

Scottsdale Airport

SDL

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AIRPARK
MINIMUM OPERATING STANDARDS



REVISIONS

<u>REVISION No.</u>	<u>DATE</u>	<u>SECTION</u>
1	02/28/01	Article 6-General Aviation Specialty Services. Section 6-2.
2	08/14/02	Article 7-Specialized Flight Training Services. Section 7-4.
3	03/12/03	Article 6-General Aviation Specialty Services. Section 6-4.
4	03/12/03	Article 6-General Aviation Specialty Services. Section 6-5.
5	01/01/08	Article 6- General Aviation Specialty Services. Section 6-2.
6	07/18/09	Article 1-Definitions; Application; Waiver. Section 1-5
7	03/17/10	Article 2-Application Process. Section 2-1
8	09/22/11	ALL SECTIONS
9	11/09/11	Article 7- Helicopter Specialized Commercial Flying Services
10	08/14/13	Attachment A – Airpark Insurance Requirements
11	06/11/14	Article 6 – Sections 6-1, 6-2, 6-6. Article 7 – Section 7-4.
12	10/18/17	Article 6 – General Aviation Specialty Services. Section 6-7.

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ATTACHMENT A. AIRPARK INSURANCE REQUIRMENTS

Article 1 Definitions; Application; Waiver

Section 1-1. Definitions.

All definitions contained in Chapter 5 of the Scottsdale Revised Code, the Airport Rules and Regulations, and the Airpark Rules and Regulations are incorporated by reference into these Airpark Minimum Operating Standards. For purposes of these Airpark Minimum Operating Standards, all references to the “rules and regulations” are to either the Airport Rules and Regulations and/or the Airpark Rules and Regulations.

Aircraft Management Services Agreement means a written agreement, between an aircraft owner and Aircraft Management Services Operator, to provide one or more of the following services for the owner’s aircraft:

- (a) employ and supervise flight and maintenance personnel;
- (b) perform and/or supervise aircraft maintenance;
- (c) arrange aircraft fleet insurance;
- (d) provide FAA liaison and regulatory compliance services;
- (e) provide aircraft hangar and shop facilities;
- (f) pay aircraft related expenses;
- (g) keep aircraft records; and
- (h) provide aircraft crew and passenger scheduling and support.

If the Aircraft Management Services Operator performs or supervises aircraft maintenance, the term of the Aircraft Management Services Agreement must be for at least twelve (12) months.

Direct Access Area means airpark property that: (a) has aircraft access to the airside airport property via an existing taxilane or taxiway and is contiguous to airside airport property; (b) can provide aircraft access to the Airport directly from the aircraft staging area to an airport taxiway (excluding taxilanes and aircraft parking aprons); and, (c) has an aircraft staging area that is not located within a taxiway safety area or taxilane safety area, is located on the same lot as the aircraft storage location and is of sufficient size that aircraft traffic on the taxilane will not be impeded by aircraft staging.

Self-staged Remote Area means airpark property that: (a) provides aircraft access to the airside airport property via an existing taxilane; (b) includes an aircraft staging area located on the same lot; (c) does not include any portion of the aircraft staging area within a taxiway safety area or taxilane safety area; and (d) includes an aircraft staging area with square footage equal to or greater than the square footage of the largest hangar serving said staging area.

Section 1-2. Application of Minimum Operating Standards.

A person conducting commercial aeronautical activities in approved areas of the airpark (hereinafter referred to as operator), shall, as a condition of conducting such activities, comply with all applicable requirements concerning such activities as set forth in these Airpark Minimum Operating Standards and any amendments thereto. The requirements set forth herein are the minimum standards which are applicable to persons conducting commercial aeronautical activities in approved areas of the airpark, and all persons are encouraged to exceed such minimum standards in conducting their activities. These Airpark Minimum Operating Standards shall be deemed to be a part of each operator's Aeronautical Business Permit unless any such provisions are waived or modified by the City pursuant to Section 1-5. The mere omission of any particular standard from an operator's written Aeronautical Business Permit shall not constitute a waiver or modification of such standard in the absence of clear and convincing evidence that the City intended to waive or modify such standard.

Section 1-3. Multiple activities by one operator.

