



AGENDA
AIRPORT ADVISORY COMMISSION
REGULAR MEETING
FEBRUARY 14, 2019
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - 3.1 Approval of January 10, 2019 Airport Advisory Commission Meeting Minutes
- 4. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 5. NEW BUSINESS**
 - 5.1 Introduction of Steve Leggett, Amelia River Resort, LLC/Signature Land Project Update/Overview
 - 5.2 Airport Architectural Standards Discussion
- 6. NEXT MEETING DATE**
- 7. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Airport Manager.

1. **Call to Order:** Chairperson Chuck Colcord called the meeting to order at 6:00 pm.
2. **Members Present:** Chuck Colcord (Chair), Don Edlin, Prudence Hostetter, Ward Gill, Tom Piscitello, Kent McKee, and Dave Austin
Members Absent: Paul Behan

Others Present: Commissioner Len Kreger, Commissioner Chip Ross, Commissioner Mike Lednovich, Brian Echard, Kathryn Echard, Mickey Baity, Stan Jackson, and Brad Wentz (Passero Associates).

3. **AAC Meeting Minutes:**

3.1 November 8, 2018 AAC Meeting – Approval of Minutes: Mr. Coyle stated that, following review of audio from the last meeting, the group did not vote on approval of the November 8, 2018 minutes during the meeting. Mr. Coyle presented the minutes again and asked the consideration of the AAC for approval.

A motion was made by Member Edlin, seconded by Member McKee, to approve the November 8, 2018 AAC Regular Minutes. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

3.2 December 13, 2018 AAC Meeting - Approval of Minutes: The AAC reviewed the minutes from the December 13, 2018 regular meeting. Member Hostetter requested correction of a spelling error within paragraph 5.3 of the document, and Mr. Coyle stated that he would correct the error.

A motion was made by Member Edlin, seconded by Member McKee, to approve the December 13, 2018 AAC Regular Minutes. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

4. **Public Comment Regarding Items Not On The Agenda:** Commissioner Len Kreger provided comment stating that he recently met with potential purchasers of the Amelia River Golf Course operation and has invited one of the representatives of the group to provide an introduction to the AAC during the February meeting. Commissioner Kreger stated that he would work with Airport Manager Coyle to schedule an agenda item for this discussion.

5. **Old Business:**

5.1 Observation Deck – Educational Component Discussion Continued

Airport Manager Coyle stated that there were no updates on this topic, and Member Edlin stated that he would reach out to schedule a meeting with Mr. Coyle in the coming weeks to discuss this further and help move a project along.

5.2 GPS Approach Procedure Development Update

Airport Manager Coyle provided additional information related to development of a GPS procedure, specifically related to a question that was received during the last meeting about whether or not an obstacle survey would need to be completed again if an approach lighting system were installed in support of the runway in the future. Mr. Coyle stated that he would be moving forward with a request to pursue funding for an obstacle survey to support development of this project, and would provide updates to the AAC.

5.3 Airport Architectural Standards/Design Review Update

Airport Manager Coyle stated that he had recently issued a work order with Hanson Professional Services to assist with recommendations on revision of the airport's architectural standards. Mr. Coyle stated that he believed that recommendations would be ready for discussion by the group during the upcoming February 2019 AAC meeting, and that the discussion of the meeting would focus on this topic.

5.4 Airport Financial Report

Airport Manager Coyle presented the airport financial report to the AAC. There was no discussion on the financial report.

6. New Business:

6.1 Facility Use Agreement Review – Florida Army National Guard Temporary ATC Services during Concours d'Elegance Week

6.2 Facility Use Agreement Review – Concours d'Elegance

6.3 Facility Use Agreement Review – Buccaneer Region SCCA

6.4 Facility Use Agreement Review – Ben Byrns Annual 5K Run

Airport Manager Coyle introduced agreements within items 6.1 through 6.4 of the agenda.

A motion was made by Member Austin, seconded by Member Gill, recommending that the City Commission approve Facility Use Agreements with the Florida Army National Guard for Temporary ATC Services during Concours d'Elegance, with Concours d'Elegance, with Buccaneer Region SCCA, and for execution of the Ben Byrns Annual 5K Run agreement as presented within the AAC Agenda Packet. A vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

7. Airport Manager and Staff Reports:

Airport Manager Coyle presented his monthly department report to the group as included within the agenda packet.

