



## FRIDAY HARBOR AIRPORT RULES AND REGULATIONS

Friday Harbor Airport is operated for the benefit of the public by the residents of the Friday Harbor Port District, with financial assistance from the Federal Aviation Administration, the Washington State Division of Aeronautics and from generous private sponsors, to provide the community with emergency medical evacuation, passenger and freight transportation and general aviation services.

### CHAPTER I - GENERAL PROVISIONS

#### Section I - Definitions

- A.** "Airport" means the Friday Harbor Airport and all of the area, buildings, facilities and improvements within the exterior boundaries of such airport as it now exists or as it may hereafter be extended or enlarged.
- B.** "Airport Manager" means the Airport Manager or his designees for the Port of Friday Harbor.
- C.** "Port Commission" is the governing body of Friday Harbor Airport and Marina.
- D.** "Executive Director" means the chief executive officer of the Port of Friday Harbor.
- E.** "Port" means the Port of Friday Harbor, Friday Harbor, San Juan County, Washington.
- F.** "D.O.T." means the Department of Transportation.
- G.** "F.A.A." means the Federal Aviation Administration.
- H.** "Person" means any individual, firm partnership, corporation, company, association, joint-stock association or body politic, and includes any trustee, receiver, assignee or other similar representative thereof.

#### Section 2 - Airport Manager

The Airport Manager shall at all times have authority to take such action as may be necessary for handling, policing, protecting and safeguarding the public while present at the airport and to regulate vehicular traffic on the airport. The Airport Manager may suspend or restrict any or all operations without regard to weather conditions whenever such action is deemed necessary in the interests of safety, subject to the review of such action by the Port. Requests for variances or exceptions must be submitted to the airport manager in writing and are subject to Port of Friday Harbor Commissioners' rulings.

### **Section 3 - Rules and Regulations**

All aeronautical activities at the airport, all operation and flying of aircraft at Friday Harbor Airport and all business and other activities on the airport shall be conducted in conformity with these rules and regulations, and all amendments, supplements, changes and additions hereto which may hereafter be adopted by the Port Commission, and further in conformity with all pertinent rules, regulations, orders and rulings of the D.O.T. and the F.A.A., which are made a part of these rules by this reference. Provided, however, nothing herein contained shall affect or impair any existing agreements. In the event of any conflict between these rules and regulations and any law, rule, regulations or order of the D.O.T., the F.A.A., or other governmental agency exercising the same or similar jurisdiction, the latter shall prevail.

### **Section 4 - Special Events**

All events requiring the general use of the airport, such as air shows, fly-ins and other activities, shall be held only upon the prior approval of the Port Commission and on such dates, in such areas and upon such terms and conditions as shall be specified.

### **Section 5 - Public Use**

The airport shall be open for public use at all hours of the day, subject to regulations or restriction due to weather, the conditions of the landing area, the presentation of special events and like causes, as may be determined by the Airport Manager and revocation of the right to use for violation of these rules and regulations as herein provided. All persons shall use the airport at their own risk. The Port assumes no responsibility for injury or damage to persons or property.

### **Section 6 - Common Use Areas**

All runways for landing and takeoff, all runway, markers, guidance, signal, and beacon lights used to guide aircraft operations; all apparatus or equipment for disseminating weather and wind information, for signaling, for radio-directional finding, or for radio or other electrical communication and any other structure, equipment or mechanism having a similar purpose for guiding or controlling flight in the air or the landing and take-off of aircraft; and together with such aprons, ramps, turn-offs, tie-down area, taxiways and improvements are designated as common use and cannot be restricted in any manner without the prior approval of the Airport Manager. No signs or advertising shall be permitted if in the Airport Manager's opinion, it is undesirable, unnecessary, or in any way creates a safety hazard.

### **Section 7 - Acceptance of Rules by Use**

The use of the airport or any of its facilities in any manner shall constitute an assumption by the user of these rules and regulations and shall create an obligation on the part of the user to abide by and obey these rules and regulations. Flight instructors, tenants and those licensed to do business at the airport have the duty to fully acquaint their students, employees and guests with these rules and shall be responsible for the conduct of persons under their direction.

### **Section 8 - Availability of Rules**

All persons licensed to do business on or conducting operations of any kind on the airport shall keep a current copy of these rules and regulations in its office or place of business and make it available to all persons.

