangar's physical condition and assuring compliance with all Laws.

### **1.3. USE OF ROADS AND WALKS.**

No person shall travel on the airport property other than on the roads, walks, and places appropriate to the type of travel, nor shall any person use said roads, walks, or other places in such a manner so as to hinder or obstruct the property usage thereof by others. (SDCC § 85.417)

### **1.4. LUBRICATING OILS, DOPES, PAINTS AND THINNERS – STORAGE**

No person shall keep or store any lubricating oils, dopes, paints or thinners on airport premises, in hangars, or in any building at the airport unless stored in an appropriate, approved container with suitable draw-off devices and storage of such materials is approved by lease, license or permit.



## **SECTION 2 – AIRCRAFT OPERATIONS**

### **2.1. OPERATION OF AIRCRAFT**

No person shall navigate, land, takeoff or fly any aircraft, or service, maintain or repair any aircraft, or conduct any aircraft operations or activities on, from or about the airport other than in conformity with current Federal Aviation Administration (FAA) Federal Air Regulations (FAR), and Civil Aeronautics Board (CAB) rules and regulation and with applicable laws of the State of California. (SDCC § 85.421)

### **2.2. AIRCRAFT EQUIPMENT**

In compliance with FAA regulations, no person shall operate an aircraft to, from, or at a towered airport unless it is equipped with a functional two-way radio capable of communicating with the FAA Air Traffic Control Tower (ATCT) or on the appropriate frequencies, including but not limited to, the Common Traffic Advisory Frequency (CTAF) frequency, in accordance with FAA regulations, or if under “no radio” conditions, pilot is under positive control with ATCT using light-gun signaling.

### **2.3. STARTING AND RUNNING ENGINE: LOCATION**

Aircraft engines shall be started and warmed only in those places designated for such purposes by the airport manager. Aircraft shall be so placed and oriented while an engine is running that no hangar, building, or person is in the path of the propeller slipstream, and so that no dust cloud or other hazard to aircraft is created. (SDCC § 85.431)

### **2.4. RUNNING OF AIRCRAFT ENGINES**

No aircraft engine shall be started or run unless a licensed pilot or mechanic is attending the controls. Blocks equipped with ropes, or other suitable equipment for blocking an aircraft, shall always be placed in front of the main landing wheels prior to starting an engine of the aircraft unless the aircraft is equipped with adequate locking brakes. (SDCC § 85.432)

### **2.5. RUNNING OF ENGINE IN HANGAR**

No aircraft engine shall be started or run in a hangar at any time. (SDCC § 85.433)

### **2.6. SAFE HANDLING OF AIRCRAFT**

The pilot of moving aircraft, or of an aircraft preparing or waiting to move, shall take all due care to avoid, and shall assure himself that there is no danger of a collision with any other aircraft, whether moving or stationary, or with any building or obstruction. Aircraft shall at all times be taxied, landed or taken-off at reasonable speeds and while under the full control of the pilot. (SDCC § 85.428)

## **2.7. AIRCRAFT – FULL CONTROL REQUIRED**

Following a landing or prior to takeoff and while taxiing, the Pilot In Command shall assure that there is no danger of collision with other aircraft taking off, landing, or taxiing. All aircraft shall be taxied under full control and at a reasonable speed.

## **2.8. RESTRICTION OF MOVEMENT**

The airport manager may delay or restrict any ground movement or other operation or activity on the airport, and may refuse departure of aircraft from parking areas on the airport, for any reason the airport manager deems necessary in the public interest or to protect public health, safety or welfare. (SDCC § 85.424)

## **2.9. TAXIING**

No aircraft shall be taxied from any aircraft parking area/apron onto a County maintained taxiway or runway without clearance from the ATCT. At a County Airport where there is no air traffic control tower in operation, the pilot is advised to use the CTAF and transmit all intentions in the safest and most efficient manner. All aircraft shall be taxied under full control at a reasonable speed. (SDCC § 85.461) No aircraft shall be taxied into or out of hangars at any time. (SDCC § 85.429)

## **2.10. AIRCRAFT TAKEOFFS AND LANDINGS**

All takeoffs and landings at airports without control towers, or when control towers are inoperative, shall be made at safe distances from other aircraft, and from all buildings, automobile parking areas, and similar areas and obstructions. Aircraft shall clear all highways and roads on or adjacent to the airport by a vertical distance of no less than fifty (50) feet. (SDCC § 85.423) Except in an emergency, all fixed wing aircraft shall make takeoffs and landings from the runway.

## **2.11. AEROBATICS PROHIBITED**

No aircraft shall be flown within the airport traffic area in any aerobatic maneuver or maneuvers other than those required in normal and routine operation unless specifically approved by the Director of Airports. (SDCC § 85.425)

## **2.12. NIGHT FLYING**

No person shall land at, taxi on, or take off from an unlighted runway after dusk or before dawn except in the event of an emergency. (SDCC § 85.430)

## **2.13. NOISE ABATEMENT PROCEDURES**

All persons operating aircraft from County airports shall comply with all noise abatement procedures, traffic patterns, and policies as may be established by County and acceptable to FAA. (SDCC § 85.441)

## **2.14. TRAINING FLIGHT RESTRICTIONS**

Only those aircraft that on takeoff or landing cause an effective perceived noise level (EPNL) not greater than 90 decibels (dB) at a sideline location 450 meters (1500 feet) from the extended centerline of the runway shall be permitted to conduct training flights at Gillespie Field, Palomar Airport, Ramona Airport, and Borrego Valley Airport. (SDCC § 85.442)

- (a) For purposes of this part the sideline effective perceived noise level shall be that measured or estimated as provided in Federal Aviation Administration Circulars 36-1B, dated December 5, 1977, and 36-2A, dated February 6, 1978, which circulars, including all subsequent revisions, amendments and reissues thereof, are incorporated herein by reference.
- (b) For the purpose of this part “training flight” shall mean any instrument or visual approach to the airport conducted for the purpose of student instruction, pilot proficiency training, or pilot evaluation check rides, whether or not a landing touchdown is accomplished.

## **2.15. PERMANENTLY BASED AIRCRAFT**

Only those aircraft that on takeoff or landing cause an effective perceived noise level (EPNL) not great than 90 decibels (dB) at a sideline location 450 meters (1500 feet) from the extended centerline of the runway shall be permitted to establish permanent base of operations at Gillespie Field, Palomar Airport, Ramona Airport, or Borrego Valley Airport after the effective date of this ordinance. (SDCC § 85.443)

- (a) For the purpose of this part the sideline effective perceived noise level shall be that measured or estimated as provided in Federal Aviation Administration Advisory Circulars 36-1B, dated December 5, 1977, and 36-2A, dated February 6, 1978, which circulars, including all subsequent revisions, amendments and reissues thereof, are incorporated herein by reference.
- (b) A “Permanent Base of Operations” for an aircraft is established at an airport whenever that airport serves as the base of activities for flight operations, maintenance and/or storage for any period exceeding 21 days in a calendar year.

## **2.16. AIRCRAFT PARKING**

No person shall park any aircraft at the airport in a location or manner not specifically designated or authorized by the Director of Airports, or an airport manager. (SDCC § 85.426) The Director of Airports may take action to lock-up or remove any aircraft parked in an unauthorized manner or location. Aircraft may be stored at tie-down spaces owned and operated by the County at an airport on either a transient or long term basis. Transient use shall refer to aircraft storage at an established daily rate with no designated space for no more than 30 days. The Director of Airports may require a permit for transient use.