Whenever an operator conducts multiple activities pursuant to one Aeronautical Business Permit with the City, such operator must comply with the minimum standards set forth herein for each separate activity being conducted. If the minimum standards for one of the operator's activities are inconsistent with the minimum standards for another of the operator's activities, the Aviation Director determines which minimum standards apply that is most beneficial to the City, and/or most protective of the public's health, safety and welfare.

Section 1-4. Activities not covered by Airpark Minimum Operating Standards.

Any commercial aeronautical activities for which there are no specific minimum standards set forth herein shall not be conducted in the airpark.

Section 1-5. Waiver or modification of standards.

The Aviation Director may waive or modify any portion of these Airpark Minimum Operating Standards for any person performing non-profit public services, fire protection or fire-fighting operations.

Article 2 Application Process

Section 2-1. Applications.

Any person who desires to conduct commercial aeronautical activities in the airpark covered by these Airpark Minimum Operating Standards and as outlined in the Aeronautical Business Permit Checklists, as amended shall, prior to conducting such activities, submit an Aeronautical Business Permit Application, subject to the Aviation Director's approval. In addition to the following requirements, the Aviation Director may require the applicant to provide additional information which is necessary to ensure compliance with the Scottsdale Revised Code, Rules and Regulations, and/or these Airpark Minimum Operating Standards. The applicant shall, at minimum, submit the following documentation with the above-referenced application:

- (a) A detailed description of the scope of the intended operations, including all services to be offered;
- (b) One of the following:
 - 1. If the applicant is a corporation, a copy of the articles of incorporation as filed with the Corporation Commission;
 - 2. If the applicant is a limited liability company, a copy of the articles of organization filed with the Corporation Commission;
 - 3. If the applicant is a limited partnership, a copy of the certificate of limited partnership filed with the Secretary of State; or
 - 4. If the applicant is a general partnership, a copy of the written partnership agreement, if any;
- (c) An original copy of a certificate of insurance, as required in Article 4 and Attachment A, if applicable;
- (d) Proof of ownership or a copy of a lease/sublease agreement for the property where the aeronautical activity will be conducted, including a diagram showing the location on the same site where the aeronautical activity will be conducted, where all aircraft used in commercial aeronautical activities will be stored, and the location and square footage of on-site office space;
- (e) A copy of the applicant's City of Scottsdale Business/Privilege Tax License, if applicable; and
- (f) Copies of applicable Federal Aviation Administration (FAA) Certificates.

Section 2-2. Processing; denial.

The Aviation Director, in accordance with Scottsdale Revised Code Section 5-121(c), shall be responsible for processing an application for an Aeronautical Business Permit to conduct commercial aeronautical activities at the airpark. The Aviation Director may deny any application if it determines that:

- (a) The applicant does not meet the qualifications and standards set forth in the applicable zoning ordinance, Chapter 5 of the Scottsdale Revised Code, the Rules and Regulations, or these Minimum Operating Standards;
- (b) The proposed activities are likely to create a safety hazard at the Airport or in the airpark taxiway safety areas;
- (c) The activities will require the City to expend funds, or to supply labor or materials as a result of the applicant's activities, or will result in a financial loss to the airport;
- (d) The proposed activities are not consistent with the Airport's Master Plan and/or Airport Layout Plan;
- (e) The proposed activities are likely to result in a congestion of aircraft or buildings, a reduction in airport capacity, or an undue interference with Airport or airpark operations or the operations of any existing operators;
- (f) The applicant or any of its principals has knowingly made any false or misleading statements in the course of applying for a lease, license, permit or agreement;
- (g) The applicant or any of its principals has a record of violating Chapter 5 of the Scottsdale Revised Code, the Rules and Regulations, these Minimum Operating Standards, Federal Aviation Regulations or any other applicable laws, ordinances, rules or regulations;
- (h) The applicant has not submitted appropriate documentation supporting the proposed activity as outlined in Section 2-1.

Section 2-3. Appeal process.

The applicant shall have the ability to appeal the denial of an application by the Aviation Director, subject to the following provisions:

- (a) The applicant must provide written notice of appeal to the Aviation Director within ten (10) days of said denial.
- (b) The notice of appeal will be forwarded to the Airport Appeals Board for review.
- (c) The applicant shall be notified in writing of the date of the scheduled appeal hearing.
- (d) The applicant shall be present at the hearing to justify the applicant's application. If the applicant is not present, the Aviation Director's denial shall remain unchanged.
- (e) The Airport Appeals Board shall take comments from the applicant and the Aviation Director.
- (f) The decision of the Airport Appeals Board shall be final as to the denial or approval of the application.

