

# **MIAMI UNIVERSITY AIRPORT**

## **RULES AND REGULATIONS**

Effective Date: April 1, 2021

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**Section 100****Definitions**

- a. *Abandoned Property* means any tangible personal property which has been disposed of on Airport property, whether the property is operative or inoperative.
- b. *Aircraft* means any contrivance now known or hereafter designed, invented, or used for navigation or flight in the air.
- c. *Airport* means the Miami University Airport (OXD), and any other airport facility owned, leased, operated, or otherwise under the management of Miami University now existing or that may hereafter be developed.
- d. *Airport Manager* means the Kenton County Airport Board, or its authorized designee(s).
- e. *Airport Operations Area, (AOA)* shall mean any portion of the Airport used for landing, taking off, or surface maneuvering of Aircraft, and surrounding airside areas.
- f. *Airside* means that area lying inside the perimeter fence to include at least hangars, aprons, and the runway.
- g. *Apron or Ramp* means that area of the Airport designated by the Airport Manager for the loading, unloading, servicing, and parking aircraft.
- h. *FAA* means the Federal Aviation Administration of the United States of America, or any successor agency.
- i. *Motor vehicle or vehicle* means automobiles, trucks, buses, motorcycles, bicycles, push carts, and any other device in or upon the Airport by which any Person or property is or may be transported, carried or drawn upon land, aircraft excluded.
- j. *NFPA* means the National Fire Protection Association.
- k. *Operator* means any person who is in actual physical control of an Aircraft or Motor Vehicle.
- l. *Park* means to put, leave, or allow a Vehicle or Aircraft to stand or stop in any location whether the Operator thereof leaves or remains in such Vehicle or Aircraft, when such standing or stopping is not required by traffic controls or conditions beyond the control of the Operator of the Vehicle or Aircraft.
- m. *Person* means any individual, partnership, firm, corporation, unincorporated association, or any legal entity.
- n. *Restricted Area* means any area of the Airport that prohibits entry or limits entry or access to specific authorized Persons or Vehicles.
- o. *Runup* means engine operation above normal idle power for purposes other than initiating taxi or takeoff.

**Section 200****Intent and General Provisions.**

The provisions of these Rules and Regulations shall be liberally construed so as to effectively carry out their purposes in the interest of the public health, safety, and welfare. In construing these rules and regulations and each and every word, phrase or part hereof, where the context will permit, the singular

includes the plural and vice versa.

- 200.1 Amendments, additions, deletions or corrections to these Rules and Regulations may be initiated by Miami University or Airport Manager as conditions warrant. At any time a section of this article requires or permits the Airport Manager to vary or waive a requirement of this article, the Airport Manager shall make such decision to vary or waive after determining that such action will not adversely affect: (1) Flight safety; (2) Ground safety; (3) Effective and efficient operation of the airport; and (4) Rights of Airport tenants.
- 200.2 These Rules and Regulations supersede and cancel all previous Airport Rules and Regulations of Miami University.
- 200.3 Airport personnel and designated representatives are authorized to enforce these regulations.
- 200.4 All Persons, by entering or using the Airport, agree to comply with these rules and regulations.
- 200.5 A violation of these regulations may result in revocation of or termination of lease agreements, denial of use of Airport, and/or prosecution under applicable Ohio law.
- 200.6 Any Person denied use of the Airport due to violation of these regulations shall be notified in writing and may only use the Airport for the purpose of enplaning or deplaning Aircraft using the Airport.
- 200.7 Words of any gender used in these regulations include any other gender, and words in the singular shall be held to include the plural, unless the context requires otherwise.
- 200.8 Voiding of any particular rule or regulation contained herein shall not affect the validity of the remainder of these regulations.
- 200.9 **Liability.** When permission is granted by Miami University or the Airport Manager to any Person to use the Airport or any part, or to fly to, from and over the Airport, such permission is at all times conditioned upon the assumption all liabilities and consequences arising out of the activities conducted by such Person pursuant to that permission, as well as all other activities occurring or conducted at the Airport. As a condition for the use of the Airport or any of the facilities thereof, such Person shall release, hold harmless and indemnify Miami University, the Airport Manager and all officers and employees of both from any and all responsibility, liability, loss or damage resulting to it or them, or caused by or on his behalf and incident to the manner in which the Person uses the Airport or its facilities. Miami University, as a condition precedent to the granting of a contract or lease with any Operator for the conducting of commercial activities at the Airport, may require such Operator to carry liability and property damage insurance, listing Miami University and the Airport Manager additionally insured, in such amounts as required by the Airport Manager. Any Operator conducting a single event activity is required to post a bond and carry insurance determined by the Airport Manager as adequate to meet the hazards involved with the event.
- 200.10 Personal and company owned Aircraft based at the Airport shall be registered by the owner(s) with the Airport Manager or, if applicable, the duly-authorized lessee of Airport property where the Aircraft is customarily kept, provided that this shall not apply to regular

