

Minimum Commercial Standards for Platteville Municipal Airport City of Platteville, Wisconsin

Title

The title of this document is *Minimum Commercial Standards for Platteville Municipal Airport, City of Platteville, Wisconsin*.

Purpose

The purpose of this document is to facilitate the development of sound standards for the safe, commercial operation of the Platteville Municipal Airport (the airport) in accordance with Federal Aviation Administration Advisory Circular number AC 150/5190-7, *Minimum Standards for Commercial Aeronautical Activities*.

The airport is owned by the City of Platteville (the city, airport sponsor) and is managed by the Platteville Municipal Airport Commission (the commission.) The airport sponsor's purpose in imposing minimum standards is to ensure a safe, efficient, and adequate level of operation and services offered to the public.

The City of Platteville will make the Platteville Municipal Airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds, and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport in accordance with FAA Order 5190.6B Change 2, *Airport Compliance Manual*.

Policy

In exchange for the opportunity to engage in a commercial aeronautical activity, an aeronautical service provider engaged in an aeronautical activity agrees to comply with these minimum standards. This document describes the extent of the airport's minimum standards at the time of its release. This document may be revised from time to time to assure its applicability and the need to add additional aeronautical services in the future, as determined by the Airport Commission.

Certain determinations of policy have been reached by the Airport Commission regarding our approach to management of the airport.

1. From time to time, the Airport Commission will seek Requests for Proposals for the occupancy of City owned Fixed Base Operator facilities. Commercial aeronautical service providers may provide services out of privately owned facilities with the expressed

written permission of the commission provided such activity is consistent with the terms of the lease agreement.

2. The Platteville airport will not operate any “through the fence” operations, as defined in FAA AC150-5190-7.

Definitions

Definitions appropriate to this standard may be found in Appendix 1, *Definitions*, of AC 150/5190-7.

Development of Minimum Standards

The development of minimum standards serves to promote safety in all airport activities, protect airport users from unlicensed and unauthorized products and services, maintain and enhance the availability of adequate services for all airport users, promote the orderly development of airport land, and ensure efficiency of operations.

Aeronautical Services Proposal

Any organization or individual who wishes to operate as an aeronautical service provider on the airport should prepare and submit a plan for day-to-day operations to the airport commission for approval. Such plans must describe:

- A formal description of the services to be provided
- Expected fees payable to the airport for such services
- How many fully trained and qualified personnel will be available each day and over what hours to provide the aeronautical services
- A description of training and qualifications of personnel engaged in the services provided to airport customers.
- A detailed contact list of all personnel employed to provide services
- Any and all certificates required to provide the services and copies of all certificates required
- Copies of certificates of minimum insurance (to include premises insurance) as required by the Airport Commission showing the City of Platteville as an additional named insured

Additional requirements are spelled out in specific services proposals below.

Insurance

Commercial Operators shall obtain and maintain continuously in effect at all times, and at the Operator’s sole expense, insurance issued by an insurance company licensed to do business in the State of Wisconsin for the following types and limits:

- A. Aircraft Liability (including passengers)
 - a. Piston, Balloon: \$1,000,000 Combined Single Limit, \$100,000 Passenger Bodily Injury, Per Occurrence
 - b. Turboprop: \$3,000,000 Combined Single Limit, Per Occurrence
 - c. Turbojet: \$5,000,000 Combined Single Limit, Per Occurrence
- B. General Liability
 - a. Premises: \$1,000,000 Combined Single Limit Per Occurrence
 - b. Products/Completed Operations: \$1,000,000 Combined Single Limit Per Occurrence
- C. Hangar Keepers Liability:
 - a. Required when Hangar Owner/Lessee has in their care, custody, and control, aircraft belonging to another individual or entity.
 - b. Piston: \$500,000 Per Aircraft, \$1,000,000 Per Occurrence
 - c. Turboprop: \$1,000,000 Per Aircraft, \$2,000,000 Per Occurrence
 - d. Turbojet \$3,000,000 Per Aircraft, \$5,000,000 Per Occurrence
- D. Workers Compensation:
 - a. Part 1: As required by State Statute
 - b. Part 2, Employers Liability:
 - i. \$500,000 Per Accident
 - ii. \$500,000 Per Employee
 - iii. \$500,000 Policy Limit

Expressed Authority

Aeronautical services are not permitted to be operated out of a “T” hangar on the airport without the expressed, written permission of the Airport Commission. Such permission will be written into the lease for such hangar space.