Long term tie downs shall refer to tie down uses that occur for a period of more than 30 days with a designated space provided at an established monthly rate. A license or lease shall be required for all long-term tie downs. (Schedule of Rates and Charges and Use Control Policy, Part II, Sec. 1)

For Palomar Airport, due to limited transient parking, prior permission shall be sought before parking an aircraft for more than 21 days.

## **2.17. AIRCRAFT STORAGE AND REPAIRS AREA**

No aircraft shall be stored or repaired in any area or space other than those areas and spaces designated for such purposes by the Director of Airports or airport manager. (SDCC § 85.426.)

## **2.18. SECURING OF UNATTENDED AIRCRAFT**

Securing of unattended aircraft shall be the responsibility of the pilot of the aircraft. (SDCC § 85.427) No aircraft shall be left unattended at any County airport unless properly secured or positioned in a hangar or tie-down spot.

## **2.19. AIRCRAFT REPAIRS**

Owners and operators may perform repairs on their own aircraft, provided such work is conducted in an area designated by the Director of Airports and is compliant with Laws, including those related to health, safety, and stormwater. Owners and operators may perform inspections and minor repairs on their aircraft in their assigned hangar or parking areas (excluding draining engine oil, hydraulic fluid or fuel, or using solvents, unless adequate stormwater BMPs are used) in compliance with all Laws, including without limitation the airport stormwater Pollution Prevention Plan, or such subsequent plan as may from time to time be adopted to comply with State and federal clean water laws, and as long as all hazardous materials are properly disposed of off airport premises.

## **2.20. INCOMPLETE REPAIRS**

No person shall leave any aircraft in a disassembled condition in the aircraft parking areas for longer than sixty (60) days without prior written approval from the Director of Airports. Any approval to use an aircraft parking area for more than thirty (30) days may require a license from the Airports Director at a monthly rather than a tie-down rate. (Schedule of Rates and Charges and Use Control Policy, Part II, Sec. 1 & Part VI, Sec. 2[b])

## **2.21. MAINTENANCE TAXI AND RUN-UP**

Unless maintenance or ramp personnel are certified pilots, anyone conducting a maintenance taxi, run-up, or repositioning of an aircraft shall have completed the Driver Training Program. McClellan-Palomar Airport high power run-ups also require prior permission of the Airport Management or Operations Personnel and coordination with ATCT personnel and must be accompanied by specific guidance on positioning prior to run-up.

## **2.22. NON-AIRWORTHY AIRCRAFT**

The storage of non-airworthy aircraft or components thereof at County airport facilities or in tie-down spaces on County airport premises for any period greater than sixty (60) days is prohibited, unless the express written consent of the Director of Airports is obtained. (See, Section 2.20 above.) The tow-away, removal or storage of any such aircraft or components thereof shall be at the owner's sole cost and expense and without liability to the County.

## **2.23. PAINTING**

Painting and other similar processes shall only be conducted in buildings that are specifically designated for such activities, and must comply with Laws, including those relating to health and safety and stormwater, and those of the Air Pollution Control District. Shelters or any open tie-down areas are not authorized for these activities. Minor "touch-up" painting may be accomplished with prior written approval from the Director of Airports and in compliance with Laws, including those relating to health and safety and stormwater, and those of the Air Pollution Control District. The aircraft owner shall be held responsible for any damage to other aircraft and/or real or personal property resulting from any painting activities.

## **2.24. DERELICT AIRCRAFT**

Parking of derelict aircraft is prohibited on airport property. Derelict aircraft is defined as an aircraft that is not in active restoration, construction, or maintenance or does not have a current Registration and Airworthiness Certificate. The tow-away, removal, or storage of any such aircraft or components thereof shall be at the owner's sole cost and expense and without liability to the County.

## **2.25. CLEANING / WASHING OF AIRCRAFT**

No person shall use flammable, volatile, or hazardous liquids in the cleaning of aircraft, aircraft engines, propellers and/or appliances unless such cleaning operations are conducted in open air or in a room specifically set aside for that purpose. The room shall be properly ventilated, fireproofed, and equipped with adequate and readily accessible fire extinguishing apparatus. Fire Marshall approval shall be obtained before use of any such room/designated area is permitted. No aircraft washing shall be permitted unless performed at an approved aircraft wash rack or in an alternative area approved by the Director of Airports and in manner compliant with all Laws, including without limitation those related to the illicit discharge of non-stormwater and the discharge of pollutants in water.

## **2.26. DISPOSITION OF DISABLED AIRCRAFT**

The owner, pilot or operator of any aircraft which becomes wrecked or disabled at an airport, shall be responsible for the prompt removal of the wrecked or disabled aircraft, and parts thereof, as directed by the Director of Airports or airport manager. In the event the owner, pilot or operator fails to comply with such directions, the wrecked or disabled aircraft,

and parts thereof, may be removed by the Director of Airports or airport manager at the expense of the owner, pilot or operator. (SDCC § 85.436) The owner, pilot, or operator of an aircraft shall be deemed to be in compliance with this requirement where removal of a wrecked or disabled aircraft is directed to be delayed pending completion of an investigation of an accident by FAA or NTSB. Aircraft removal by an owner, pilot or operator must be accomplished in a manner that is safe and prevents damage to County or personal property.

## **2.27. INTOXICANTS AND DRUGS**

No pilot or other member of the crew of an aircraft in operation on any County airport, or any person attending or assisting in said operation of the aircraft, shall be under the influence of or impaired by drugs or alcohol. No person obviously under the influence of drugs or alcohol shall be permitted to board any aircraft except in case of emergency.

## **2.28. ACCIDENT REPORTS**

Persons involved in or witnessing an aircraft accident on the airport shall report such accident to the airport manager's office or to the nearest guard as soon as it is reasonably possible to do so. Such persons shall make written reports as requested by the airport manager. (SDCC § 85.437)

## **SECTION 3 – MOTOR VEHICLES/EQUIPMENT**

### **3.1. GENERAL**

All Users entering any movement area shall successfully complete County Airports approved Driver Training Program as per FAA Advisory Circular (AC) 150/5210-20, or such other regulations, ACs or guidance as may from time to time be adopted by the FAA.

Motor vehicles shall be operated on the airport in strict compliance with the applicable provisions of the California Motor Vehicle Code, the San Diego County Code of Regulatory Ordinances, the Airport Rules and Regulations (SDCC §85.451-85.456), and these rules and regulations. (SDCC § 85.451)

### **3.2. RESTRICTED AREAS**

No motorized equipment or vehicles shall be operated on the aircraft aprons of the field or on the taxiway and aircraft landing area, except by persons assigned to duty in those areas or by persons so authorized by the Director of Airports or airport manager. (SDCC § 85.452)

### **3.3. SPEED**

Motor vehicles shall be operated in strict compliance with the speed limits prescribed by the Director of Airports or airport manager and indicated by posted traffic signs. In no event shall any motor vehicle, except emergency vehicles in any emergency situation, exceed a speed of twenty-five (25) miles per hour. (SDCC § 85.453)

### **3.4. PARKING**

Vehicles shall be parked on the airport in the manner and at the locations indicated by posted traffic signs (SDCC § 85.454), or as designated by a lease, license or permit.

### **3.5. COMMON CARRIERS**

No bus, truck, taxi or other common carrier or vehicle for hire shall load or unload passengers or personal property at any place on the airport other than that place or those places designated by the Director of Airports or airport manager. (SDCC § 85.455)

### **3.6. ACCIDENT REPORTS**

Persons involved in or witnessing a motor vehicle accident on the airport shall report such accident to the airport manager's office or to the nearest guard as soon as it is reasonably possible to do so. Such persons shall make written reports as requested by the airport manager. (SDCC § 85.456)

### **3.7. AIRCRAFT RIGHT OF WAY**

No person operating a motor vehicle on the Aircraft Operating Area (AOA) shall in any way

hinder, stop, slow or otherwise interfere with the operation of any aircraft movement on the airport. An aircraft always has the right-of-way.

