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Airport Rules & Regulations



Prepared by Texas Aviation Partners

Pearland Regional Airport Rules & Regulations

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Section 1 Safety

1.1 Safety Policy

The policy of the Airport is that safety is of primary and overriding priority. All persons on the Airport are required to comply with this policy. These Standard Operating Procedures and Regulations are intended to promote safety as well as good operating practices. If any deviation is required in the interest of safety, such deviation is both authorized and encouraged. However, any such deviation shall be reported to Texas Aviation Partners (“Airport Management”) as soon as practical after the occurrence.

1.2 Hazard Identification

Hazard identification and abatement are continuing programs at this Airport. Any person with knowledge of a hazard at the Airport should immediately report this information to Airport Management.

Section 2 General

2.1 Authority

- A. Authority. These procedures and regulations are promulgated under the power granted to Clover Acquisition Corporation, Airport Owners.
- B. Application. All aircraft, pilots, Through-the-Fence (TTF) Access Users, operators, companies, business organizations, government agencies, and persons coming upon Airport property for any purpose are subject to these regulations.
- C. Compliance. Clover Acquisition Corporation, Airport Management, and/or their representatives are empowered to require compliance with these regulations. Any violation of these regulations is hereby declared a misdemeanor offense, and the violator upon conviction shall be subject to a fine as provided by law. In addition, willful violators can be removed or evicted from the Airport premises and/or denied use of the Airport or its facilities if such action is determined by Airport Management to be reasonably necessary to protect public property or persons or ensure safety.

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- D. Revisions. Clover Acquisition Corporation and Airport Management reserve the right to revise these procedures and regulations, make changes or waive said procedures and regulations without prior notice to the general public.
- E. Validity. The voiding of any particular procedure or regulation contained herein shall not affect the validity of the remainder of these procedures and regulations.
- F. Liability. Clover Acquisition Corporation and Airport Management assume no responsibility for loss, injury, or damage to persons or property by reason of fire, theft, vandalism, wind, flood, earthquake or collision, nor does it assume any liability for injury to persons while on the Airport.

Section 3 Operations

3.1 Aeronautical Activities

All aeronautical activities at this Airport shall be conducted in conformity with the current regulations of the Federal Aviation Administration and the other applicable Federal, State, and local agencies with jurisdiction over Airport matters. Only properly registered aircraft and legally certificated pilots will operate at this Airport.

3.2 Tie-down of Aircraft

Aircraft not hangared shall be tied down and secured. The aircraft owner/pilot or agent is responsible for the tie-down and security of the aircraft at all times including inclement weather. Inspection of tie-down equipment is the owner/pilot's responsibility. Transient aircraft tied down overnight are subject to the overnight tie-down fee established by Airport Management. Aircraft based at the Airport will pay the monthly tie-down fee established by Airport Management.

3.3 Parking of Aircraft

- A. Aircraft will not be parked in such a manner to impede the normal movement of other aircraft and traffic. It is the responsibility of the pilot when leaving a parked aircraft on the Airport to ensure the brakes are set, the aircraft is properly chocked, and tied down.
- B. Aircraft shall not park within or under a structure for which they are not the rightful Lessee or owner. Any unauthorized aircraft may be towed, seized, impounded, and/or locked by Airport Management at the owner's expense. Airport Management shall not be held liable for any damage that may occur as a result.

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- C. Unairworthy and/or Abandoned Aircraft. Unairworthy aircraft shall not be parked or stored anywhere on the Airport. Exception: aircraft awaiting repairs to return the aircraft to an airworthy condition may be parked or stored up to six (6) months duration. Any parking or outside storage of unairworthy aircraft in excess of six (6) months shall require written permission of Airport Management. In the event of failure to comply with this provision, such disabled aircraft and any abandoned or unairworthy aircraft may be removed by Airport Management at the owner's expense and without liability on the part of the Airport for any damage which may result in the course of such removal. Airport Management may levy parking fees at its discretion.