- (g) An appellant may be represented by counsel at the hearing and the City may be represented by the City Attorney's or City Prosecutor's office. Formal rules of evidence shall not apply. Both the appellant and the City shall have the right to present evidence through testimony or exhibits and to cross-examine witnesses. The Airport Appeals Board shall preside over the proceedings and shall determine the order and manner of proof.
- (h) At the conclusion of the hearing, the Airport Appeals Board shall rule on the appeal and notify the appellant of the ruling in writing, by mail, within ten (10) calendar days, unless all parties stipulate that additional time is required to render a fair decision. The Airport Appeals Board shall sustain the action appealed if it is supported by a preponderance of evidence.

Article 3 General Provisions

Section 3-1. General provisions.

Except as otherwise provided in Chapter 5 of the Scottsdale Revised Code, all licenses or permits issued by the City which affect the airport or relate to commercial aeronautical activity in the airpark are subject to the following provisions:

- (a) Rights to engage in commercial aeronautical activities in the airpark are non-exclusive.
- (b) A termination clause allowing the City to terminate the operator's license or permit no later than thirty (30) days after notice of default is given to the operator if the operator fails to cure its default within the thirty (30) day period, and allowing the City to terminate the license or permit immediately if the operator fails to maintain the required insurance.
- (c) No license, permit, or any rights hereunder, shall be assigned.

Article 4 Insurance

Section 4-1. General insurance requirements.

- (a) Each operator shall at all times maintain in effect the following types and minimum amounts of insurance as applicable to the business to be conducted as outlined in Attachment A – Airpark Minimum Operating Standards Insurance Requirements.

Section 4-2. Additional insurance required by City's Risk Management Director.

In addition to the types and amounts of insurance required by Section 4-1 and Attachment A, each operator shall at all times maintain such other insurance as the City's Risk Management Director may reasonably determine to be necessary for such operator's activities.

Section 4-3. Form; acceptance by City.

All insurance shall be in a form and from an insurance company with a Best's financial rating of at least B ++ 6. All policies, except worker's compensation policy, shall name the City and its elected or appointed officials, officers, representatives, directors, commissioners, agents and employees as "Additional Insureds," and the operator shall furnish certificate of insurances evidencing the required coverage cited herein prior to engaging in any commercial aeronautical activities. Such certificates shall provide for unequivocal thirty (30) day notice of cancellation or material change of any policy limits or conditions.

Article 5 General Operational Requirements

Section 5-1. Airpark Rules and Regulations.

Each operator shall comply with the Scottsdale Revised Code, Rules and Regulations and any other documents established by the City for the safe, orderly and efficient operation of the airpark.

Section 5-2. Personnel, subtenants and invitees; control and demeanor.

Each operator shall employ a sufficient number of trained, on-duty personnel to provide for the efficient, safe, orderly and proper compliance with its obligations under its Aeronautical Business Permit. Each operator shall control the conduct and demeanor of its personnel, subtenants, licensees and invitees and, upon objection by the City concerning the conduct or demeanor of any such person, the operator shall immediately take all lawful steps necessary to remove the cause of the objection. Each operator shall conduct its operations in a safe, orderly, efficient and proper manner so as not to unreasonably disturb, endanger or offend others.

Section 5-3. Interference with utilities and systems.

No operator shall do or permit to be done anything that may interfere with the effectiveness or accessibility of any public utility system, drainage system, sewer system, fire protection system, sprinkler system, alarm system or fire hydrant and hoses.

Section 5-4. Fire equipment.

Each operator shall supply and maintain such adequate and readily accessible fire extinguishers and equipment as may be required by law and/or the City's Fire Department.

Section 5-5. Vehicle identification.

If approved for use on an airpark taxi lane by the Aviation Director pursuant to Article 4 in the Airpark Rules and Regulations, the vehicle used in the airpark in conjunction with the commercial activity must bear identification designating the operator to whom the vehicle is assigned. Letters shall be a minimum of three (3) inches in height on a contrasting background and displayed in a manner that is acceptable to the Aviation Director.

Section 5-6. Indemnification.