### **3.8. CONFORMITY WITH MOTOR VEHICLE CODE**

Motor vehicle operations in the AOA shall be governed in general by the provisions of the California State Motor Vehicle Codes and traffic directions procedures. Signals for turns, lights, and safe driving precautions shall be in conformity therewith. In addition, motor vehicles shall conform to regulations prescribed by the Motor Vehicle Code or procedures imposed pursuant to rules at airports and in compliance with the FAA AC 150/5210 or such other applicable State or federal laws, regulations or requirements as they presently exist or may subsequently be amended or adopted related to the operation of motor vehicles on airports.

### **3.9. OPERATING WITHIN THE MOVEMENT AREA**

Two-way communications shall be maintained with the air traffic control tower (ATCT) during ATCT operational hours. At no time shall any motor vehicle enter a movement area without two-way communication and approval by ATCT or being under escort by persons with such capability. During ATCT non-operational hours, or at airports which do not have an ATCT, persons shall broadcast their movement intentions on Common Traffic Advisory Frequency (CTAF) prior to entering, during their time in a movement area and upon exiting a movement area.

**Agua Caliente:** At no time shall aircraft enter or cross the runway unless landing or preparing to depart. Motor vehicles and pedestrians are not allowed on the runway without permission of the Airport Manager.

**Borrego:** At no time shall aircraft enter or cross the runway or parallel taxiway unless landing or preparing to depart. Motor vehicles and pedestrians are not allowed on the runway or parallel taxiway.

**Fallbrook:** At no time shall aircraft enter or cross the runway or parallel taxiway unless landing or preparing to depart. Persons wishing to cross east to west may do so in a motor vehicle using the airport perimeter road. Motor vehicles and pedestrians are not allowed on the runway or parallel taxiway. Motor vehicles are not authorized on east transient ramp or on runway.

**Gillespie Field:** At no time shall aircraft enter or cross any taxiway or runway unless approved by ATCT, or when ATCT is closed by broadcasting their intentions on CTAF. At no time shall aircraft, motor vehicles or pedestrians cross the movement/non-movement marking without two-way communication with ATCT. Motor vehicles or persons not equipped with two-way communication needing to enter runway or parallel taxiway must do so under escort from County Airport personnel.

**Jacumba:** At no time shall motor vehicles or persons enter or cross the runway unless landing or preparing to depart. Motor vehicles and pedestrians are not allowed on the runway without permission of the Airport Manager.



**Ocotillo:** At no time shall persons or motor vehicles enter or cross the runway unless landing or preparing to depart.

**Palomar:** At no time shall aircraft enter or cross the taxiway or runway unless approved by ATCT, or when ATCT is closed by broadcasting their intentions on CTAF. At no time shall aircraft, motor vehicles or pedestrian cross the movement/non-movement marking without two-way communication with ATCT. Motor vehicles or persons not equipped with two-way communication needing to enter runway or parallel taxiway must do so under escort from County Airport personnel.

**Ramona:** Motor vehicles shall use surface streets to move from one side of the airport to the other. Motor vehicles and pedestrians are not allowed on the runway or parallel taxiway.

### **3.10. DRIVING PRIVILEGE REVOCABLE**

The privilege to drive on the movement area may be revoked or suspended by the Director of Airports or the master lessee that issued the driver training card at any time to ensure public and pilot safety.

### **3.11. EMERGENCY VEHICLES**

All vehicles shall at all times give way to emergency equipment responding to an alert or emergency.

### **3.12. LICENSE REQUIREMENTS**

No person shall operate a motor vehicle on the AOA unless the driver is licensed or authorized to operate such a vehicle by a government agency. In addition to licensing requirements, drivers of motor vehicles on movement areas shall successfully complete the County Driver Training Program. Anyone operating a vehicle in movement areas must display their airport-issued driver permit.

### **3.13. PERIMETER/SERVICE ROAD – GILLESPIE FIELD**

The airport perimeter or service road at Gillespie Field shall only be used by authorized service vehicles with appropriate signage as determined by the Director of Airports, which include all airport administration vehicles, fuel trucks, governmental vehicles, and other vehicles with prior written approval from the Director of Airports. Private vehicles are not permitted without prior written approval from the Director of Airports; bicycles and pedestrians are not authorized to travel on the perimeter road.

### **3.14. PIGGY BACKING**

All vehicles, upon entering or exiting an airport access gate, shall wait for the gate to completely close behind them before proceeding to their destination so as to not allow the entry of an unauthorized vehicle.

### **3.15. RADIO REQUIRED**

The installation of a two-way radio does not permit the operation of vehicles on runways or taxiways without the prior written permission from the Director of Airports. No person shall operate any motor vehicle on airport runways or taxiways unless the motor vehicle is equipped with a functional two-way radio capable of communicating with the ATCT on the appropriate frequencies or is escorted by a permitted driver with a vehicle so equipped.

### **3.16. VEHICLE CONDITION/REPAIR**

- (a) No person shall operate any motor vehicle or equipment on the AOA unless such vehicle or equipment is in safe operating conditions for such operations and meets the basic safety requirements of the California Vehicle Code (i.e., brakes, running and parking lights, horn).
- (b) No person shall paint, repair, maintain or overhaul any motor vehicle or equipment on the AOA.

### **3.17. VEHICLES/EQUIPMENT PARKING AND STORAGE**

Motor vehicles are defined as any mechanical device designed for the transport of people or goods and includes, without limitation, official emergency response vehicles, airport administration vehicles, aircraft support vehicles, government vehicles, cars, vans, golf carts, buses, motorcycles, and motor homes.

- (c) No person shall park or store any motor vehicle or other equipment or materials on or in the movement area without prior written approval of the Director of Airports.
- (d) No person shall park any motor vehicle or other equipment or store materials within 20 feet of any fire apparatus positioned for fire safety or near any emergency electrical vault building on airport premises.
- (e) No person may park or store non-aeronautical vehicles or equipment on Airport Property (leased or non-leased) including motor homes, recreational vehicles (water or off-road), agriculture equipment, construction equipment or industrial equipment for any length of time without the prior written approval of the Director of Airports.

### **3.18. VEHICLE INSPECTION**

The Director of Airports is authorized to inspect and declare unfit for use on airport property any vehicle or piece of equipment that does not comply with the safe and efficient operation of a County airport.

### **3.19. VEHICLE, EQUIPMENT AND MATERIAL REMOVAL**

The Director of Airports may cause to be removed from the airport any motor vehicle or equipment or materials which are disabled, abandoned, parked, or operated in violation of

the airport rules and regulations or which represents a safety or operational hazard. Such a removal will be at the owner's expense and without liability for any damage which may occur during the removal process.