8. Commission Member Reports and Comments:

Member Edlin stated that he noted a potential issue with the operability of the on/off switch arm on the self-service pump at the fuel farm. Mr. Coyle stated that he would have somebody look at the issue.

Member Piscitello stated that he noted there has been a delay in issuance of monthly hangar rental invoices and that he had issued a check prior to receipt of the invoice as the invoices were being mailed late. Mr. Coyle stated that he was aware that the City Billing Department had recently changed billing software and that there were some unexpected glitches with use of the new software. Mr. Coyle stated that he would contact the billing department to discuss the issue further.

9. Next Meeting Date: The group agreed that the February meeting would be scheduled on its regular date of Thursday/14 February 2019.

10. Adjournment: There being no further business to come before the Airport Advisory Commission, the meeting was adjourned at 7:01 p.m.

Secretary

Chuck Colcord, Chairperson

Architecture and Building

Design Standards for Development on the Airport

(Included within Land Development Code by Reference)

These architecture and building design standards shall be applied to airport construction or improvement on or within Fernandina Beach Municipal Airport boundaries. These design standards have been incorporated by reference into the Airport Overlay section of the City of Fernandina Beach Land Development Code. The City of Fernandina Beach Land Development Code applies to all tenant and lessee construction on the Airport. These design standards are used by the City's Technical Review Committee (TRC) as its basis for beginning the approval process for any construction on the Airport. All construction must meet current adopted Florida Building Codes, City Building Ordinances, and National Fire Prevention Association (NFPA) requirements. In cases of conflict with other City codes or regulations, the more stringent provisions shall apply unless specifically addressed within the terms of any written agreement with the City.

Hangar/Building on any Area of the Airport:

1. A primary building is an aircraft hangar with use as addressed in the lease.
2. Stand alone non hangar buildings are not permitted within the airport perimeter fence unless for aeronautical use and/or approved by City.
3. Outbuildings may be permitted as an ancillary to the primary building. An outbuilding must be attached or in near proximity to the primary building. Such outbuildings must be directly related to the operation of the primary building and limited to office(s), storage area, or related work area.
4. The location of the hangar door designates the front of the building.
5. Minimum bulk hangar size is 40 x 40 feet (1,600 square feet) and may be private or City construction; t-hangar construction permitted only by City.
6. Any hangar must have a concrete floor; any building must have finished flooring.
7. Any hangar constructed, unless an individual hangar or separated hangar units within a structural building and built for non-commercial use only and not exceeding 2,000 square feet per unit or individual hangar, requires an oil/water separator to discharge water and oil by-products, as appropriate, into either a sanitary sewer or into a holding tank.
8. Hangars/buildings shall meet all appropriate fire codes for the proposed use of building.
9. No residential occupancy is permitted.
10. Maximum building height is 45 feet. New construction may require a Form 7460 be submitted to FAA for review.
11. Since roofs are highly visible from aircraft using the Airport, roofs shall be attractively designed and constructed. Signs, lettering, designs, or other graphics shall not be placed, painted or otherwise located on roofs.
12. Roof materials shall be non-reflective, not create glare, and be of a neutral color.

Aprons/Pavement:

1. Taxi lanes within hangar areas provided by the City are generally designed to accommodate an aircraft with a wing span no greater than 49 feet. Facilities designed for larger wingspan aircraft shall have direct access to taxiways.
2. Pavement, at a minimum, is required from the hangar door to the taxi lane or taxiway and shall be at least 20 feet wide.
3. Under no circumstances shall required apron/ramp areas encroach into the taxi lane or taxiway objective free area (TOFA) except for the entrance pavement.
4. Any individual hangar having less than 3,000 square feet shall have an area available for an apron between the hangar door and the taxi lane or taxiway object free area (TOFA), at a minimum, equal to the distance of the depth of its hangar floor area.
5. Any hangar having 3,000 square feet or greater but not more than 7,999 square feet of hangar floor space shall have an area available for an apron between the hangar door and the taxi lane or taxiway object free area (TOFA), at a minimum, of a size at least 50% of its hangar floor area.
6. Any hangar with 8,000 square feet or greater of hangar floor space shall have an area available for an apron between the hangar door and the taxi lane or taxiway object free area (TOFA), at a minimum, of a size at least 75% of its hangar floor area.
7. Sidewalks are permitted only to provide for internal circulation on leasehold property.
8. Airside pavement shall have a compatible look and performance as to any airport taxi lanes/taxiways/apron to which it may abut. All leasehold pavement must be of sufficient quality and weight bearing capacity for the aircraft to be parked on the leasehold.
9. Landside pavement shall have a compatible look and performance as to any street/driveway pavement it shall abut.
10. All pavements shall be designed for a minimum 20 year life using the following guidelines – airside to meet FAA standards for the aircraft to be parked and landside to meet equivalent axel load projections.
11. Any permitted airside access routes are to be a minimum of 12 feet wide.