- (a) To the fullest extent permitted by law, any person accessing or using the airport or any of its facilities, or any airpark taxi lanes, and the person's successors, assigns and guarantors, must indemnify, defend and hold harmless, the City, its agents, employees, elected and appointed officials, directors, officers, commissioners and representatives from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses (including, but not limited to, claims adjustment, attorney fees and court costs), related to, arising from or out of, or resulting from:

1. Any negligent or intentional actions, acts, errors, mistakes or omissions caused in whole or in part by such person, or the person's employees and agents, or
 2. The exercise of any rights or privileges under Scottsdale Revised Code, Chapter 5, or under the Airport Minimum Operating Standards, Airpark Minimum Standards, Airport Rules and Regulations, and Airpark Rules and Regulations.
- (b) This section includes, but is not limited to, environmental claims for property damage, cleanup, response, removal and remediation.

Article 6. General Aviation Specialty Services

Section 6-1. Hangar / Shade Leasing Services.

A Hangar/Shade Leasing Services Operator means a person engaged in the business of leasing, renting or licensing hangars/shades in the airpark or space in a hangar in the airpark, which may include ancillary aircraft line services, to aircraft owners or operators for aircraft storage purposes. A Hangar/Shade Leasing Services Operator may engage in the business of constructing and/or operating hangars/shades to be leased in the airpark, subject to the following provisions:

- (a) Prior to conducting any commercial hangar/shade leasing services in the airpark, the operator shall lease or own sufficient land to accommodate the proposed operations and obtain an Aeronautical Business Permit from the Airport.
- (b) In accordance with Section 602 of the Airpark Rules and Regulations, the hangar operator shall report fuel flowage and remit fuel flowage fees for all based aircraft.
- (c) At a minimum, an operator shall pay an aeronautical business permit fee of one or more of the following:
 - 1. A monthly aeronautical business permit fee of five (5) percent of all gross base hangar rent received for aircraft storage (with such rent at least being equal to current market rate).
 - 2. An annual permit fee of three-hundred dollars (\$300.00), payable in advance, for the storage of rotor-wing aircraft.

Section 6-2. Aircraft Sales Services.

An Aircraft Sales Services Operator means a person engaged in the sale or brokerage of new and/or used fixed wing or rotor-wing aircraft based on the Airport or in the airpark. An Aircraft Sales Services Operator shall:

- (a) Prior to conducting any aircraft sales services in the City, lease or own sufficient land to accommodate the proposed operations and if displaying aircraft for sale at least one-hundred (100) square feet of office space at the aircraft storage location, and obtain an Aeronautical Business Permit from the Airport.
- (b) Display aircraft for sale only in direct access areas.
- (c) If conducting sales services, maintain an approved Aircraft Dealers Certificate from the State of Arizona.
- (d) Maintain the applicable types and minimum amounts of insurance required by Article 4 and Attachment A.
- (e) Pay an annual permit fee of three hundred dollars (\$300.00) in advance.

Section 6-3. Aircraft Charter Services.

An Aircraft Charter Services Operator means a person engaged in the business of providing air transportation of persons or property to the general public for hire, either on a charter basis or as defined by the FAA under Part 135. Storage of aircraft primarily used to provide aircraft charter service and any loading of passengers may only occur in direct access areas or self-staged remote areas. An Aircraft Charter Services Operator shall prior to conducting any aircraft charter services in the airpark, obtain an Aeronautical Business Permit from the Airport and:

- (a) Lease or own at least one-thousand (1000) square feet of enclosed non-hangar gross floor area (office space) at the location that is used for loading and unloading of passengers for the permitted charter service operations.
- (b) If operating helicopters, provide a paved helicopter landing/takeoff area meeting FAA standards located outside of the taxilane safety area, a helicopter parking apron located outside of the taxilane safety area and be issued a Conditional Use Permit by the City for a heliport.
- (c) Employ at least one (1) person who holds current FAA commercial pilot and medical certificates and ratings appropriate for the operator's flight activities. All flight crews shall be properly rated for the aircraft operated, and the operator shall provide reasonable assurance of the continued availability of qualified operating crews after a reasonable notice period.
- (d) Own or lease exclusively by written agreement aircraft currently certified and continuously airworthy. All aircraft shall meet the requirements of the FAA certificate held by the Aircraft Charter Service Operator.
- (e) Maintain, and provide the City a copy of, a current FAR Part 135 Certificate or provisional FAR Part 135 Certificate, as well as the aircraft identification page from the operating specifications, and a current listing of registration numbers of all aircraft used to provide charter service.
- (f) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
- (g) At a minimum, an operator shall pay a monthly aeronautical business permit fee of one or more of the following:
 - 1. A monthly permit fee of one-hundred dollars (\$100.00) for the operation of one or more fixed-wing piston-engine aircraft less than 12,500 pounds certificated maximum takeoff weight;
 - 2. A monthly permit fee of one-hundred and fifty dollars (\$150.00) for the operation of each fixed-wing turbine/jet aircraft less than 12,500 pounds certificated maximum takeoff weight;
 - 3. A monthly permit fee of two-hundred and fifty dollars (\$250.00) for the operations of each fixed-wing aircraft weighing 12,500-29,999 pounds certificated maximum takeoff weight; and

4. A monthly permit fee of three-hundred and fifty dollars (\$350.00) for the operations of each fixed-wing aircraft weighing 30,000 pounds or more certificated maximum takeoff weight.
5. An annual permit fee of three-hundred dollars (\$300.00) in advance for the operation of rotor-wing aircraft.
6. If the Aircraft Charter Services Operator is paying a permit fee for an aircraft under Aircraft Management Services, the operator is not required to remit a fee under Aircraft Charter Services Operator for the same aircraft.

Section 6-4. Aircraft Management Services.

- (a) An Aircraft Management Services Operator means a person performing services for compensation pursuant to an Aircraft Management Services Agreement for an aircraft to be operated exclusively under FAR Part 91 on behalf of the owner. Aircraft management does not include the control of or operation of aircraft under FAR Part 135. An Aircraft Management Services Operator shall:
 - (b) Prior to conducting any Aircraft Management Services on another person's aircraft based in the airpark, lease or own sufficient land and/or office space to accommodate the proposed operations and obtain an Aeronautical Business Permit from the airport.
 - (c) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
 - (d) Pay, at a minimum, one or more of the following:
 1. A monthly permit fee of one-hundred dollars (\$100.00) for the management of one or more piston-engine aircraft less than 12,500 pounds certificated maximum takeoff weight;
 2. A monthly permit fee of one-hundred and fifty dollars (\$150.00) for the management of each turbine/jet aircraft less than 12,500 pounds certificated maximum takeoff weight;
 3. A monthly permit fee of two-hundred and fifty dollars (\$250.00) for the management of each aircraft weighing 12,500-29,999 pounds certificated maximum takeoff weight; and
 4. A monthly permit fee of three-hundred and fifty dollars (\$350.00) for the management of each aircraft weighing 30,000 pounds or more certificated maximum takeoff weight.
 5. An annual permit fee of three-hundred dollars (\$300.00) in advance for the management of rotor-wing aircraft.
 6. If the Aircraft Management Services Operator is paying a permit fee for an aircraft under Aircraft Charter Services, the operator is not required to remit a fee under Aircraft Management Services Operator for the same aircraft.

- (e) If the Aircraft Management Services Operator conducts aircraft maintenance on their managed aircraft, the operator shall pay the greater of:
1. Twenty-five dollars (\$25.00) per month, or
 2. A monthly permit fee based on the operator's gross income in the previous month calculated as (i) two and one-half (2 1/2) percent of all aircraft maintenance services, plus (ii) one and one-half (1 1/2) percent of all parts and accessories sales.

Section 6-5. Charter Brokerage Services.

A Charter Brokerage Services Operator means a person brokering another person's aircraft for use in charter operation or filling seats in an aircraft for purposes of charter operation. Charter Brokerage Services does not include the control or operation of aircraft under FAR Part 135. A Charter Brokerage Services Operator shall:

- (a) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
- (b) Pay fees as prescribed by lease, license, permit or agreement. At a minimum, an operator shall pay a monthly aeronautical business permit fee of \$1.00/1,000 lbs maximum certificated takeoff weight of all aircraft arriving or departing the Airport in conjunction with this service.

Section 6-6. Specialized Commercial Flying Services.