## **SECTION 4 – RUNWAY INCURSION PREVENTION PROGRAM**

All Users shall adhere to FAA regulations and County policies and procedures regarding the Runway Incursion Prevention Program and Vehicle/Pedestrian Deviation (V/PD) Prevention Program

### **4.1. TRESPASS ON AIRPORT RUNWAYS PROHIBITED**

It is unlawful for any person to go upon any airport runway owned, controlled or maintained by the County, either on foot, or horseback, or on a vehicle of any kind other than an aircraft, without permission to do so from the Director of Airports or airport manager. Notwithstanding this general prohibition, entry onto a runway is permitted for the purpose of repairing or maintaining such runway, for the purpose of furnishing service, or aid to an aircraft or to the crew or passengers thereof, to perform any duty required by law, or to board or debark an aircraft. (SDCC § 72.246)

### **4.2. RESTRICTED AREAS**

No person shall enter any area which is posted with signs reading “restricted”, “closed to the public”, or the like, except:

- (a) Person assigned to duty in such area.
- (b) Persons authorized by the Director of Airports or airport manager.
- (c) Passengers, under appropriate supervision, entering such areas for the purpose of embarkation or debarkation. (SDCC § 85.411)

### **4.3. LESSEE, LICENSEE AND PERMITTEE RESPONSIBILITIES**

Lessees, Licensees, Permittees, and persons entering into contracts with the County are fully responsible for ensuring all officers, employees (permanent or temporary), contractors, agents, guests, subtenants and invitees, and all others entering through their gates (pedestrian or vehicle) understand and comply with County requirements and applicable Laws regarding the use of County airport property. Lessees, Licensees, Permittees, and others under contract with the County shall be responsible for the conduct of their officers, employees (permanent or temporary), contractors, agents, guests, subtenants, and invitees while on airport property.

## **PART 2 – COMMERCIAL ACTIVITIES**

### **SECTION 5. REQUIREMENT FOR LEASE, LICENSE, OR PERMIT**

#### **5.1. CONDUCT OF BUSINESS**

No person shall use the airport or any part thereof, or any airport facilities, for revenue-producing or commercial activities without first securing an appropriate permit, lease or other such document from the County and, after having obtained such document, without complying fully and completely with all the terms and conditions thereof including the payment of rates and charges. (SDCC § 85.412)

**Cross reference(s)**—Uniform licensing procedure, § 21.101 et seq.

#### **5.2. AUTHORIZATION**

Having obtained an appropriate lease, license, permit or other such agreement, the individual or commercial entity must comply with all terms and conditions including the payment of rates and charges. The Director of Airports may restrict the location where such activities occur for the requirement of public safety and convenience. The Director of Airports shall impose such restrictions on a lease, license, permit or other such agreement as are reasonably necessary to protect the safety, efficiency or convenience of airport users or the general public. Lessee, licensee, permittee or other person under contract, shall conduct their activities in accordance with the Laws.

#### **5.2. ADVERTISEMENTS**

No person shall post, distribute, circulate or display any signs, posters, advertisements, circulars, or any other such printed, painted or written materials without first obtaining the written approval of the Director of Airports or airport manager. (SDCC § 85.415)

#### **5.3. SOLICITING**

No person shall solicit funds, goods, donations or pledges on the airport without first securing the written permission of the Director of Airports or airport manager. (SDCC § 85.416)

#### **5.4. COMPLIANCE INSPECTIONS**

All lessees, licensee and permittees shall be responsible for allowing for County compliance inspections of their facilities and equipment.

County Airports' staff shall have the right to enter any hangar or office on County airport premises at any time without notifying or obtaining permission of the tenant for the purpose

of inspecting the hangar's physical condition and assuring compliance with all applicable Laws and fire safety requirements.

#### **5.5. VEHICLE FOR HIRE**

No person shall operate any vehicles for hire on the airport unless the person has first acquired a license, lease or permit to conduct the activity on County airport property. (SDCC § 85.413)

#### **5.6. COMMERCIAL PHOTOGRAPHY**

No person shall take still, motion or sound pictures or photographs for commercial purposes without the written permission of the Director of Airports or airport manager. (SDCC § 85.414) If such pictures are taken for compensation, a license or permit is required. (SDCC § 85.412)

#### **5.7. MOBILE AIRCRAFT MAINTENANCE**

Any person performing aircraft maintenance for compensation at any County airport shall obtain a license or permit from the Director of Airports. Issuance of licenses and permits is subject to County of San Diego Airports Policies and Procedures. Aircraft Maintenance is defined by FAA regulations. No license or permit shall be required for lessees or sublessees of the airport property or their employees where their lease or sublease permits aircraft maintenance to be performed on their leasehold premises. No license or permit shall be required for certificated airlines or their employees that perform maintenance on aircraft owned or leased by them or on aircraft owned or leased by other certificated airlines where another lease, license or permit allows such commercial activities.

- (a) **Mobile Custodial Aircraft Maintenance License or Permit:** Mobile licenses or permits are required for custodial aircraft maintenance such as washing, polishing, upholstering, cleaning and other incidental custodial maintenance.
- (b) **Mobile Mechanical Aircraft Maintenance License or Permit:** Licensee or permittee shall be certified under the FAA rules for an Airframe and Powerplant (A&P) Mechanic. Licensee or permittee shall carry and produce liability insurance as required by the license or permit. Licensee or permittee shall hold harmless the County of San Diego, its elected officials, officers, agents and employees, as additional insureds and shall provide that all insurance required hereby shall contain provisions that the County determines necessary for such activity on airport premises. All maintenance activities shall be performed in compliance with the Laws, including State and federal Clean Water Acts and all State and federal permits and implementing ordinances and requirements imposed pursuant to those permits. Licenses or permits shall be issued at the discretion of the Director of Airports. Licenses or permits for mobile maintenance at airports with permanent maintenance facilities will be less likely to receive a permit as detailed in the County of San Diego Airports Policies and Procedures.

## **5.8. SERVICES AND DELIVERIES ON COUNTY OPERATED AIRPORT APRONS**

No person shall conduct any commercial delivery or service activity on the County operated airport aprons (including but not limited to, fueling of aircraft and ground service vehicles, catering in-flight meals, and the performance of ramp services) without first obtaining a lease, license or permit. Leases, licenses or permits may be issued if the Director of Airports determines that the activity to be performed is consistent with the safety and convenience of airport users and that a need exists for such activity. Leases, licenses or permits shall require applicable fees or charges be paid to the County for such commercial activities at any County airport.

## **SECTION 6 – FLIGHT TRAINING PROVIDERS AND FLYING CLUBS**

### **6.1. ANNUAL CERTIFICATION OF COMPLIANCE WITH FOREIGN FLIGHT STUDENT REQUIREMENTS.**

Every flight school operator and independent flight instructor that trains foreign flight students and is based at a County Airport shall annually certify to the Director its compliance with all foreign flight student screening, vetting, and/or monitoring requirements, including, without limitation, the requirements of the Alien Flight Student Program, the Student and Exchange Visitors Program, and their successor programs, statutes, rules, and regulations, as applicable. (SDCC § 85.419)

Any association of persons based on the airport that frequently operates aircraft can be defined as a “Flying Club.”

### **6.2. FLYING CLUB AIRCRAFT MAINTENANCE**

A person performing maintenance on Flying Club aircraft shall obtain a Mobile Maintenance License or Permit but shall be exempt from payment of fees for such a License or Permit if the person is performing maintenance for compensation only on aircraft used by one flying club and only if that person is a member of that Flying Club. This person must be certified by the FAA (A&P Certification) in order to perform such maintenance activities on any Flying Club aircraft. However, this person shall not be exempt from obtaining a license or permit if he/she is receiving compensation for such maintenance in excess of the amount of his/her annual dues and assessments as a Flying Club member.

### **6.3. LICENSE OR PERMIT REQUIRED**

A Flying Club may only operate at a County airport pursuant to a County issued license or permit or as a subtenant of a County approved lessee.

### **6.4. LICENSE OR LEASE NOT ASSIGNABLE**

Each County issued Flying Club license or permit is personal to the Flying Club and does not constitute a proprietary interest; neither such license or permit nor the right to conduct any operations thereunder may be sold, assigned, transferred, encumbered, leased, franchised, or otherwise disposed of by the Flying Club or by any member thereof.