Leasehold Size:

1. Parcel length is determined from edge of taxi lane or taxiway object free area (TOFA) to edge of roadway or established property line unless parcel already plotted.
2. Minimum parcel width is determined by width of hangar/out buildings coupled with required setbacks unless parcel already plotted.
3. Should a hangar back up to another hangar or building there are minimum separation requirements set forth by NFPA 409 standards irrespective of lease line location from back of hangar or outbuilding (from whichever structure may extend out furthest).
4. Individually built hangars shall have a minimum 25 foot setback on each side or side of outbuilding (from whichever structure may extend out furthest) to establish the side yard and minimum leasehold area unless one side abuts the runway restriction line.
5. Adjoining hangars sharing a common center wall shall be built by the same lessee. Such hangars shall have a minimum 25 foot side setback on the unattached opposite side from parcel property line. Adjoining hangar aprons may or may not abut to each other.

Hangar/Building Characteristics:

1. At least one toilet is required for any stand alone hangar/outbuilding development whether personal or commercial use. Any commercial use of building will require the toilet to be American Disabilities Act (ADA) compliant as required by local building code.
2. Hangar/building materials shall be a metal building or concrete block or related material. No wood or aluminum. The roof may be aluminum.
3. Hangar/building materials that produce glare or other effects that are hazardous to aircraft operation shall not be permitted.
4. Hangar/building colors shall be neutral tones.
5. The location of outside storage areas and materials used for screening shall be a part of the site plan submitted by lessee. All materials used for screening shall be opaque and the same as or similar to the main or primary building or by installation of berms and landscaping acceptable to the City.
6. All electrical wiring shall be in conduit and placed underground from the electrical power source to the hangar/building.
7. Any hangar over 10,000 square feet will require an approved NFPA sprinkler system.
8. All mechanical equipment shall be housed within the building when possible. When roof mounted equipment is required, it must be concealed by parapet walls sufficient to screen the equipment but no more than 42". Such parapet does not count against building height restriction. Plumbing vents are the only non-screened roof penetrations allowed.
9. Any exterior equipment shall be enclosed or screened so as to be an integral part of the architectural design and not in public view. Large pieces of equipment shall be located at ground level.
10. Any hangar or building abutting or a part of the Airport Operation Area (AOA) is also considered part of the security fence system. Such hangar or building shall provide the only entrance through the security fencing unless approved by the City. In addition lessee shall provide a chain link fence without gates separating the airside and the landside with not less than 6 feet chain link vinyl encased black between buildings to the property line to establish a security perimeter. If landscaping screening is provided, it shall be located on the landside and no closer than 6 feet from the fence and maintained in a manner to preclude overgrowth of the security fence.
11. The outside storage of hazardous materials or hazardous waste shall be prohibited as identified in the Airport Rules and Regulations.
12. Adequate lighting required for both airside and landside and in general shall be uniform style as determined by the City.

Landscaping:

1. Landscaping within the Air Operations Area for non-building and non-pavement areas shall have as a minimum natural ground covering and is limited to grass or very low lying vegetation for unpaved areas. For safety reasons no trees or shrubbery shall be permitted within the air operations area (within the airport security or perimeter fence.)
2. At least 20% of the total gross land area of a development site shall be landscaped and can include grass or ground cover for the calculation. The landscaped areas shall be located on

the site in such manner as to maximize preservation of existing trees with priority given to specimen trees. Such landscaping should not be on the airfield side of any hangar or building construction that is not accessible by the public.