airline Aircraft, the United States Government, or state-owned and operated Aircraft. If Aircraft are used for hire or other commercial purposes, they are required to obtain appropriate permits for the type of commercial operation engaged in. All Aircraft must display their Aircraft registration and state license decals if required.

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**Section 300****Aircraft and Operational Rules**

- 300.1 All aeronautical activities at the Airport shall conform to the current applicable provisions of the Federal Aviation Administration Regulations and Orders, applicable State Law, regulations and orders issued by the Miami University, and the Airport Manager.
- 300.2 The Airport Manager may deny the use of the Airport to any Person in violation of these regulations or any violations of the Federal Aviation Regulations.
- 300.3 The Airport Manager may prohibit Aircraft operations when it is determined that conditions are such that continued operations would be unsafe. The Airport Manager may issue a Notice to Airmen (NOTAM) to close any portion of the Airport; or to terminate or restrict any activity on the Airport.
- 300.4 At the request of any owner or Operator of an Aircraft, the Airport Manager may have any Person who creates a nuisance or a threat to Person, property or Aircraft removed from said Aircraft.
- 300.5 The operation of an Aircraft in a careless or negligent manner, or in disregard of the rights and safety of others, or without due caution, or at a speed or in a manner which does or is likely to endanger Persons or property, is prohibited on the Airport.
- 300.6 Aircraft Operators shall obey all pavement markings, signage and lighted signals.
- 300.7 The positioning, starting or taxiing of any Aircraft shall be done in such a manner so as not to cause propeller wash or jet blast that may result in injury to Persons or damage to property.
- 300.8 Operators shall park Aircraft only in those areas designated for such purpose by the Airport Manager. Operators shall position Aircraft in such a manner so as not to block taxilanes, obstruct access to hangars, parked Aircraft or vehicles.
- 300.9 Aircraft Operators will ensure that Aircraft are properly secured when parked.
- 300.10 Maintenance engine run-ups of jet, turboprop or piston engines shall be performed only at the runway ends or as otherwise designated by the Airport Manager.
- 300.11 Leaving an Aircraft unattended with an engine running is prohibited.
- 300.12 Derelict or damaged Aircraft in obvious need of major repairs are not permitted within the tie-down or ramp areas and shall be stored in approved hangars.
- 300.13 Abandoning Aircraft anywhere on the Airport is prohibited. The Airport Manager may remove abandoned Aircraft at the sole expense and risk of the owner.
- 300.14 Aircraft maintenance on the Airport is permitted only in areas designated by the Airport Manager.