### **6.5. USE OF CLUB AIRCRAFT**

Persons that are not members of the Flying Club shall not use Flying Club aircraft in exchange for compensation to the Flying Club. Persons operating Flying Club aircraft are prohibited from conducting charter operations unless all applicable fees, rents and charges are paid and the activity is approved in advance by the Director of Airports.



## **SECTION 7 – FUEL SERVICING**

All fuel-servicing activities on County airports must have a Fuel Concession License, Lease or Sub-lease Agreement or Refueling License before any fuel is delivered or dispensed on airport premises. Non-compliance with any of the following rules and regulations may be cause for termination of a lease, sub-lease or license under which such fueling services occur.

Fuel servicing operations at County airports are separated into three categories, Bulk Fuel Vendors, Tenant Refueling Agents, and Self-Fueling Operators.

### **7.1. BULK FUEL VENDORS – FUEL CONCESSION LICENSE**

Bulk fuel vendors who transport and deliver fuel to Tenant Refueling Agents and self-fueling operators on the airport. Bulk fuel operations shall have a Fuel Concession License.

### **7.2. TENANT FUELING AGENT – LEASE OR SUB-LEASE**

7.2.1 Tenant Fueling Agents are those, other than the airport sponsor, who sell fuel on the airport and must have a lease or a sub-lease with a fuel storage facility. The fuel storage facility requirement does not apply to the airports at Agua Caliente, Jacumba, or Ocotillo Wells.

7.2.2 Tenant Fueling Agents providing commercial refueling services as of July 1, 2015, shall have ten (10) years to come into compliance with the fuel storage facility requirement.

7.2.3 The authority to operate as a Tenant Fueling Agent is established through the agent's lease or sub-lease agreement.

### **7.3. SELF SERVICE**

7.3.1. Aircraft owners, including fractional ownership, are permitted to fuel, wash, repair, and otherwise take care of their own aircraft with their own personnel, equipment, and supplies.

7.3.2. Self-service activities must be performed by the owner or employees of the aircraft owner. Self-service activities cannot be contracted out to a third party.

### **7.4. SELF-FUELING WITH A FUEL TRUCK – LEASE, SUB-LEASE OR LICENSE**

7.4.1. Persons wishing to conduct self-fueling operations with a truck shall have a lease, sub-lease, or a license. For sub-leases and licenses, agreement is required from the leaseholders to have fuel trucks on their leasehold.

7.4.2. Self-fueling fuel trucks shall not be parked or stored on un-leased areas of the airport.

7.4.3. Self-fueling equipment and vehicles shall be parked, operated and maintained to the same standard as Tenant Fueling Agent equipment and vehicles.

7.4.4. Self-fueling fuel shall be subject to the Fuel Flowage Fee, as set forth in the Schedule of Rates and Charges. Such fees shall only apply to fuel dispensed into aircraft on a County Airport.

7.4.5. When needed, aircraft ownership will be determined by the FAA on-line Aircraft Registry at:  
[http://www.faa.gov/licenses\\_certificates/aircraft\\_certification/aircraft\\_registry/releasable\\_aircraft\\_download/](http://www.faa.gov/licenses_certificates/aircraft_certification/aircraft_registry/releasable_aircraft_download/)

## **7.5. FUEL OPERATIONS AND SAFETY**

All transportation, storage and other handling of aircraft and vehicle fuel shall comply with the Uniform Fire Code, as amended, the National Fire Protection Association's (NFPA) codes and standards, as amended, FAA Advisory Circular 150/5230-4A, as amended, all requirements of these regulations, and all other applicable Laws.

## **7.6. UNAUTHORIZED STORAGE AND POSSESSION OF FUEL**

Except as expressly permitted by these regulations, no person shall possess or dispense fuel at the airport.

## **7.7. AIRCRAFT FUELING LOCATIONS**

All aircraft fueling/defueling shall be performed outdoors. Aircraft being fueled or defueled shall be positioned so that aircraft fuel vents or fuel tank openings are not closer than 25 feet to any terminal building, hangar or building. No refueling or de-fueling is to take place when either the fuel truck or aircraft is inside a hangar or building.

## **7.8. STORAGE OF AIRCRAFT FUEL TRUCKS, TRAILERS AND OTHER AIRCRAFT REFUELING DEVICES**

- (a) A minimum of 50 feet from any parked aircraft and building other than maintenance facilities and garages for fuel servicing tank vehicles.
- (b) A minimum of 10 feet of clear space between parked vehicles for accessibility for fire control purposes.
- (c) All aircraft fuel trucks, aircraft and other vehicle or containers used to store fuel shall be maintained in a condition so as to prevent fuel from spilling or leaking. Dikes, berms or other spill prevention and containment techniques shall be used to prevent fuel from vehicles, equipment or storage containers from entering the stormwater conveyance system.

- (d) No aircraft refueling vehicle, aircraft fuel container, or other aircraft refueling device, empty or otherwise, shall be brought into, kept or stored within any building at the airport unless the building is used exclusively for that purpose. This section does not apply to vehicle fuel cans with a capacity of not more than five (5) gallons that have self-closing lids or to aviation fuel contained within the gas tank of an aircraft. A Fire Department operational permit is required when the amount exceeds five (5) gallons.

## **7.9. MOVEABLE FUEL STORAGE TANKS**

Unless otherwise approved by the Director of Airports moveable fuel storage tanks are prohibited at the airport except for:

- (a) Fuel trucks constructed, operated and maintained in all respects as required by applicable Law.
- (b) Permanent fuel tanks in an operable aircraft.
- (c) Tanks not exceeding one five (5) gallon capacity used solely for sampling and testing fuel, engines and fuel handling apparatus.
- (d) Tanks lawfully transporting fuel for immediate dispensing into a fuel storage tank permitted by the County. Such vehicles shall remain under escort by a representative of the company receiving the fuel.

## **7.10. MAINTENANCE OF FUEL SERVICING VEHICLES**

Maintenance and servicing of aircraft fuel vehicles shall be performed outdoors or in a building approved by the Director of Airports in writing for that purpose.

## **7.11. PROPER STATIC BONDING**

Prior to making any fueling connection to the aircraft, the fueling equipment shall be bonded to the aircraft by use of a cable. During refueling operations, aircraft and vehicle grounding procedures shall be exercised at all times.

## **7.12. ENVIRONMENTAL SPILLS NOTIFICATION AND REMOVAL**

Persons shall not fuel an aircraft in a manner that overfills the tank(s) or causes the tank(s) to leak fuel through its vent, and/or dump fuel.

- (a) If there is a spill of gasoline, oil, grease, or any material, the operator and owner of the equipment causing the spill shall immediately remove the spill and report it to the Director of Airports. Spills occurring on leased or licensed airport property shall be deemed to be the responsibility of the licensee requesting fuel service or lessee whether or not the lessee requested fuel services to completely clean-up to the

satisfaction of the Director of Airports.

- (b) In the event of a fuel spill longer than ten (10) feet in any direction or fifty (50) or more square feet total, the operator of the equipment causing the spill shall immediately call the Fire Department at 911. Subsequently, a call shall be made to the County's 24-hour notification line at (858) 565-5255 to notify the Director of Airports. For fuel spills or hazardous materials clean up at McClellan-Palomar Airport contact Operations personnel and/or the Aircraft Rescue and Fire Fighting (ARFF) Unit at (760) 497-4938 or (760) 497-4937.
- (c) In the event of any spillage, and the failure of the operator, owner, lessee or licensee to restore the area to its original safe and environmentally sounds status, the County may clean-up any material unlawfully spilled, placed or otherwise deposited at the airport and may charge the responsible person(s) for the cost of the clean-up, any required environmental remediation, and any expenses incurred by, or fines or damages imposed on, the County as a result thereof.