3. Landscaping shall not block sight distance or pose a traffic hazard.
4. Any free standing signage shall not exceed a height of 5 feet from the ground, shall be monument style, and constructed per city code.

Parking:

1. Parking shall not be established or designated along the front of building.
2. All parking must be identified in site plan.
3. Spaces shall be sized by city code (currently 10 x 20 feet) and may be marked.
4. Commercial use of hangar must meet city code as to number and shall meet the dimensions and the number required under ADA requirements and to be located in areas convenient to building entrances.
5. Stand alone private non-commercial use hangar parking requires a minimum of two spaces for any total gross floor area (including any outbuilding floor area) not exceeding 2,000 square feet and a minimum of four spaces for a building exceeding 2,000 square feet up to 3,500 square feet. One additional parking space shall be required for each additional 1,500 square feet of gross floor area above 3,500 square feet. Such number of spaces shall be rounded up or down to the nearest 1,000 square feet.
6. Non-commercial use of hangar exempt from ADA requirements.
7. Any parking area next to a hangar or building shall have car stops or curbs placed at least five feet from the hangar or building.
8. All parking areas shall be setback at least 10 feet from other lessee lease lines.

East Area:

1. Stand alone non-hangar buildings are permitted on the non airfield side of Jamestown Road and must be an approved commercial only use.
2. A commercial building not attached to a hangar shall provide its parking behind the building. Such a building may not be located on the airfield side of Jamestown Road unless as part of a hangar development and then parking may be between the building and Jamestown Road.
3. For non hangar buildings the front yard is considered Jamestown Road.
4. Non-hangar buildings or hangars fronting Jamestown Road must have set back of at least 25 feet from the street.
5. Internal driveways off Jamestown Road shall be 20 feet wide.
6. Minimum curb cuts off Jamestown Road – in general use of joint-use driveway to serve several buildings will be required to provide access to a public street. Only in exceptional circumstances is more than one (1) curb cut permitted.
7. No parking permitted along Jamestown Road.
8. Common use driveways along Jamestown Road shall be used as much as possible.

Architecture and Building

Design Standards for Development on the Airport

(Included within Land Development Code by Reference)

2/4/2019 draft

A table of contents will be developed after final formatting.

For purposes of this document the City shall be the City of Fernandina Beach and the airport shall be Fernandina Beach Municipal Airport.

These architecture and building design standards shall be applied to airport construction or improvement on or within Fernandina Beach Municipal Airport boundaries. These design standards have been incorporated by reference into the Airport Overlay section of the City of Fernandina Beach Land Development Code. The City of Fernandina Beach Land Development Code applies to all tenant and lessee construction on the Airport. These design standards are used by the City's Technical Review Committee (TRC) as its basis for beginning the approval process for any construction on the Airport. All construction must meet current adopted Florida Building Codes, City Building Ordinances, and National Fire Prevention Association (NFPA) requirements. In cases of conflict with other City codes or regulations, the more stringent provisions shall apply unless specifically addressed within the terms of any written agreement with the City.

Approvals Required:

1. No building nor any improvement shall be erected, placed, or altered on any building site at the Airport until the plans for such building or improvement, including site plan, landscape plan, building plans and specifications have been approved by the City.
2. Approval or disapproval of such plans shall be with respect to conformity with these restrictions and other applicable ordinances and requirements of the City and with respect to harmony of external design and land use as it effects property within and adjacent to the Airport.
3. Building plans shall be in conformance with all Federal, State, County and City laws and ordinances, and shall conform to the current Airport Layout Plan.
4. A Form 7460 must be submitted to FAA for review and approval prior to starting construction.

No construction including site improvements shall be undertaken without first receiving all applicable Land Development Orders.

Variances:

The City shall consider and may grant a variance to these covenants, conditions and restrictions. Request for variance must include a full explanation as to why these codes or requirements cannot be fully met.

Occupancy:

No occupancy of any building shall be permitted before the building is completed and a certificate of occupancy is issued.