## **CHAPTER II - AIRPORT OPERATIONS AND AIRPORT TRAFFIC**

### **Section I - General**

**A.** So long as Friday Harbor Airport is an uncontrolled airport, all pilots of aircraft having radio equipment permitting 2-way communications should utilize the Automated Surface Observation System (ASOS) 135.675 to obtain airport advisory information when they are within the vicinity of the airport. All pilots should also follow all Airport Noise Abatement Procedures.

**B.** The standard traffic pattern, as published in the most current Airport Facility Directory is right hand for both runway 16 and runway 34 and shall be used by every person operating an aircraft at Friday Harbor. Under “no wind” conditions runway 16 is advised for noise abatement.

**C.** In the event any aircraft is wrecked or damaged to the extent that it cannot be moved under its own power, the Airport Manager shall be immediately notified by the first person having cognizance of it. Subject to governmental investigations and inspection of the wreckage, the owner or pilot of the wrecked or damaged aircraft, or the owner's agent or legal representative shall, as soon as reasonably possible, obtain the necessary permission for removal of the aircraft and thereupon shall promptly remove such aircraft from all landing areas, taxi strips, ramps, tie-down areas, and all other traffic areas and placed or store where designated by the Airport Manager. No such wrecked or damaged aircraft shall be permitted to remain exposed to the general public. In the event the owner of the aircraft fails for any reason to remove the wrecked or damaged aircraft from the airport, as may be requested by the Airport Manager, or to remove it from the traffic areas as herein indicated, the Airport Manager may cause the removal and storage, or disposal of such wrecked or damaged aircraft at the expense of the aircraft owner.

### **Section 2 - Ground Rules**

**A.** No person shall park, store, tie-down or leave any aircraft on any areas of the airport other than that prescribed by the Airport Manager.

**B.** No aircraft shall be parked or stored at the Friday Harbor Airport unless it is properly tied down and secured. It shall be the sole responsibility of the owner or pilot of such aircraft to tie down or secure the aircraft at all times as required by these rules and regulations or by weather or other conditions. In the case of large aircraft, it shall be the responsibility of the owner or pilot of the aircraft to secure the aircraft in the best manner and to avoid parking the aircraft in such as area or position as to cause damage to other aircraft or buildings in the event of winds or weather. Owners of all aircraft shall be held solely responsible for any damage or loss resulting from the failure of such owner or the pilot of such aircraft to comply with this rule.

**C.** *All repairs to aircraft or engines shall be made in the spaces or areas designated for this purpose by the Airport Manager.*

**D.** All engines shall be started, warmed up, and run up only in places designated for such purposes by the Airport manager. No aircraft engine shall be started, run or run up unless the aircraft is in such position that the propeller blast clears all hangars, shops, other buildings, persons, other aircraft, automobiles, or vehicles in the area, and the flight path of landing aircraft.

### Section 3 - Taxiing

All aircraft shall be taxied at a low and reasonable speed.

### Section 4 - Fire Regulations

**A.** No aircraft shall be fueled or drained while its engine is running, or while in a hangar or other enclosed place. Fueling shall be done in such a manner and with such equipment that adequate connections for grounding of electricity shall be continuously maintained during such time.

**B.** No fueling shall be done from drums, small containers or similar items.

**C.** The cleaning of motors or other parts of aircraft shall not be carried on in any hangar other than those designated as certified aircraft repair facilities. All others needing to perform this function shall be carried out in the open air.

**D.** All persons using in any way the airport area or the facilities of the airport shall exercise the utmost care to guard against fire and injury to persons or property.

**E.** All hangars Port owned and private are subject to annual fire safety inspections. The airport manager or Fire Chief must have copies of keys or combinations that will allow access in the event of a fire. All hangar and shop floors shall be kept clean and free from oil, fuel and other flammable substances. No volatile flammable solvent shall be used for cleaning floors. No rag soiled with flammable substances shall be kept or stored in any building on the airport unless stored in approved containers. All hangars must keep a clear path around aircraft and exit doors for use by fire fighters.

**F.** No person shall smoke or ignite any matches, flares, lighters, or other objects which produce an open flame anywhere within a hangar, shop building or structure in which any aircraft is or may be stored, or in which any fuel, oil or flammable substance is stored, or within 50 feet of any aircraft or any fueling facilities.

**G. Building Aircraft** - The use of a hangar for building aircraft is acceptable. The tenant must comply with the Fire Code.