### **7.13. LUBRICATING OILS**

A total of twenty-five (25) gallons of lubricating oils which are necessary for minor aircraft maintenance may be stored in hangars or other suitable storage devices provided they are stored in their original container and have original manufacturer's labeling. A Fire Department operational permit is required when the amount exceeds twenty-five (25) gallons.

### **7.14. FIRE EXTINGUISHERS REQUIRED**

All service facilities and equipment must be properly equipped with adequate fire extinguishers and trained personnel to operate such emergency response equipment.

- (a) Each aircraft fuel servicing tank vehicle shall have two listed fire extinguishers, each having a rating of at least 20-B/C, with one extinguisher mounted on each side of the vehicle.
- (b) Extinguishers shall be kept clean and ready for use. Extinguishers located in an enclosed compartment shall be readily accessible, and their location shall be marked clearly in letters at least 50 mm (two inches) high.
- (c) All extinguishers shall be inspected and certified as required by applicable Law.

### **7.15. FUELING WHEN PASSENGERS ARE ON BAORD**

During fuel handling and transfer in connection with any aircraft, no passenger shall be permitted to remain in such aircraft unless at least one qualified person trained in emergency evacuation procedures in the aircraft at or near the door at which there is a passenger loading walkway, integral stairs that lead downward, or a passenger loading stair

or stand. A clear area for emergency evacuation of the aircraft shall be maintained at not less than one additional exit.

#### **7.16. NO SMOKING NEAR FUEL**

No smoking shall be permitted within 50 feet of any fuel storage facility, fuel truck or any fuel storage facility or container at any time.

#### **7.17. OPEN FLAMES**

Open flames on any aircraft fuel servicing aprons within 50ft of any aircraft fuel servicing operation or fueling equipment shall be prohibited. The category of open flames and lighted open-flame devices shall include, but shall not be limited to, the following:

- (a) Lighted cigarettes, cigars, pipes,
- (b) Exposed flames heaters; liquid, solid or gaseous devices, including portable and wheeled gasoline or kerosene heaters,
- (c) Heat-producing, welding or cutting devices and blow-torches,
- (d) Flare pots or other open-flame lights.

#### **7.18. TRUCK-TO-TRUCK TRANSFER**

Transferring fuel by pumping from one tank vehicle to another tank vehicle is prohibited within 200 feet of an aircraft or building.

#### **7.19. LIGHTNING PRECAUTIONS**

Fuel servicing shall be suspended where lightning flashes are within the immediate vicinity of the airport. For the purpose of this section 'immediate vicinity of the airport' shall be considered to be five nautical miles.

#### **7.20. FUELING PROHIBITED WHILE ENGINE RUNNING**

No aircraft shall be fueled or drained of fuel while the engine is running or while such aircraft is in a hangar or enclosed space. Emergency aircraft capable of "hot refueling" are exempt, but must provide the Director of Airports with proof of appropriate training satisfactory to the Director of Airports. Media aircraft are not considered emergency services.

#### **7.21. STARTING ENGINES**

No person shall start the engines of any aircraft where there is any type of fuel exposed on the ground under the aircraft.

## **7.22. FUELING OF NON-AVIATION VEHICLES**

Fueling of boats, motor homes, ATVs or other recreational vehicles is prohibited on the airport.

## **7.23. FUEL REQUIREMENTS OF FAA PART 139**

Aviation and aircraft refueling operations at McClellan-Palomar Airport shall be conducted in compliance with the latest amended version of FAA Part 139 or such supplemental or replacement regulations as may be adopted from time to time by the FAA.

## **7.24. BLOCKING OF CONTROL DEVICES PROHIBITED**

No emergency control, dead man handle, or similar safety device shall be blocked open or bypassed in such a manner as to circumvent the designed safety purpose of such device.

## **7.25. FUEL TRUCK DECOMMISSIONING**

If a fuel vehicle is to be considered out of service, it shall first be properly de-fueled and cleaned out and professionally certified as being de-commissioned. Placards clearly indicating that the vehicle is out of commission are to be placed on each side of the vehicle. Simply emptying the fuel storage tank on the vehicle does not render it de-commissioned.

## **7.26. FUELING OPERATIONS – OPERATION OF ELECTRICAL APPARATUS PROHIBITED**

No person shall operate any radio transmitter or receiver, or switch electrical appliances on or off, in an aircraft during fueling or draining of fuel.

## **7.27. FUELING OPERATIONS – REQUIRED EQUIPMENT**

All fuel service facilities and equipment shall be in compliance with FAA/AC 150-5230 "Aircraft Fuel Storage, Handling and Dispensing at Airports," and FAA/AC 150/5320 "Management of Aircraft Industrial Waste." All fuel service facilities shall have a business plan posted noting emergency response employees and personnel associated with an emergency response plan for their fueling operations and have a copy of such emergency response plan on file with the County. All service facilities and equipment must be properly equipped with adequate fire extinguishers and trained personnel to operate such emergency response equipment. In addition, a spill kit must be on site and readily available during all fueling operations. All service facilities and equipment must have proper SWPPP/BMPs available and in use and trained personnel to use such methods and supplies until emergency response teams arrive on premises.

## **7.28. FUELING OPERATIONS – STATIC SPARK MATERIAL PROHIBITED**

No person shall use any material that is likely to cause a static discharge during fueling or draining of fuel from aircraft. All aircraft must be appropriately grounded prior to fueling.

There will be no fueling allowed during an electrical or thunderstorm.

### **7.29. FUELING EQUIPMENT**

Fueling hoses and draining equipment shall be maintained in safe, sound and non-leaking conditions and must have SWPPP/BMPs materials and procedures in place near all equipment used in fueling operations.

### **7.30. GROUNDING REQUIREMENTS DURING FUELING OPERATIONS**

- a) All hoses, funnels and accessories used in fueling and draining operations shall be equipped with a grounding device to prevent ignition of volatile liquids.
- b) During fueling, the aircraft and the fuel dispensing apparatus shall both be grounded to a point or points of zero electrical potential.

# **OTHER REGULATIONS**

## **CHAPTER 10 – OTHER REGULATIONS**

### **10.1. PRESENT HOURS OF OPERATION**

Hours of operation effective as of March 13, 1979, shall remain in effect unless changed by the Board of Supervisors. Those hours are 8am – 5pm, Monday through Friday. (SDCC § 85.438)

### **10.2. OTHER REGULATIONS**

In addition to the provisions of this chapter, all activities on County airports subject to a County issued license, lease, permit or other agreement shall comply with the Minimum Standards and Policies and Procedures applicable to County airport activities, as well as all applicable Laws.

### **10.3. PLANT QUARANTINE INSPECTION**

Federal and California plant quarantine laws, as may be currently in effect, shall be enforced. Any person bringing plants, fruits, vegetables, nuts, seeds, cotton balls, raw cotton, cottonseed, or unprocessed plant products from any state or territory, including Hawaii, or from any foreign country, shall report to the airport manager who will arrange for inspection by the proper plant quarantine officials. All aircraft carrying such plants or plant products, including aircraft having come directly from Hawaii, which are not certified as inspected and released by the United States Department of Agriculture, shall remain unloaded of such plants and plant products until inspected or otherwise cleared by the proper authorities. (SDCC § 85.434)

### **10.4. CONSTRUCTION**

This chapter shall be construed so as to promote the objectives thereof and to protect and further the public health, safety, and welfare. (SDCC § 85.403)



# DEFINITIONS AND ABBREVIATIONS

**A&P** – Airframe and Powerplant

**Abandoned** – any piece of equipment or vehicle that is non-airworthy, or has no current registration, or has no current airworthiness certificate, or has a flat tire and is incapable of being driven or flown.