3.4 Responsibility for Disposal of Disabled Aircraft

The owner of wrecked and disabled aircraft shall be responsible for the prompt removal and disposal of such aircraft after release by Airport Management and the Federal Aviation Administration or National Transportation Safety Board.

3.5 Accident/Incident Reports

The pilot of any aircraft involved in an accident/incident causing personal injury or property damage to the Airport shall make a prompt and complete report of the accident/incident to Airport Management. Any other person who witnesses or participates in any aircraft accident/incident shall also promptly render a detailed report to the Airport office, giving names and addresses of all witnesses thereto.

3.6 Damage

Any person damaging any light, fixture, or other Airport property shall immediately report such damage to Airport Management. Persons causing damage to approach, runway, and/or taxiway lights or fixtures or other Airport property as a result of negligent acts may be liable for the replacement or repair costs. Tenant shall be held fully responsible for any damage to any building, equipment, or real property owned by the Airport. Any damage to or malfunctioning of buildings, structures, utilities or other property owned by the Airport shall be reported to Airport Management.

3.7 Taxiing Aircraft

- A. Speed. Aircraft shall be taxied at safe and prudent speed and under full control of the pilot at all times in accordance with FAA regulations per FAA Advisory Circular (AC) 120-74B.
- B. Consideration. No person shall start or run an aircraft in such a manner to risk damage to other aircraft or property or in such a manner to blow paper, debris, or other objects across the taxiway or runway or in such a manner to endanger any operations on the Airport.

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3.8 Radio Procedures

Per FAA Advisory Circular (AC) 90-66A, all pilots are required to call on the assigned Airport UNICOM frequency to communicate with other pilots and to announce their position and intention for take-off and landing. The Airport UNICOM frequency is 122.8.

3.9 Traffic Patterns

- A. Direction. All VFR traffic is expected to make LEFT TRAFFIC PATTERNS.
- B. Altitude. Recommended traffic pattern altitude for the Airport is 1044' MSL.

3.10 Authority to Suspend Operations

Airport Management or its designated representative may suspend or restrict any or all operations on the Airport whenever such action is determined necessary.

3.11 Closing of Airport

In the event Airport Management believes conditions at the Airport are unsafe, it is within its authority to close the entire Airport or any part thereof. A Notice to Airmen (NOTAM) will be immediately filed with FAA Flight Safety Services.

3.12 Unlawful to Drop Handbills or Other Matter

It is unlawful for any person in any aircraft flying over the Airport to cause or permit to be thrown out, discharged, or dropped, any handbills, circulars, cards, or other matter whatsoever which falls upon the Airport property owned by the Airport.

Section 4 Public and Tenant Usage

4.1 Commercial Activities

Business or Commercial Activity. No person shall use the Airport for business or commercial activities without first obtaining the approval of Airport Management. See the Airport's Minimum Standards for aeronautical commercial activity requirements.

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4.2 Through-the-Fence Operations

Access to the Airport via off-airport property adjacent to the Airport is strictly prohibited without prior written consent of Airport Management and an executed Access Agreement. See the Airport's Through-the-Fence Access Guidebook for through-the-fence access requirements.

4.3 Advertisements

No person shall post, distribute, or display signs, advertisements, circulars, or any other printed material on the Airport without the prior approval of Airport Management. Any such permission may be rescinded at any time if such display or distribution does not conform to policies of Airport.

4.4 Bicyclist and Joggers

Bicyclist and joggers are prohibited from entering on the runway or taxiways of the Airport.

4.5 Demonstrations, Shows, and Exhibitions

No person shall engage in any show, demonstration, or exhibition without prior written permission from Airport Management.

4.6 Lost Articles

Any person finding lost articles on the Airport shall deposit them at the FBO located at 17622 Airfield Lane, Pearland, Texas 77581. Articles unclaimed by the owner after 60 days may be turned over to the finder or otherwise legally disposed of by Airport Management.

4.7 Right of Entry

Airport Management shall have the right of entry at reasonable times for repairs, maintenance, modification, or inspection of all rooms, areas, and buildings on the Airport.

4.8 Construction or Alteration

No construction work or alterations to grounds or structures other than minor repairs or maintenance shall be performed on the Airport without written permission from Airport Management.