**H. Drip Pans** - Drip pans must be used. They must be metal and an appropriate size and number for the aircraft. They must be kept clean.

**I. Electrical** - Any proposed modifications to the hangar electrical system must be processed through the Airport Manager. Extension cords must be of the grounded type and are for temporary use only. Multi-plug adapters must have circuit breakers and are for temporary use only.

**J. Fire extinguishers** - Tenants will supply and maintain fire extinguishers at easily accessible locations, the size and type determined by local fire code.

**K. Housekeeping** - Hangars must be kept neat and clean at all times. Trailers, RV's, boats on trailers and other large items are not allowed. Fire fighters must be able to access all areas of the hangar in the event of fire. Hangars are for aircraft and related aviation supplies only. Failure to keep an aircraft in the hangar may result in termination of your lease. All other items must be approved in advance by the airport manager.

**L. Maintenance Materials** - Trash containers must be metal and have a lid. Up to 9 gallons or 3 cases of oil may be stored in a hangar. Up to one gallon of fuel may be kept in a hangar in an

approved container (contact Fire Department for specific approvals). Tools for performing minor maintenance on the aircraft may be kept in the hangar. Metal or wood ladders for aircraft inspection (cleaning, waxing) are approved. Small electrical tools (drills, buffers) are acceptable. Welding and welding equipment is prohibited. Except for properly secured aviation oxygen tanks, no compressed gases may be kept in the hangars. No painting may be done in hangar with the exception of minor touch-up (one spray can per color may be kept in hangar).

***M. Smoking*** - Smoking is prohibited in T-Hangars.

## **CHAPTER III - AIRPORT OPERATORS, LEASES, AND CONCESSIONS**

### **Section 1 - Business Activities**

Business activities are subject to applicable orders, certificates or permits of the D.O.T., or the F.A.A., or their successors, no person shall use the airport, or any portion thereof, or any of its improvements or facilities for revenue producing commercial, business, or aeronautical activities who has not first complied with these rules and regulations and obtained the consent and all appropriate permits and licenses for such activities from the Port.

### **Section 2 - Approval of Construction**

No buildings, structure, tie-downs, ramps, paving, taxi areas, or any other improvement or addition on the airport shall be placed or constructed on the airport, or altered or removed without the prior approval of the Port. In the event of any construction, the Port may, in its discretion, require an appropriate bond to guarantee the completion of the construction in accordance with the Port's approval.

### **Section 3 - Operation Area**

No person authorized to operate on or conduct business activities on the airport shall conduct any of its business or activities on any area except those specified by the Port.

### **Section 4- Waiver of Chapter III**

The Port may in its discretion, waive all or any portion of Chapter III of these rules and regulations and changes or amendments thereto hereafter made for the benefit of any commercial airline, any Government or Governmental Agency, or Department, or person performing non-profit public services to the aircraft industry, or performing air search and rescue operations, or performing fire prevention or fire fighting operations.

### **Section 5- Airport Master Plan**

The Port of Friday Harbor may without the knowledge, consent or approval of any operator or other person licensed to do business or use part of the airport, make changes in the Master Plan of the airport and in its planning and policies in connection with the development of the airport.

## **Section 6 - Penalties**

In addition to any penalties otherwise provided by City Ordinance, law, the Civil Air Regulations or the Federal Aviation regulations, and all other rules and regulations of the Department of Transportation, Division of Aeronautics and the Federal Aviation Administration, any person violating these rules or regulations, may be promptly removed or ejected from the airport by or under the authority of the Airport Manager, or upon his order such person may be temporarily grounded or deprived of the further use of the airport and its facilities pending presentation of the matter to the Executive Director and / or the Port Commissioners. Such matters shall be presented to the Executive Director and Port Commissioners as soon as practicable and the violator shall appear before him and show cause, if any, why he/she should not be deprived of further use of the airport and its facilities. Upon the order of the Executive Director, such person may be deprived of further use of the airport and its facilities for such length of time as may be deemed necessary to insure the safeguarding of the airport, its operations and the public use thereof and the Port's use therein.

**Section 7 – Title - The Rules and Regulations may be known as and cited as the Friday Harbor Airport Rules and Regulations.**

**Section 8 – Emergencies – In the event of an emergency dial 911. Please call airport manager at 360-378-4724 or 360-317-8674.**