A Specialized Commercial Flying Services Operator means a person engaged in air transportation for hire for any of the following purposes: nonstop sightseeing flights that begin and end at the Airport or airpark, aerial photography or survey, powerline or pipeline patrol, fire-fighting or fire patrol, airborne mineral exploration, or any other operations specifically excluded from FAR Part 135. A Specialized Commercial Flying Services Operator shall:

- (a) Prior to conducting any specialized commercial flying services from the Airport, lease or own sufficient land to accommodate the proposed operations, with at least one-hundred (100) square feet of office space, contiguous with the aircraft storage location.
- (b) Obtain an Aeronautical Business Permit from the Airport.
- (c) Employ and have on-duty during normal business hours at least one (1) person who holds current commercial pilot and medical certificates with appropriate ratings for the aircraft to be flown.
- (d) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.

At a minimum, an operator shall pay the greater of twenty-five dollars (\$25.00) per month or a monthly aeronautical business permit fee of two and one-half (2 1/2) percent of gross income from the operator's sales of all services.

Section 6-7. Aircraft Engine Overhaul Services.

An Aircraft Engine Overhaul Services Operator means a person engaged in the business of overhauling aircraft engines that are disassembled from an aircraft, and sells new or used parts and components necessary for such repairs. An Aircraft Engine Overhaul Services Operator shall:

- (a) Lease sufficient land to accommodate the proposed operations.
- (b) Employ and have on-duty during normal business at least one (1) person who is currently certified by the FAA with ratings appropriate to the services offered.
- (c) Not conduct aircraft engine overhaul services at any time inside hangars/shades or other structures not designed for such functions. The City fire codes shall determine what hangars/shades or other structures shall be approved for such activities.
- (d) Not conduct aircraft engine overhaul services directly on aircraft. Aircraft engines must arrive to the facility disassembled from the aircraft.
- (e) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
- (f) Pay an annual permit fee of three hundred dollars (\$300.00) in advance.

Article 7. Other Commercial Helicopter Services

Section 7-1. Helicopter Maintenance and Repair Services.

A Helicopter Maintenance and Repair Services Operator means a person providing one or more of the following services on helicopters: airframe, engine or accessory overhaul, repair services. A Helicopter Maintenance and Repair Services Operator shall:

- (a) Lease or own sufficient land and office space to accommodate the proposed operations, and provide proof that the City has issued a Conditional Use Permit for a heliport.
- (b) Provide office space, hangar/shade facilities for helicopter storage, a paved helicopter landing/takeoff area meeting FAA standards located outside of the taxilane safety area, and a helicopter parking apron located outside of the taxilane safety area.
- (c) Provide sufficient shop space, equipment, supplies and availability of parts equivalent to that required for certification by the FAA as an approved repair station.
- (d) Either: (1) employ and have on-duty during normal business hours at least one (1) person who is currently certified by the FAA with ratings appropriate to the work being performed and who holds an airframe, power plant, or aircraft inspector rating; or (2) maintain a current FAR Part 145 Certificate.
- (e) Not conduct maintenance, repair operations, or business activities at any time inside hangars/shades or other structures not designed for such function. The City fire code shall govern the approval of hangars/shades or other structures for maintenance activities.
- (f) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
- (g) Pay an annual permit fee of three-hundred dollars (\$300.00) in advance.

Section 7-2. Helicopter Flight Training Services.

A Helicopter Flight Training Services Operator means a person in the airpark engaged in instructing pilots in dual and solo flight training in helicopters, and providing such related ground school instruction as is necessary to take a written examination and flight check ride for the categories of pilot's licenses and ratings involved. A Helicopter Flight Training Services Operator shall:

- (a) Lease or own sufficient land and office space to accommodate the proposed operations, and provide proof that the City has issued a Conditional Use Permit for a heliport.
- (b) Provide adequate classroom facilities for the amount and type of training involved, hangar/shade facilities for helicopter storage, a paved helicopter land-

- ing/takeoff area meeting FAA standards located outside of the taxilane safety area, and a helicopter parking apron located outside of the taxilane safety area.
- (c) Employ and have on-duty during normal business hours at least one (1) instructor who is currently certified by the FAA to provide the type of training offered.
 - (d) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
 - (e) Pay an annual permit fee of three-hundred dollars (\$300.00) in advance.
 - (f) Store helicopters in the airpark but not conduct actual flight instruction activities in the airpark. Flight instruction includes, but is not limited to: practice hovering, extended hovering, repeated practice takeoff or landing, or autorotation.