**Advisory Circulars (AC)** – Federal Aviation Administration Advisory Circulars ACs for the aviation industry.

**Aircraft** – any and all conveyances, now or hereafter used for flight in airspace.

**Aircraft Maintenance** – Mechanical maintenance, inspection, rebuilding, alteration, or performance of preventative maintenance on an aircraft, air frame, aircraft engine, propeller, appliance, or component part by a person currently certified to perform such activity, by the Federal Aviation Administration (FAA), as provided in Title 14, Code of Federal Regulations, Parts 43 and 65. “Aircraft maintenance” does not include aircraft wash and wax operations.

**Airport** – An area of land which is used, or intended to be used, for aircraft takeoff and landing. It includes any appurtenant areas used, or intended to be used, for airport buildings or other airport facilities or rights-of-way, together with all airport buildings and facilities located thereon. It also includes any heliport.

**Airport Manager** – the County Airports Director, the manager of any of the County airports, or their duly authorized representatives. (SDCC § 85.402)

**AOA** – Air Operations Area – the area that is inside the Airport boundary in which aircraft movements take place as defined by the Federal Aviation Administration-Advisory Circular AC150/5300.

**ATCT** – Air Traffic Control Tower – the FAA or non-federal owned/staffed ATCT facility located on Airport premises.

**BMP** – Best Management Practice.

**Board of Supervisors (Board)** – the County of San Diego elected officials as defined by the term “Board of Supervisors”.

**Bulk Fuel Vendors** – Businesses that transport and deliver fuel and lubricant supplies to businesses on the airport. Bulk fuel vendors do not dispense fuel or lubricants into aircraft at County Airports. Bulk fuel vendors are required to have a Fuel Concession License.

**City** – the City to which that airport is annexed.

**Codes** – the codes/rules as referenced below:

- NFPA 407 – Standard for Aircraft Fueling Servicing
- Aeronautics Law – State Aeronautics Act – Public Utilities Code
- California Fire Code – Part IV – Special Occupancy Uses – Article 24 – Airports, Heliports, and Helistops
- United States Environmental Protection Agency Codes and Regulations
- California Vehicle Code Section – 211113, 22511.8, 22651, and 22652
- San Diego County Administrative Code
- San Diego County Board of Supervisors’ Policies
- San Diego County Code of Regulatory Ordinances – Title 7, Division 3, Sec 73.101 – 73.107
- San Diego County Code Chapter 4 - Titled Airport Rules and Regulations Sections 85.401 - 85.461
- San Diego County Health and Safety Codes
- County of San Diego Air Pollution Control District Regulations
- Federal Aviation Administration FAA – Advisory Circulars, Orders, Rules
- Federal - Airport and Airway Act of 1970
- Federal – Airport Noise and Capacity Act of 1990
- Federal - Aviation Safety and Noise Abatement Act of 1979
- Federal - Clean Water Act
- Federal - Americans with Disabilities Act
- State of California - Health and Safety Code
- State of California - Penal Code
- State of California - Vehicle Code
- State of California - Code of Regulations - Title 21, Sections 3525 through 3560
- State of California - Public Utilities Code - Sections 21001 et seq. relating to the Aeronautics Act
- Transportation Security Administration (TSA) Regulations
- San Diego County Airports:
- County Airports - Storm Water Pollution Prevention Plan (SWPPP)
- County Airports Storm Water - Best Management Practices (BMPs)
- County Airports - Development Standards
- County Airports - Performance Standards
- County Airports - Minimum Standards
- County Airports - Rules and Regulations
- Schedule of Rates and Charges and Use Control Policy for San Diego County Airports

**County** – County of San Diego.

**County Airport** –an airport operated by the County of San Diego with specific identification names as defined under their individual State of California Airport Permits as follows:

- Agua Caliente Springs Airstrip (L54) – the County Airport, in an unincorporated area of the County of San Diego, in the State of California.
- Borrego Valley Airport (L08) – the County Airport, in an unincorporated area of the County of San Diego, in the State of California.

- Fallbrook Community Airpark (L18) – the County Airport, in an unincorporated area of the County of San Diego, in the State of California.
- Gillespie Field (SEE) – the County Airport, annexed in the City of El Cajon, in the State of California.
- Jacumba Airport (L78) – the County Airport, in an unincorporated area of the County of San Diego, in the State of California.
- McClellan-Palomar Airport (CRQ) – the County Airport, annexed in the City of Carlsbad, in the State of California.
- Ocotillo Airport (L90) – the County Airport, in an unincorporated area of the County of San Diego, in the State of California.
- Ramona Airport (RNM) – the County Airport, in an unincorporated area of the County of San Diego, in the State of California.

**Commercial Refueling Operators** – Commercial refueling operators are those who sell fuel on the airport. These operations must be either a leaseholder or sub-lessee with a fuel storage facility.

**CTAF** – Common Traffic Advisory Frequency – A frequency designed for the purpose of carrying out airport advisory practices while operating to or from an airport without an operating control tower.

**Derelict Aircraft** – Is defined as an aircraft that is not in active restoration, construction, or maintenance or does not have a current Registration and Airworthiness Certificate.

**Director of Airports** – Means the Land Use and Environment Group (LUEG) Program Manager for County Airports as hired by the Department of Public Works.

**Driver Training Program** – An awareness and airport procedures training course given by ATCT personnel or County staff or its designee teaching Search, Call, Acknowledge and Notice Procedures (SCAN).

**FAA** – Federal Aviation Administration.

**FAR** – Federal Aviation Regulation.

**Fixed Base Operator** – A commercial aviation business that provides more than one aeronautical service.

**Flying Club** – Any combination of persons who form a legal entity to provide members the privilege of piloting aircraft based on the airport.

**Flight Training Provider** – Any person or business providing flight instruction for compensation at a County Airport.

**Fuel Concession License** – License for Bulk Fuel Vendors to enable them to supply airport businesses with bulk fuel from off airport.

**Fuel Storage Facility** – A fixed facility consisting of underground or above ground fuel storage tanks and their associated piping and dispensing equipment, designed and built to the standards of the California Fire Code and NFPA 407.

**Laws** – Federal, State and local laws, ordinances, regulations, grant agreements, policies adopted by the Board of Supervisors, and policies, permits or orders of State or federal agencies with oversight responsibilities, including, without limitation, the Codes enumerated above.

**Lease** – A portion of an Airport that is leased to an individual or entity through an Aviation/Industrial Lease.

**Minimum Standards** – The qualifications or criteria that are established as the minimum requirement(s) that must be met by businesses engaged in on-airport aeronautical activities for the right to conduct those activities.

**Movement Area** – The runways, taxiways, and other areas of an airport which are used for taxiing, hover taxiing, air taxiing, takeoff, and landing of aircraft, exclusive of loading ramps and aircraft parking areas and as further defined in the FAA/AC 150-5300 “Airport Design.”

**NTSB** – Federal - National Transportation Safety Board.

**NFPA** – National Fire Protection Administration.

**On-Airport Rental Car Business** – Those rental car businesses which lease space on any County-owned or operated airport directly from San Diego County Airports.

**Pedestrian** – A person on foot, on a bicycle, in a wheelchair (motorized or manual), on a skateboard (motorized or manual) or on a scooter (motorized or manual).

**Person** – Any individual, estate, firm, association, political body, business, organization, group, partnership, business trust, company, corporation, or other legal entity including any member trustee, agent, employee, officer, receiver, assignee, or other representative of any of these. (SDCC §85.402.)