- 300.15 Aircraft painting and maintenance within hangars are limited to that specifically permitted by the type rating established in the Uniform Building Code and in compliance with the directives of the authority having jurisdiction.
- 300.16 Aircraft exceeding the design strength or any runway at the Airport as published may only be operated at the Airport after receiving written authorization by the Airport Manager.
- 300.17 The Airport Manager or authorized representative shall have the right at any time to close the Airport in its entirety or any portion thereof to air traffic, to delay or restrict any flight or other Aircraft operation, to direct refusal of takeoff permission to Aircraft, and to deny the use of the Airport or any portion thereof to any specified class of Aircraft or to any individual or group, when the Airport Manager considers any such action to be necessary and desirable to avoid endangering Persons or property and to be consistent with the safe and proper operation of the Airport. Consequently the following activities are prohibited within the Airport's airspace unless prior approval has been obtained from the Airport Manager: Motorless Aircraft, Parachuting, Skydiving, Hot Air Balloons and Ultralights.
- 300.18 The operation of drones or unmanned aerial systems (UAS) is prohibited without the approval of the Airport Manager and the operation must be in compliance with the Miami University policy on drones available at <https://www.miamioh.edu/policy-library/administration-operations/university-property/unmanned-aircraft-system.html>.
- 300.19 The Operator or owner of an Aircraft involved in an on-Airport accident or incident resulting in any injury to Person or damage to property shall notify the Airport Manager and emergency services immediately.
- 300.20 An Aircraft involved in an accident on the Airport may not be removed from the scene of the accident until authorized by the Airport Manager who shall receive removal authorization from the Flight Standards District Office or National Transportation Safety Board, when applicable.
- 300.21 Once authorization for removal of a disabled Aircraft has been issued, the owner or Operator shall make immediate arrangements to have the Aircraft removed, if removal is not initiated within a reasonable amount of time, the Airport Manager may have the Aircraft removed at the owner's risk and expense.

## **Section 400** **Motor Vehicle Operations**

- 400.1 All motor vehicle Operators on the Airport shall comply fully with the State of Ohio Motor Vehicle Laws, as amended, and with all Airport Regulations and instructions issued by representatives of the Airport Manager or law enforcement personnel.
- 400.2 The use of motorhomes, mini-bikes, go-carts, roller blading, skate boarding, bicycles and other like contrivances are not permitted on the AOA.
- 400.3 Private vehicles are not permitted on the runway unless escorted by Airport personnel.
- 400.4 All vehicle Operators are required to obey posted signs and all instructions or directives of the Airport Manager.

- 400.5 Except for authorized emergency vehicles, the maximum allowable speed on the Ramp and Aprons is 15 miles per hour.
- 400.6 Vehicles shall yield to Aircraft, pedestrians, emergency equipment, and Airport maintenance vehicles at all times.
- 400.7 Vehicles may not pass taxiing Aircraft and may never proceed closer than 50 ft. to a taxiing Aircraft.
- 400.8 Parking is permitted in designated areas only.
- 400.9 Abandoning vehicles or displaying vehicles for sale on the Airport is prohibited.
- 400.10 Vehicles in violation of any vehicle regulation may be towed by the Airport Manager at the owner's risk and expense.
- 400.11 Transportation Network Companies (TNCs), taxicabs, and limousines may deliver customers to the Airport or may pick up customers from the Airport if specifically requested to do so by those Persons. TNCs, taxicabs and limousines may not solicit customers on the Airport unless authorized to do so by the Airport Manager through a written contract.
- 400.12 Only rental car companies and shuttle bus services that have received authorization from the Airport Manager may conduct business on the Airport.
- 400.13 The Airport Manager may effect removal from any areas of the Airport any vehicle that is disabled, abandoned or parked in violation of the provisions of this Section, or that presents an operational problem to any other areas on the Airport, at the owner's expense, and without liability for damage which may result in the course of such action.
- 400.14 No Person who is under the influence of alcoholic beverages or controlled substances shall operate any motor vehicle or motorized equipment at the Airport.

**Section 500                      Personal Conduct**

- 500.1 Destroying, injuring, defacing, disturbing, removing or tampering with any man-made or natural Airport property is prohibited. Any Person who causes damage to Airport property is liable for such damage.
- 500.2 Written advertisements and handbills may be posted or distributed only with the prior authorization of the Airport Manager.
- 500.3 The posting or distributing of handbills or written advertisements on Aircraft or vehicles is prohibited.
- 500.4 Use of the public area of any building or area of the Airport for sleeping or other purposes in lieu of a hotel, motel, or other public accommodation is prohibited.
- 500.5 No Person shall commit any disorderly, indecent, lewd, or unlawful act or commit any nuisance on the Airport.
- 500.6 No Person shall litter any area of the Airport and each Person shall ensure that all trash and refuse is properly disposed of in the appropriate container.
- 500.7 Interference with the safe operation of any Aircraft landing at, taking off from, or operating