Section 7-3. Helicopter Leasing or Rental Services.

A Helicopter Leasing or Rental Services Operator means a person in the airpark engaged in the leasing or rental of helicopters to the public. A Helicopter Leasing or Rental Services Operator shall:

- (a) Lease or own sufficient land and office space to accommodate the proposed operations, and provide proof that the City has issued a Conditional Use Permit for a heliport.
- (b) Provide hangar/shade facilities for helicopter storage, a paved helicopter landing/takeoff area meeting FAA standards located outside of the taxilane safety area, and a helicopter parking apron located outside of the taxilane safety area.
- (c) Employ and have on-duty during normal business hours at least one (1) person.
- (d) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
- (e) Pay an annual permit fee of three-hundred dollars (\$300.00) in advance.

Section 7-4. Helicopter Specialized Commercial Flying Services.

A Helicopter Specialized Commercial Flying Services Operator means a person in the airpark engaged in air transportation for hire for any of the following purposes: non-stop sightseeing flights that begin and end at the airpark, aerial photography or survey, powerline or pipeline patrol, fire-fighting or fire patrol, airborne mineral exploration, or any other operations specifically excluded from FAR Part 135. A Helicopter Specialized Commercial Flying Services Operator shall:

- (g) Lease or own sufficient land and office space to accommodate the proposed operations, and provide proof that the City has issued a Conditional Use Permit for a heliport.
- (h) Provide hangar/shade facilities for helicopter storage, a paved helicopter landing/takeoff area meeting FAA standards located outside of the taxilane

safety area, and a helicopter parking apron located outside of the taxiway safety area.

- (i) Employ and have on-duty during normal business hours at least one (1) person who holds current commercial pilot and medical certificates with appropriate ratings for the aircraft to be flown.
- (j) At all times maintain in effect the applicable types and minimum amounts of insurance specified in Article 4 and Attachment A.
- (k) Pay an annual permit fee of three-hundred dollars (\$300.00) in advance.

Attachment A – AIRPARK INSURANCE REQUIREMENTS

	Aircraft sales services	Aircraft charter services	Aircraft management services	Charter brokerage services	Aircraft engine overhaul services	Helicopter maintenance and repairs services	Helicopter flight training services	Helicopter leasing and rental services	Specialized flight training services	Specialized Commercial Flying services
COMMERCIAL GENERAL LIABILITY ¹										
Each Occurrence	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Aggregate	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
COMMERCIAL/BUSINESS AUTOMOBILE LIABILITY (Combined Single Limit) ¹										
Each Occurrence	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
AIRCRAFT AND PASSENGER LIABILITY ¹										
Each Occurrence	N/A	\$1,000,000	N/A	N/A	N/A	N/A	N/A	\$1,000,000	\$1,000,000	\$1,000,000
WORKER'S COMPENSATION (Limits Based Upon Statutory Requirements \$100,000/\$100,000/\$500,000)										

¹ When coverages or limits set forth in Attachment A are not commercially available, appropriate replacement coverage or limits are subject to approval, in advance, by the Aviation Director.

² Operators utilizing only owned Aircraft or do not have "care, custody, or control" of the aircraft are not required to have Hangar Keepers Liability Insurance.

All insurance policies including Workman's Compensation shall contain a waiver of subrogation rights endorsement in favor of Scottsdale Airport and the City of Scottsdale.

All policies, except Workers' Compensation, shall name the City of Scottsdale, its agents, employees, elected and appointed officials, directors, officers, commissioners and representatives as Additional Insureds.

IMPORTANT NOTE: This outline of insurance requirements is offered for informational purposes only. The operator, lessee, licensee, permittee or other person using the airport or airpark, is responsible for working with an informed and reputable insurance representative to understand and obtain all the applicable insurance required by these Airpark Minimum Operating Standards. The City does not warrant that the minimum coverage contained in this Attachment A is sufficient to protect any airport or airpark user from liabilities that might arise out the access or use of the airport, any of its facilities, or any airpark taxilanes.

The Certificate Holder is: The City of Scottsdale, Scottsdale Airport, 15000 N. Airport Drive, Suite #200, Scottsdale, AZ 85260.