Leaseholders of commercial hangars on the airport or hangar owners are permitted to sublease space from their hangars with the permission of the Airport Commission but sublessees are not permitted to operate an aeronautical service or services without the expressed, written permission of the Airport Commission.

Fuel Sales

The airport will provide self-service fueling for all aircraft on the airport through the fuel farm and dispensing equipment and software on the field.

Flight Training

Proposals for the provision of flight training by an organization or an individual CFI/CFII instructor must include:

- What type of flight training will the provider offer including training for which specific certificates and any specific limitations
- How many instructors, (CFI/CFII) will the provider have on staff
- What annual fee will the CFI/CFIIs provide to the airport
- What type of CFI/CFII liability insurance will be maintained by the instructors (NAFI or AOPA), and copies of insurance certificates
- What facilities will the provider use for classroom work
- Will the flight training be full-time or part-time
- What type of aircraft and how many will be available for training on the airport (a list of N numbers must be provided)
- Will the aircraft be owned by the flight training provider or rented from another service provider on the airport
- What coordination and contacts exist with the local FAA Flight Standards District Office

Powerplant and Airframe repair and maintenance

Proposals for the operation of an AP/IA must include:

- What certifications and ratings does the applicant hold
- What type of services will the provider offer
- What type of airport space will the provider be using (note, aeronautical services are not to be provided out of the “t-hangars” without Commission approval)
- What type of space will be required for hazardous or volatile materials
- How will the applicant assure continued access to the appropriate documentation required to maintain and properly inspect and authorize repairs on the aircraft covered by the applicant’s firm
- If spray painting, cleaning, or machining is performed, has sufficient distance between the operations performed and the testing operations been provided to prevent adverse effects on testing equipment

Aircraft Rental

Proposals for the operation of an Aircraft Rental service must include:

- How many and what type aircraft will be offered for rental on the airport
- What will be the rental rate for said aircraft (wet/dry)
- What will be the plans for ongoing service compliance for aircraft for rent

Flying Clubs

The FAA defines a flying club as a nonprofit or not-for-profit entity (e.g., corporation, association, or partnership) organized for the express purpose of providing its members with aircraft for their personal use and enjoyment only. A flying club is a non-profit social organization whereas a Fractional Ownership is a for-profit commercial business. We strongly encourage flying clubs and those wishing to form a flying club to read and follow the guidance of the Aircraft Owners and Pilot Association (AOPA) *Guide to Starting a Flying Club*.

Any proposal for the formation or operation of a flying club on the airport must include:

- A copy of the club's articles of incorporation and bylaws showing that it has been incorporated as an IRS 501(c)(7) non-profit organization (including the Federal Tax Number). These need to be kept up to date with the Airport Commission each year.
- Copies of certificates of minimum insurance (to include premises insurance) as required by the Airport Commission showing the City of Platteville as an additional named insured
- A detailed list of all shareholders in the flying club including contact information.
- Detailed information including tail number and serial number of all aircraft used by the flying club

Avionics sale/repair

Proposals for the operation of an Avionics Installation and Repair service must include:

- A description of the services to be performed
- A listing of personnel and their certificates who will provide the actual services (FAA and FCC certificates)
- Copies of appropriate certificates and FAA site licenses in use.

Agricultural Flight Services

Proposals for operation of an agricultural or crop-dusting service out of the airport must include:

- A plan for assuring that excess chemicals and their distribution are collected from the site and not left on the ramp or loading area
- All fuel used in said operation is purchased at the airport at an agreed upon price
- Describe how the service will abide by all state and federal regulations relating to safe storage and containment of noxious and hazardous waste and stored chemicals. Where no such regulations exist, the operator shall follow all reasonable procedures for handling such materials as are required by the manager.
- Copies of all applicable permits and approvals required by the Wisconsin department of agriculture, trade and consumer protection and any other applicable regulatory agency
- A plan for placement of facilities related to such operations in a location on the airport which will provide the greatest safeguard to the public, as directed by the manager

- Provision of tank trucks or similar facilities for the handling of liquid spray and mixing liquids
- Provision of adequate ground equipment for the safe handling and safe loading of dusting materials
- One individual on duty during appropriate business hours and during operation of the aircraft who holds a current FAA commercial certificate properly rated for the aircraft to be used and the type of operation to be performed

Any activities for which there are no specific Minimum Standards established will be addressed by the Airport Commission on a case-by-case basis.