Setbacks:

1. The City will determine setback distances for construction based on FAA regulations, the Airport layout plan and other airport regulations that may be enacted from time to time.
2. No part or portion of any building shall be erected, constructed, or extended into any setback area.
3. No building construction equipment or materials shall be staged, placed, or operated in a manner that impedes the movement of aircraft along taxilanes or taxiways or encroaches into a safety or object free area without the prior permission of the City.
4. The minimum building setback along the sides of the leasehold shall be 25 feet.
5. ~~Should a hangar back up to another hangar or building there are~~ Minimum building separation requirements are set forth by the current city adopted version of NFPA 409 standards irrespective of lease line location ~~from back of hangar or outbuilding (from whichever structure may extend out furthest).~~
6. Adjoining hangars sharing a common center wall shall be built by the same lessee. Such hangars shall have a minimum 25 foot side building setback on ~~the~~ all unattached ~~opposite~~ sides from the parcel property line.

Drainage: (FHB checking this with city stormwater engineer)

1. A drainage plan shall be submitted indicating flow and contours/elevations.
2. Drainage shall not negatively impact adjacent properties and shall flow into the Airport's natural or developed drainage.
3. The elevation of the lot shall not be changed so as to materially affect the surface elevation or grade of the surrounding lots.
4. Drainage from roofs shall not create erosion or affect adjacent properties. Perimeter roof drainage with gutter and downspouts shall be required.
5. Roof drainage and a soil erosion control plan shall be indicated on plan submittal.

Hangars/Buildings: on any Area of the Airport:

1. A primary building is an aircraft hangar with use or uses as ~~addressed~~ **allowed** in the lease. ~~No other use of the building will be allowed without a lease amendment approved by the City.~~
2. Stand-alone non hangar buildings are not permitted within the **area of the** airport ~~perimeter fence~~ designated as aeronautical use, unless the intended use is for aeronautical activities ~~use and/or~~ **that use has been** approved by the City.
3. Outbuildings may be permitted as an ancillary to the primary building. An outbuilding must be attached or in near proximity to the primary building. Such outbuildings must be directly related to the operation of the primary building and limited to office(s), storage area, or

related work area.

4. For multiple nested hangars with no direct road access, such as T-Hangars, the location of the hangar door designates the front of the building. For stand-alone hangars constructed on a named access road, the front of building shall be the side facing the nearest access road upon which the address is affixed
5. The minimum bulk hangar size is ~~allowed shall be~~ 40 x 40 feet (1,600 square feet) and may be private or City construction; t-hangar construction permitted only by City. (Discussion)
6. ~~Any~~ All hangars must have a concrete finished and sealed floor; ~~any building must have finished flooring. The proposed thickness and weight bearing of the floor must be indicated on the site plan for the largest aircraft that could use the hangar.~~
7. Any hangar constructed, unless an individual hangar or separated hangar units within a structural building and built for non-commercial use only and not exceeding 2,000 square (by-products, as appropriate, into either a sanitary sewer or into a holding tank. (Floor Drains) (Commercial Standard in Minimum Standards Page 6 #8) FHB Staff is checking
8. Hangars/buildings shall meet all appropriate fire codes for the proposed use of the building.
9. No residential occupancy is permitted within any building constructed on airport property.
10. Maximum building height is 45 feet. Building heights must be consistent with the most current Airport Layout Plan.
- ~~11. New construction may require a Form 7460 be submitted to FAA for review (moved to approvals)~~
- ~~12. Since roofs are highly visible from aircraft using the Airport, Building roofs shall be attractively designed and constructed.~~
13. Roof pitches shall have a 4:12 slope (rise-run) for building less than 50 feet in width and a minimum of 3:12 slope (rise-run) for buildings of greater than 50 feet in width.
14. Roof materials shall be non-reflective, not create glare, and be of a neutral type, style and color approved by the City.
15. Exterior wall materials must be of a type, style and color approved by the City.
16. All privately constructed buildings must be fully enclosed. No open sided structures will be allowed.
17. No alterations or additions to the exterior or interior of a building shall be accomplished without first obtaining the approval of the City. All permits required shall be obtained prior to work beginning.
18. All antennas, satellite dishes, and similar equipment, shall be indicated on the site plan and shall include the proposed installation location and height.