**Positive Control** – Absolute or Active control.

**Runway** – Means a surfaced or un-surfaced area of the airport reserved primarily for the landing and taking off of aircraft.

**Self-Fueling** – Means fueling an aircraft that is owned in whole or partnership by the person fueling. This does not include fueling at the self-service fuel island.

**Sublease** – Means a portion of an airport that is subleased to an individual person or entity by a holder of a County issued lease for a portion of the leased parcel with approval of the Director of Airports.

**SWPPP** – Storm Water Pollution Prevention Plan and such amendments or replacement plans as may be required from time to time to address the discharge of non-stormwater and pollutants in water from an airport.

**Taxiway** – A defined path established for the taxiing of aircraft from one part of an airport to another.

**TSA** – Federal – Transportation Security Administration.

**Vehicle** – An auto, truck, fuel truck, golf cart, motorcycle, moped, or any motorized equipment.

# INDEX

<b>A&amp;P – Airframe and Powerplant:</b> .....	20
<b>Abandoned:</b> .....	17, 31, 37
<b>AC - Advisory Circulars:</b> .....	10, 19, 31, 32
<b>AOA - Air Operations Area:</b> .....	14, 15, 16, 17, 31
<b>ATCT - Air Traffic Control Tower:</b> .....	8, 9, 12, 15, 16, 31 34
<b>Aircraft Maintenance:</b> .....	20, 22, 26, 31
<b>Airport Manager:</b> .....	4, 8, 9, 11, 13, 14, 18, 19, 20, 30, 31
<b>APCD – Air Pollution Control District:</b> .....	12,30, 32
<b>BMP – Best Management Practice:</b> .....	11, 12, 20, 28, 31, 33
<b>Board of Supervisors (Board):</b> .....	3, 4, 5, 30, 31, 32, 34
<b>Bulk Fuel Vendors:</b> .....	23, 31, 34
<b>Codes:</b> .....	3, 6, 15, 23, 30, 32, 34
• NFPA 407 – Standard for Aircraft Fueling Servicing:	
• Aeronautics Law – State Aeronautics Act – Public Utilities Code:	
• California Fire Code – Part IV – Special Occupancy Uses – Article 24 – Airports, Heliports, and Helistops:	
• United States Environmental Protection Agency Codes and Regulations	
• California Vehicle Code Section – 211113, 22511.8, 22651, and 22652	
• San Diego County Administrative Code	
• San Diego County Board of Supervisors’ Policies	
• San Diego County Code of Regulatory Ordinances – Title 7, Division 3, Sec 73.101 – 73.107	
• San Diego County Code Chapter 4 - Titled Airport Rules and Regulations Sections 85.401 - 85.461	
• San Diego County Health and Safety Codes	
• County of San Diego Air Pollution Control District Regulations	
• Federal Aviation Administration FAA – Advisory Circulars, Orders, Rules	
• Federal - Airport and Airway Act of 1970	
• Federal – Airport Noise and Capacity Act of 1990	
• Federal - Aviation Safety and Noise Abatement Act of 1979	
• Federal - Clean Water Act	
• Federal - Americans with Disabilities Act	
• State of California - Health and Safety Code	
• State of California - Penal Code	
• State of California - Vehicle Code	
• State of California - Code of Regulations - Title 21, Sections 3525 through 3560	
• State of California - Public Utilities Code - Sections 21001 et seq. relating to the Aeronautics Act	
• Transportation Security Administration (TSA) Regulations	
• San Diego County Airports:	
• County Airports - Storm Water Pollution Prevention Plan (SWPPP)	
• County Airports Storm Water - Best Management Practices (BMPs)	

- County Airports - Development Standards:
- County Airports - Performance Standards:
- County Airports - Minimum Standards:
- County Airports - Rules and Regulations:
- Schedule of Rates and Charges and Use Control Policy for San Diego County Airports:

**County Airport:**

- Agua Caliente Springs Airstrip (L54):
- Borrego Valley Airport (L08):
- Fallbrook Community Airpark (L18): Gillespie Field (SEE) – the County Airport, annexed in the City of El Cajon, in the State of California.
- Jacumba Airport (L78):
- McClellan-Palomar Airport (CRQ):
- Ocotillo Airport (L90):
- Ramona Airport (RNM):

**Commercial Refueling Operators:** .....23, 34

**CTAF - Common Traffic Advisory Frequency :** .....9, 10, 16

**Derelict Aircraft:**.....12

**Director of Airports:** .....6, 7, 11, 12, 19, 20, 21, 22, 24, 27, 34, 35

**Driver Training Program:** .....12, 16, 34

**FAA – Federal Aviation Administration:** .....8, 10, 11, 13, 15, 17, 19, 20, 22, 23, 27, 28, 31, 32, 34, 35, 38

**FAR – Federal Aviation Regulation:** .....8, 11, 36

**Fixed Base Operator:** .....16, 34

**Flying Club:** .....2, 21, 22, 34

**Flight Training Provider:** .....2, 21, 34

**Fuel Concession License:** .....23, 31, 34

**Lease:** .....2, 3, 5, 7, 11, 14, 17, 18, 19, 20, 21, 22, 23, 30, 34, 35

**Minimum Standards:** .....23, 33, 34

**Movement Area:** .....15, 16, 17, 34

**NTSB – Federal - National Transportation Safety Board:** .....13, 35

**NFPA – National Fire Protection Association:** .....32, 35, 37

**Pedestrian:** .....15, 16, 17, 18 35

**Positive Control:** .....8, 35

**Runway:** .....2, 9, 10, 15, 16, 17, 18, 34, 35

**Self-Fueling:** .....23, 35

**Sublease:** .....19, 20, 22, 35

**SWPPP – Storm Water Pollution Prevention Plan:** .....11, 12, 20, 28, 33, 35, 38

**Taxiway:** .....9, 14, 15, 16, 18, 34, 35

## **Appendix A – Codes and Regulations (“Laws”)**

- California - Code of Regulations - Title 21, Sections 3525 through 3560
- California Fire Code – Part IV – Special Occupancy Uses – Article 24 – Airports, Heliports, and Helistops
- California - Health and Safety Code
- California - Penal Code
- California Public Utilities Code – State Aeronautics Act
- California Vehicle Code Section – 211113, 22511.8, 22651, and 22652
- Federal Environmental Protection Agency Codes and Regulations
- Federal - Airport and Airway Act of 1970
- Federal – Airport Noise and Capacity Act of 1990
- Federal Aviation Administration FAA – Advisory Circulars, Orders, Rules
- Federal - Aviation Safety and Noise Abatement Act of 1979
- Federal - Americans with Disabilities Act
- Federal - Clean Water Act
- Federal - Transportation Security Administration (TSA) Regulations
- National Fire Protection Association - NFPA 407 – Standard for Aircraft Fueling Servicing
- San Diego County Administrative Code
- San Diego County Airports - Storm Water Pollution Prevention Plan (SWPPP)
- San Diego County Airports Storm Water - Best Management Practices (BMPs)
- San Diego County Air Pollution Control District Regulations
- San Diego County Airports - Development Standards
- San Diego County Airports - Minimum Standards
- San Diego County Airports - Rules and Regulations
- San Diego County Airports Schedule of Rates and Charges and Use Control Policy
- San Diego County Board of Supervisors’ Policies
- San Diego County Code of Regulatory Ordinances – Title 7, Division 3, Sec 73.101 – 73.107
- San Diego County Code Chapter 4 - Titled Airport Rules and Regulations Sections 85.401 - 85.461
- San Diego County Health and Safety Codes