- on the Airport is prohibited.
- 500.8 Domestic pets, except for guide dogs are not permitted on the AOA unless restrained by leash or container.
- 500.9 Unauthorized hunting and trapping on the Airport is prohibited.
- 500.10 Articles found in public areas at the Airport shall be turned into the Airport Manager. Articles unclaimed by their proper owner within 30 days may be turned over to the finders thereof or otherwise legally disposed of.
- 500.11 No Person shall make, possess, use, offer for sale, pass or deliver any forged or falsely altered pass, permit, identification, card, sign or other authorization purporting to be issued by or on behalf of Miami University or the Airport Manager.
- 500.12 All signs installed on the Airport must be approved in writing by the Airport Manager.
- 500.13 Persons shall not enter any restricted area without the prior written authorization of the Airport Manager.
- 500.14 Tampering or interfering with a lock, or closing mechanism or breaching any other securing device is prohibited except under emergency situations.

### **Section 600 Commercial Activities**

#### 600.1 Definitions.

For the purpose of this Section, a "business or commercial activity" means and includes the following types of activities when done for hire, compensation or reward:

- a. Retail sales of goods, wares, merchandise or services;
- b. Pilot training and flight instruction;
- c. Sale, rental or charter of Aircraft;
- d. Air carrier and air taxi operations;
- e. Sale of aviation petroleum products;
- f. Sale or service of Aircraft parts, avionics, instruments or other Aircraft equipment;
- g. Repair, maintenance, rebuilding, alteration or exchange of aircraft engines, components or other parts; and
- h. Flying clubs.

600.2 Prohibited acts. It is unlawful for any Person to engage in any business or commercial activity on the Airport without a permit, contract, lease, or other agreement permitting the activity approved by the



Airport Manager and Miami University. This prohibition shall also apply to Persons who use the Airport as a base for conducting their activity but whose office or other place of business is not situated at the Airport. This prohibition does not apply to:

A. Aircraft operations in which the flight originates and terminates elsewhere and the Airport is used as a temporary stopping place for such purposes as landings, refueling, or other aeronautical service, or the embarking or debarking of passengers, except in the case of charter or air taxi airlines;

B. Company or corporate-owned Aircraft where personnel or products are transported free of charge, the trip being merely incidental to the company's principal business and not, in itself, a major enterprise for profit;

C. Casual or isolated transactions such as sales by the owner, an owner/pilot giving occasional flight instruction, or similar transactions.

600.3 No lease or license for the exclusive right to provide an aeronautical service, operation or activity on the Airport will be issued or approved.

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**Section 700****Fire/Storage/Disposal Regulations**

- 700.1 Open flame operations may be conducted on the Airport only in designated areas and with the authorization of the Airport Manager and the FireChief.
- 700.2 The placement of any storage container, locker, structure or bin on the Airport ramp areas must comply with the Uniform Fire Code and be approved by the Airport Manager as to type, placement, size and color.
- 700.3 Lubricating oils and hazardous liquids shall be disposed of and or stored in a manner compatible with the Airport's published procedures and Spill Prevention Control and Countermeasure plan, the Uniform Fire Code and the Ohio Revised Code.
- 700.4 No fuels, oils, dopes, paints, solvents, acids or any other hazardous liquids shall be disposed of or dumped in drains, on ramp areas, catch basins or ditches or elsewhere on the Airport.
- 700.5 Unless otherwise provided in a lease or other agreement, no Person shall use any areas of the Airport for the storage of property without permission of the Airport Manager. The storage of waste materials and trash at the Airport is prohibited unless it is placed in suitable receptacles with self-closing covers.
- 700.6 Smoking, matches, lighters and open flame are prohibited within 50 ft. of any Aircraft and within 100 ft. of any fuel storage area or any Aircraft being fueled or defueled.
- 700.7 Hangar floors shall be kept free from the accumulation of oil, grease, flammable liquids, rags or other waste materials.
- 700.8 Drip pans shall be placed under any stored Aircraft that has the potential to leak or at the request of the Airport Manager.
- 700.9 Any Person who experiences overflowing or spilling of oil, grease, fuel or similar material

anywhere on the Airport is responsible for the immediate clean-up of the spill and notification of the Airport Manager. Failure to clean the area may result in the Airport providing the cleanup at the expense of the responsible party.