No person may modify any equipment or building, or change any mechanical, electrical, electronic, or plumbing equipment owned by the Airport without first obtaining written permission from Airport Management.

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No person may move or install any equipment, signs, etc. in the public areas of the Airport without first obtaining written permission from Airport Management.

4.9 Water Well

No person may drill a well or tie into the Airport's water well without first obtaining written permission and paying any applicable fees.

4.10 Restricted Areas

No person shall enter any restricted area on the Airport except with the authorization of Airport Management.

4.11 Sanitation

- A. Disposal. No person shall dispose of garbage, papers, refuse, or other waste materials on the Airport except as provided by Brazoria County, the City of Pearland, and the TCEQ unless approved by Airport Management.
- B. Trash. No boxes, crates, rubbish, paper, or litter of any kind shall be permitted to be stored in or about hangars except in proper receptacles provided for such purpose. Airport Users shall be responsible for providing containers for all trash on their premises and shall arrange for the regular removal of the trash. Operators will provide a dumpster or dumpsters for the use by its contractors, employees, and invitees.
- C. Burning. No open fires are allowed on the Airport without the approval of Airport Management. No trash or refuse will be burned on the Airport at any time.
- D. No materials may be put in the sanitary sewer system, or any other drainage system, which do not conform to the regulations of Brazoria County (SWPPP) which cover such matters.

4.12 Alcohol and Narcotics

All applicable local, State, and Federal laws pertaining to handling or use of alcoholic beverages, narcotics, and drugs shall apply on the Airport.

No person under the influence of alcohol or narcotic drugs shall operate a motor vehicle or aircraft on the Airport. Airport Management reserves the right to remove or evict violators from the Airport premises and/or deny use of the Airport or its facilities.

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4.13 Disorderly Conduct

No person shall commit any disorderly, obscene, or indecent act or commit any act of nuisance on the Airport.

4.14 Preservation of Property

No person shall destroy, injure, deface, or disturb in any way any building, sign, equipment, marker, structure, lawn, or public property on the Airport. No person shall trespass on agricultural areas without the approval of Airport Management. No person shall abandon property on the Airport. No person shall interfere with, tamper, or injure any part of the Airport operation, or any aircraft on the Airport.

4.15 Hunting

There shall be no hunting or shooting on the Airport.

4.16 Storage

No person shall use any property of the Airport for outside storage without first obtaining written permission from Airport Management. No person on Airport property shall store or stock material or equipment in such a manner as to constitute a hazard to any person or property, or in such a manner as to create an unattractive appearance.

4.17 Pets and Animals

It is unlawful for the owner or person responsible for a pet or animal to permit same to be at large. The term “at large” means an animal which is not restrained by leash and which is also off the premises of its owner or the person responsible for it. Pets and animals found running at large will be picked up and impounded.

4.18 Drip Pans

Whenever oil leakage, dripping or spillage is possible, drip pans shall be placed under each engine of an aircraft.

4.19 Authority to Detain Aircraft

Airport Management has the authority to detain any aircraft for non-payment of any debt due to the Airport.

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4.20 Authority to Deny Use of Aircraft or Pilot Guilty of Violations

Airport Management is authorized to deny use of the Airport to any aircraft or pilot violating these or Federal Regulations at the Airport or elsewhere.

4.21 Authority to Deny Entry into FBO

Airport Management has the authority to deny access to the FBO facility on a temporary or permanent basis for any lawful reason.

4.22 Special Events

Special Event(s) means an activity which will not comply with these rules or which, although it may comply with these rules, will require an accommodation by other users of the Airport. Special events include, but are not limited to, fly-ins, ramp space rentals, skydiving exhibitions, balloon operations, or similar events or activities.

Any person wishing to sponsor a special event shall obtain the prior written approval of Airport Management. Airport Management shall require such safeguards as deemed necessary to protect the Airport, the city, the county, aircraft using the Airport, and the general public. These requirements may include, but are not limited to, bonds, insurance policies, additional security personnel, facilities, special operating procedures, city/county permits, and any required waiver/authorization to the FARs issued by the FAA. Airport Management is prohibited by the FAA from closing the Airport for any activity which is not an aeronautical activity. Airport Management may establish and charge reasonable fees for any special event.