Signage:

1. All signs must adhere to the requirements specified in the City's Sign Code. All hangar sign plans shall be submitted to the City for review and approval prior to construction or installation. The City may also review and approve sign requests in regards to Airport operational considerations upon consultation with the airport manager.
2. Additional address signage may be required to be displayed if required by City emergency service providers.
3. Signs, lettering, designs, or other graphics shall not be placed, painted or otherwise located on roofs.
4. ~~Any free standing signage shall not exceed a height of 5 feet from the ground, shall be monument style, and constructed per City code. (FBO Fuel Signs?) (moved from~~

Landscaping section)

Aprons/Pavement:

1. Taxilanes within hangar areas provided by the City are generally designed to accommodate an aircraft with a wing span no greater than 49 feet. Facilities designed for larger wingspan aircraft shall have **provide** direct access to taxiways.
2. **Entrance** pavement, ~~at a minimum,~~ is required from the hangar door to the taxilane or taxiway, and shall be at least 20 feet wide, **and shall be constructed in accordance with current FAA standards.**
3. ~~Under no circumstances shall required~~ **All required** apron/ramp areas **shall be constructed to remain outside** the eneroach into the taxilane or taxiway object free area except for the entrance pavement **required in 2 above.**
4. ~~Any individual hangar having less than 3,000 square feet shall have an area available for an apron between the hangar door and the taxilane or taxiway object free area (TOFA), at a minimum, equal to the distance of the depth of its hangar floor area.~~
5. ~~Any hangar having 3,000 square feet or greater but not more than 7,999 square feet of hangar floor space shall have an area available for an apron between the hangar door and the taxilane or taxiway object free area (TOFA), at a minimum, of a size at least 50% of its hangar floor area.~~
6. ~~Any hangar with 8,000 square feet or greater of hangar floor space shall have an area available for an apron between the hangar door and the taxilane or taxiway object free area (TOFA), at a minimum, of a size at least 75% of its hangar floor area.~~ **Apron space between the hangar and the adjacent taxilane or taxiway shall be sufficient to support the proposed use and potential future use of the hangar. The design of the apron is subject to review and approval by the City.**
7. ~~Sidewalks are permitted only to provide for internal circulation from parking areas to building entrance(s) within the leasehold property.~~
8. ~~Airside pavements shall have a compatible look and performance as to any airport taxilanes/taxiways/apron to which it may abut.~~ **All airside leasehold pavements must be of sufficient quality and weight bearing capacity for the largest aircraft that could be hangared on the leasehold and shall be designed for a minimum 20 year life using the following guidelines-current FAA standards.**
9. ~~Landside pavements shall have a compatible look and performance as to any street/driveway pavement it shall abut.~~ **shall be designed per the City's Local Development Oders.**
10. ~~All pavements shall be designed for a minimum 20 year life using the following guidelines –airside to meet FAA standards for the aircraft to be parked and landside to meet equivalent axle load projections.~~
11. Any permitted airside **vehicle** access routes are to be a minimum of 12 feet wide.

Utilities:

1. **Extension of Utilities to the proposed facilities shall be the financial responsibility of the**

Lessee.

2. All plan submittals shall include sufficient detailed information on all utility designs and design loads.
3. Work shall not commence until approval has been received by the City and all permits have been received.
4. Plan submittals shall indicate above ground utilities such as, but not limited to, condensers and transformers.
5. Sewer, gas, water, electric, and communication utilities shall be located underground.
6. The Lessee shall be responsible to restore all areas disturbed during the utility installation including pavement and grass areas.
7. All electrical wiring shall be in conduit and placed underground from the electrical power source to the hangar/building.
8. Are septic tanks allowed? (FHB staff checking)

Hangar Doors:

1. Types (Bi-fold, Hydraulic single swing, Track Mounted, accordion).
2. Hangar door clear opening shall be:
 - a. Horizontal – equal to or greater than 80% of the width of the side of the hangar where the door is located (I.E. building width of 100 feet, hangar door clear opening shall be a minimum of 80 feet)
 - b. Vertical – For a hangar door width of:
 - i. Less than 40 feet, minimum door height shall be 14 feet
 - ii. 40 feet up to 50 feet, minimum door height shall be 16 feet
 - iii. 50 feet up to 60 feet, minimum door height shall be 20 feet
 - iv. 60 feet up to 70 feet, minimum door height shall be 24 feet
 - v. 70 feet up to 80 feet, minimum door height shall be 26 feet
 - vi. greater than 80 feet, minimum door height shall be 26 feet
3. All hangar doors shall be installed in such a manner as to not obstruct the movement of any aircraft on an adjacent taxiway or taxilane or of another airport tenant outside the leased premises.