- 700.10 Doping processes, painting, or paint stripping shall be performed in hangars approved for that activity and in compliance with the Uniform Fire Code and applicable Storm Water Management Plan.
- 700.11 All empty oil, paint and varnish cans, bottles or other containers shall be removed from the premises in a timely manner and shall not remain on the floor, wall stringers, or overhead storage areas of the hangars, shops or other buildings.
- 700.12 No empty boxes, crates, rubbish, paper or litter of any kind is permitted to be stored in or about the hangars.
- 700.13 All heating equipment and fuel burning appliances installed on the Airport shall comply with the requirements of NFPA, the Uniform Fire Code, and the authority having jurisdiction.
- 700.14 Any fuel spillage must be reported immediately to the Airport Manager.
- 700.15 The use and storage of all flammables, hazardous liquids and materials shall be in compliance with the Ohio Revised Code, the Uniform Fire Code, Ohio Department of Environmental Protection, and the applicable Storm Water Management Plan.

## **Section 800** **Fueling Operations**

- 800.1 All fueling operations on the Airport shall be in accordance with the directives of the Fire Chief, and the Uniform Fire Code.
- 800.2 No Aircraft shall be fueled while an engine is running or while parked inside a fixed structure.
- 800.3 Fueling or defueling operations shall be conducted with adequate fire extinguishers immediately available. All extinguishers shall be inspected and certified annually as required by law and all personnel involved with fueling operations shall be properly trained and certified to conduct those operations including training on the use of fire extinguishers.
- 800.4 Starting an Aircraft when there is any flammable liquid on the ground in the immediate vicinity of the Aircraft is prohibited.
- 800.5 Each Person is responsible to ensure that any of said Person's fueling or defueling of Aircraft does not occur if an electrical storm is in progress within 3 miles of the Airport and/or until 15 minutes after the last thunder clap is heard.
- 800.6 During fueling or defueling, the Aircraft and the dispensing apparatus shall both be bonded to equalize voltage potential.
- 800.7 All hoses, funnels and appurtenances used in fueling and defueling operations shall be equipped with a bonding device to prevent ignition of volatile liquids.
- 800.8 Fueling vehicle Operators shall not operate the vehicle in reverse anywhere on the Airport

unless an attendant is present outside the vehicle to assist.

- 800.9 Persons engaged in the fueling of Aircraft shall exercise care to prevent overflow of fuel and shall be responsible for the immediate cleanup if a spillage should occur.
- 800.10 All mobile refuelers and portable fuel tanks must be stored within secondary containment areas or be able to meet applicable EPA and Uniform Fire Codes for secondary containment.

## **Section 900 Security**

- 900.01 All Airport personnel must keep with them, and display, an individual Airport Manager-issued identification badge at all times while at the Airport.
- 900.02 No Person may enter or be on the AOA unless he or she is:
1. In possession of an Airport Manager-issued identification badge; or
  2. Being escorted by a Person who is in possession of an Airport Manager-issued identification badge.
- 900.03 Firearms, Explosives, Munitions, and Pyrotechnics – Only Person(s) authorized by Ohio law and the Airport Manager or his/her designee are permitted to carry any firearms, explosives, munitions, and pyrotechnics at the Airport.
- 900.04 Discharge of any weapon on the Airport except in the performance of official duties or in the lawful defense of life or property is prohibited.
- 900.05 No Person may conduct closed captioned surveillance of the Airport without authorization from the Airport Manager.
- 900.05 Employees will adhere to all other security procedures as outlined by the Airport Operations Manual or issued by the Transportation Security Administration.
- 900.06 Any Person(s) who does not comply with or adhere to the safety and security procedures of the Airport can have their access privileges revoked and be escorted from the Airport property.