It would be difficult to develop a standardized fee schedule for each special event. Accordingly, the charge for such fees will be dependent upon:

1. Length of stay at the airport.
2. Facilities used including runway, taxiway, and apron.
3. Cost of any accommodation which must be made for this aeronautical activity.
4. Inconvenience and any loss of business to tenants.

4.23 Temporary Signage for Special Events

Temporary signage means any sign placed on Airport property denoting an upcoming or current temporary Airport event.

Any tenant wishing to place temporary sign or signs on its leasehold or elsewhere on Airport property must first submit a Temporary Permit Application. Application must include sign artwork, dimensions, duration of requested permit, and detailed listing of requested locations.

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Airport Management may establish and charge reasonable fees for temporary signage.

Any signs facing non-Airport property or meant to advertise off Airport premises must also obtain the necessary permit from the city/county after written approval from Airport Management.

Section 5 Fire Regulations

5.1 Application and Compliance

All persons, companies, and agencies engaged in any activity at the Airport, whether occupying airport owned facilities or otherwise, shall comply with fire regulations as issued by the City of Pearland and Brazoria County and shall comply with all applicable county, State, and Federal Laws and Regulations.

5.2 Enforcement

Airport Management or other duly authorized officials may direct the removal of fire hazards, arrangement and modification of equipment, or alter operating procedures in the interest of fire prevention.

5.3 Fire Prevention

All persons using the Airport, or the facilities of the Airport in any way, shall exercise the utmost care to guard against fire and injury to persons and property.

5.4 Cleaning of Parts

The cleaning of engine parts or other parts of aircraft shall be with non-flammable liquids unless the engine or aircraft parts being cleaned are located a safe distance away from other aircraft or Airport facilities. If volatile liquids are employed, cleaning operations must be in open and clear areas or in a suitable room of the repair facility and separated from storage and operational areas by fire resistant partitions in compliance with city, county, State, and Federal regulations.

5.5 Hangar Floors

Floors shall be kept clean and free from oil.

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5.6 Empty Containers

All empty oil, paint and varnish cans, bottles, or other containers shall be removed immediately from the premises and not allowed to remain on floors, wall stringers, or overhead storage areas in or about hangars, shops, and other buildings. Empty containers shall be disposed of in accordance with the SWPPP for Brazoria County.

Section 6 Fueling and Flammables

6.1 Fueling and Defueling Procedures

- A. Hot Refueling. Hot refueling, fueling of aircraft while the engines are running, shall be permitted only under special circumstances and then only when authorized by Airport Management. Hot refueling may be permitted only by appropriately trained and certified FBO personnel in accordance with generally accepted industry standards.
- B. Rain. No aircraft shall be fueled or defueled when raining.
- C. Electrical Storm. No aircraft shall be fueled or defueled during an electrical storm.
- D. Smoking. No person shall smoke within 100 feet of an aircraft being fueled or defueled.
- E. Radio Operation. No person shall operate a radio transmitter or electrical systems in an aircraft while it is being fueled or defueled.
- F. Grounding. During fueling and defueling, the aircraft and dispensing apparatus shall both be properly grounded.
- G. Spillage. No persons shall start the engine where there is fuel spillage on the ground in the vicinity of the aircraft. Persons responsible for spillage will take proper measures to insure removal of the spilled fuel pursuant to Brazoria County's SWPPP.
- H. Fire Extinguishers. Adequate fire extinguishers shall be within reach of all persons engaged in fueling or defueling operations. All extinguishers shall be inspected and recertified as required by law. All persons engaged in fueling and defueling shall be familiar with the proper use of fire extinguishers.
- I. Passengers. No aircraft shall be fueled or defueled while passengers are on board the aircraft unless the aircraft door(s) is/are in open position.
- J. No aircraft shall be fueled while parked in a hangar.