Leasehold Size:

1. ~~Parcel length is determined from edge of taxilane or taxiway object free area (TOFA) to edge of roadway or established property line unless parcel already plotted.~~
2. ~~Minimum parcel width is determined by width of hangar/out buildings coupled with required setbacks unless parcel already plotted.~~
3. ~~Should a hangar back up to another hangar or building there are minimum separation requirements set forth by NFPA 409 standards irrespective of lease line location from back of hangar or outbuilding (from whichever structure may extend out furthest).~~
4. ~~Individually built hangars shall have a minimum 25 foot setback on each side or side of outbuilding (from whichever structure may extend out furthest) to establish the side yard and minimum leasehold area unless one side abuts the runway restriction line~~
5. ~~Adjoining hangars sharing a common center wall shall be built by the same lessee. Such hangars shall have a minimum 25 foot side setback (Including ramp??) on the all unattached opposite sides from the parcel property line. Adjoining hangar aprons may or may not abut to each other.~~

- Note 3, 4 & 5 were Moved to setbacks

Hangar/Building Characteristics:

1. At least one ~~toilet~~ **bathroom facility** is required for any stand-alone hangar/outbuilding development ~~whether personal or commercial use. Any commercial use of a hangar or building will require the toilet~~ **The bathroom facility must be constructed to** be American Disabilities Act (ADA) compliant as required by local building code.
2. For non-commercial use hangars, bathroom facilities are required when:
 - There is no public use restroom within 500 feet of the proposed hangar development, or
 - The proposed development consists of, or will result in, more than 24 t-hangars in a specific location without access to a public use restroom, or
 - The proposed development will be a single hangar larger than 12,000 SF, or
 - The proposed development will be a divided hangar with more than 25,000 SF of total space.
3. Hangar/building materials shall be a metal building or concrete block or related material. ~~No Wood or aluminum buildings are prohibited.~~ The roof may be aluminum **coated with a non-glare substance.**
4. Hangar/buildings that produce glare or other effects that are hazardous to aircraft operation shall not be permitted.
5. ~~Hangar/building colors shall be neutral tones.~~ **The City shall approve building colors. Color sample(s) shall be provided with the building plan submittals.**
6. The location of outside storage areas and the materials ~~used~~ **required** for screening shall be **included on** the site plan submitted by lessee. All materials used for screening shall be opaque and the same as or similar to the main or primary building or by installation of berms and landscaping acceptable to the City.
7. ~~Any Hangar over 10,000 square feet will require a approved NFPA sprinkler.~~ **shall have a fire suppression system if required by the current city adopted version of NFPA 409.**
8. All mechanical equipment shall be housed within the building when possible **or screened as defined in 5 above.** When roof mounted equipment is required, it must be concealed by parapet walls sufficient to screen the equipment but no more than 42". Such parapet does not count against building height restriction **as long as there is no violation of part 77 surfaces.** Plumbing vents are the only non-screened roof penetrations allowed.
9. Any exterior equipment shall be enclosed or screened so as to be an integral part of the architectural design and not in public view. ~~Large pieces of equipment shall be located at ground level.~~
10. Any hangar or building abutting or a part of the Airport Operation Area (AOA) is also considered part of the security fence system. Such hangar or building shall provide the only entrance ~~through the security fencing~~ **to the airside operations area** unless approved by the City. In addition lessee shall provide a chain link fence without gates separating the airside and the landside with not less than 6 feet chain link **with 3 strand barbed wire on top**

between buildings to the property line to establish a security perimeter. If landscape screening is provided, it shall be located on the landside and no closer than 6 feet from the fence and maintained in a manner to preclude overgrowth of the security fence.