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- K. Self-Service Fueling. Engines must be completely off when utilizing the self-service fuel pump and compliance with any posted rules is required. If filling a container, container must be metal and grounded at all times.

6.2 Cleaning of Aircraft

No person shall use volatile liquids in the cleaning of an aircraft, aircraft engines, propellers, parts, or for any other purposes, unless such operations are conducted in the open or in a facility specifically equipped and approved for that purpose.

6.3 Storage

- A. Flammables. No person shall keep or store any flammable liquids, gases, signal flares, or other similar material in the hangars or in any building on the Airport, unless such materials are kept in an aircraft in the proper receptacles installed in the aircraft for such purposes or in rooms or areas specifically approved for such storage.
- B. Waste Oil. No person shall keep or store waste oils in or about the hangars.

6.4 Liquid Disposal

No fuels, oils, dopes, paints, solvents, or acids shall be disposed of or dumped on the ramp area, agricultural lands, or elsewhere on the Airport. All disposals shall be in accordance with Brazoria County, Environmental Protection Agency (EPA), and FAA standards.

Section 7 Motor Vehicles

7.1 General Requirements

Persons shall operate motor vehicles on the Airport in accordance with these procedures and regulations and in full compliance with all State of Texas licensing, registration, and operating requirements.

7.2 Speed

No person shall operate a motor vehicle on the Airport in a reckless or negligent manner, or in excess of a safe and prudent speed. The speed limit for all areas of the Airport is 15 MPH.

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7.3 Parking

- A. Location. No person shall park a motor vehicle on the Airport other than in areas specifically established for public and tenant parking. No persons shall park a motor vehicle so as to obstruct roadways or taxiways. No person shall park a motor vehicle in aircraft parking areas.
- B. Abandoned Vehicles. No person shall park a motor vehicle on the Airport for an extended period of time without prior notification to Airport Management.
- C. The Airport Management shall have the authority to tow or otherwise remove motor vehicles which are parked on the Airport in violation of these rules. The vehicle will be towed at the owner's expense and without liability for damage which may result in the course of such moving.

7.4 Vehicle Repairs

No person shall clean or make any repairs to motor vehicles on the Airport, except for Airport support vehicles and minor emergency repairs.

7.5 Operating Regulations

- A. Ramp. No motor vehicles, other than support vehicles, shall be permitted to operate on the Airport parking ramp except for the loading and unloading of aircraft occupants or cargo without the approval of the Airport Management.
- B. Runways and Taxiways. Crossing of runways and taxiways in motor vehicles is strictly prohibited. A map of the Aircraft Movement Area can be found in Appendix A of this document.
- C. Right-of-way Procedures. All motor vehicles shall pass to the rear of taxiing aircraft and no vehicle shall approach closer than 100 feet of any aircraft when such aircraft's engine(s) is/are operating.
- D. Airport Based Support Vehicles. Support vehicles regularly using the ramp, such as fuel trucks or tugs, shall be equipped with a two-way radio and an amber strobe, LED, or rotating beacon visible from at least 300 feet. Such vehicles must be approved in writing by Airport Management.

Section 8 Emergency Procedures

8.1 Emergency Notification and Response

Notification Procedures. During all hours, emergency notification can be initiated by calling Brazoria County Sheriff Department “911”. When initiating emergency notification, identify yourself and give nature of emergency, location, and requested response, i.e., fire, ambulance, police, or all three. Please stay on the telephone until released by the emergency service dispatcher. Airport Management should also be notified at (281) 482-7551.

8.2 Volunteer Assistance

Volunteer assistance and/or access to the scene of any aircraft accident will be approved and controlled by the authorized emergency response personnel, appropriate law enforcement authorities, and Airport Management if during operating hours.

8.3 Accident Reporting

In addition to required FAA notification and reporting actions, the operator of any aircraft involved in an incident or accident at the Airport shall immediately notify the Airport Management. When a written report is required by the FAA, a copy of such report will suffice for the Airport requirement.

Appendix A
Aircraft Movement Area Map

Aircraft Movement Area

Vehicular Access Prohibited