11. The outside storage of hazardous materials or hazardous waste shall be prohibited as identified in the Airport Rules and Regulations.
12. Adequate lighting ~~sufficient for safety and security is required and shall be installed on the building~~ for both airside and landside ~~areas~~ and in general shall be uniform in style as determined by the City. ~~Light fixtures that face a taxilane or taxiway shall not exceed 0.5 foot-candles at the edge of the taxilane or taxiway. Plan submittal shall include exterior lighting information including location. All lighting shall conform to the current City ordinance and the City's specifications and standards for off-street parking areas.~~

Landscaping:

1. Landscaping within the Airport Operation Area (AOA) for non-building and non-pavement areas shall have as a minimum natural ground covering and is limited to grass or very low lying vegetation for unpaved areas. ~~For safety reasons No trees or shrubbery shall be permitted within the Airport Operation Area (AOA) (within the airport security or perimeter fence.)~~
2. ~~At least 20% of the total~~ All gross land area of a development site ~~that is not paved or building~~ shall be landscaped and can include grass or ground cover. ~~for the calculation.~~ The landscaped areas shall be located on the site in such a manner as to maximize preservation of existing trees with priority given to specimen trees. Such landscaping should not be on the airfield side of any hangar or building construction that is not accessible by the public.
3. Landscaping shall not block sight distance or pose a traffic hazard.
4. All grass, trees, and shrubbery must be kept in good appearance at all times. If the Lessee fails to maintain these areas the City reserves the right to maintain them at an additional cost to the Lessee.
5. ~~Any free standing signage shall not exceed a height of 5 feet from the ground, shall be monument style, and constructed per city code.~~

Parking:

1. All parking shall be identified in the site plan ~~and shall conform to the following requirements.~~
2. Parking shall not be established or designated along the ~~front of~~ airside of the building ~~or along the sides of the building.~~
3. ~~All parking must be identified in site plan.~~
4. Spaces shall be sized by City code (~~currently 10 x 20 feet~~) and ~~may~~ shall be marked.
5. Commercial use of a hangar must meet City code ~~as to the number~~ and size of parking spaces required. ~~and shall meet the dimensions and the number required under ADA requirements and to be located in areas convenient to building entrances.~~
6. ADA spaces, if required, must meet the number and size as required by ADA regulations.
7. Stand-alone private non-commercial use hangar parking requires a minimum of two spaces for any total gross floor area (including any outbuilding floor area) not exceeding 2,000

square feet and a minimum of four spaces for a building exceeding 2,000 square feet up to 3,500 square feet. One additional parking space shall be required for each additional 1,500 square feet of gross floor area above 3,500 square feet. Such number of spaces shall be rounded up or down to the nearest 1,000 square feet. (Does Building code cover this) **(FHB Staff Checking – For Discussion)**

8. ~~Non-commercial use of hangar exempt from ADA requirements.~~
9. ~~Any~~ **All** parking areas ~~next to a hangar or building~~ shall have car stops or curbs placed at least five feet from the closest ~~sidewalk~~, hangar or building.
10. All parking areas shall be setback at least 10 feet from ~~other~~ **the** lessee's lease lines.

East Area:

1. ~~Stand-alone non-hangar buildings are permitted on the non-airfield side of Jamestown Road and must be an approved commercial only use.~~
2. ~~A commercial building not attached to a hangar shall provide its parking behind the building. Such a building may not be located on the airfield side of Jamestown Road unless as part of a hangar development and then parking may be between the building and Jamestown Road.~~
3. ~~For non-hangar buildings the front yard shall be the side facing is considered Jamestown Road.~~
4. ~~Non-hangar buildings or hangars fronting Jamestown Road must have set back of at least 25 feet from the street.~~
5. ~~Internal Access driveways off from Jamestown Road shall be 20 feet wide.~~
6. ~~Minimum curb cuts will be allowed from off Jamestown Road—in general, use of joint-use driveways to serve several buildings will be required to provide access to a public street. Only in exceptional circumstances is more than one (1) curb cut permitted.~~
7. ~~No parking will be permitted along Jamestown Road.~~
8. ~~Common use driveways along Jamestown Road shall be used as much as possible.~~

Compliance with Building Codes

The building codes and restrictions for buildings and structures at the Airport shall run with the land and be binding to all parties and all persons on Airport property.

All buildings constructed, erected, or placed upon any lot within the borders of the Airport shall conform to all government zoning and use requirements.

All Building and structures shall comply with all current federal, state and local requirements.

Refuse

No storage of waste, refuse, material, or equipment shall be permitted outside the building. Where necessary, dumpsters should be located at the rear of a structure/site and should be enclosed with an opaque wall. The enclosure should be constructed of a masonry building material that is the same as, or similar to, the primary structure and have gates made of metal.