

**§ 70-3. Definitions.**

Unless the context otherwise indicates, the following words when used in any rule or regulation administered by the Maine Department of Transportation, Bureau of Aeronautics for the Town of Sanford shall have the following meanings:

**AIRCRAFT** — Any contrivance now known or hereafter invented, used or designed for navigation of or flight in the air, except a parachute or other contrivance designed for such navigation but used primarily as safety equipment.

**AIRMAN** — Any individual who engages, as the person in command or as pilot, mechanic or member of the flight crew, in the navigation of aircraft while underway, and any individual who is directly in charge of the inspection, maintenance, overhauling, or repair of aircraft, aircraft engines, propellers, or appliances.

**AIRPORT** — The Sanford Seacoast Regional Airport as it now exists and as it may be expanded in the future, including all lands and roadways.[**Amended 5-1-2012**]

**AIRPORT MANAGER** — The Manager of the Sanford Seacoast Regional Airport as appointed by the Town Council.[**Amended 2-5-2008; 5-1-2012**]

**FIXED BASE OPERATOR** — Any person or company engaged in the business of the sale of aircraft, aircraft parts, fuel, and petroleum products, or rental of aircraft, flight instruction, and the rendition of any related service who or which has applied to the Town and received a license to operate on the Airport in accordance with the Minimum Operating Standards for Sanford Airport.

**FSS** — The Flight Service Station operated by the Federal Aviation Administration.

**MINIMUM STANDARDS** — Refers to the Minimum Operating Standards for Sanford Airport as approved by the Town and as amended in the future.

**PERSON** — Any individual, firm, corporation, company, association, joint-stock association, or body politic and includes any trustee, receiver, assignee or other similar representative thereof.

**TOWN COUNCIL** — The Town Council of the Town of Sanford, Maine.[**Amended 2-5-2008**]

**§ 70-4. Rules and regulations established. [Amended 5-1-2012]**

The Town of Sanford, Maine, hereby establishes rules and regulations controlling and governing the Sanford Seacoast Regional Airport. These rules and regulations shall supersede all prior rules and regulations governing the Sanford Seacoast Regional Airport and the amendments thereto which are repealed upon adoption of these rules and regulations, except the Minimum Operating Standards for Sanford Airport.

**§ 70-5. Purpose; administration. [Amended 2-5-2008; 5-1-2012]**

The following rules and regulations govern the administration, operation and use of the Sanford Seacoast Regional Airport. These rules are to be strictly administrated by the Town Council or by its duly appointed representative under the Council's control and responsibility.

**§ 70-6. Scope. [Amended 2-5-2008]**

All persons on the Airport shall be governed by these rules and regulations which are subject to change by Town Council action only. In any contingencies not covered by these rules and regulations, the Airport Manager upon direction and instruction of the Town Council is hereby authorized to establish on a pro forma basis such additional rules and regulations as may seem desirable and proper. The Airport Manager, or his duly authorized representative, and the Town Council shall deny the use of the Airport to any person who knowingly violates any rule or regulation herein established (or to be established prior to violation). Such person upon conviction shall be subject to such fines or other penalties as may be established by rules and regulations or state or federal law.

**§ 70-7. Liability.**

Any person using the Airport and its facilities shall do so at his/her own risk. The Town of Sanford, Maine, will not assume any responsibility for loss, injury, damage, or death to persons or property caused by fire, theft, vandalism, flood, earthquakes, acts of God, the public enemy, or for any other reason.

**§ 70-8. Police power.**

All powers of the Maine State Police, York County Sheriff's Department, State of Maine Fish and Game Department and the Sanford Town Police extend to all areas of the Airport.

**§ 70-9. Report of accidents.**

Any person involved in any accident at the Airport, whether it be personal, aircraft, or vehicular, shall make a written report of such accident to the Airport Manager as soon as possible. Such report shall be in addition to any report required by law.

**§ 70-10. Safety rule.**

No person shall do or omit to do any act if the doing or omission thereof endangers, or is likely to endanger, persons or property on the Airport.

**§ 70-11. Conduct and use of Airport.**

No person shall be intoxicated or disorderly, engage in any form of gambling or commit any act of nuisance at the Airport, nor shall any person omit or do any act if such act or omission endangers other persons or property.

**§ 70-12. Airport property.<sup>1</sup>**

No person shall destroy or disturb any building, equipment or flora at the Airport, nor alter or erect any building or sign, nor abandon any personal property at the Airport, nor use or confiscate materials or property of others without the written consent of the

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1. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

Airport Manager or the Town Council.

**§ 70-13. Damage to Airport property.<sup>2</sup>**

Any person liable for causing damage to Airport property shall be required to pay full amount of such damage upon demand of the Airport Manager and/or the Town Council. Any person failing to do so may be deprived of the use of the Airport and its facilities until full reimbursement has been made. tenants, lessees and grantees shall be held fully responsible for all damage to buildings, equipment, real property and appurtenances in the ownership of the Airport caused by negligence, abuse or carelessness on the part of their employees, servants, agents, or customers. Any damage to, or malfunctioning of, buildings, structures, utilities, or other Airport property shall be reported at once to the Airport Manager.

**§ 70-14. Weapons, firearms and explosives.**

No person, except those duly authorized by law, shall carry any weapon, firearm, or explosive on the Airport, except encased sporting guns for air shipment.

**§ 70-15. Restricted areas.**

No person shall enter upon the air operating areas, utility and service areas, or any other areas designated as restricted except persons authorized by the Airport Manager or passengers under appropriate supervision while enplaning or deplaning.

**§ 70-16. Inspections.**

- A. All hangars and other buildings or structures on Town-owned land at the Airport shall be subject to semiannual inspections, both exterior and interior, by the Airport Manager, or his designee, and the Town's regular code enforcement inspection team to determine compliance with all applicable laws and codes, requirements of applicable Airport rules and regulations, and specific lease agreement requirements.
- B. Such inspections shall be conducted approximately May 1 and November 1 of each year. The Airport Manager, or his designee, shall cause a letter to be sent to the owner and/or tenant of each such hangar, building or structure approximately one month in advance reminding them of the upcoming inspection, provided that failure to send or receive the letter shall not be grounds to deny the inspection. If necessary, given the security issues surrounding the Airport, the Airport Manager, or his designee, shall be authorized to break any locks or other obstructions blocking inspection without cost or expense to the Town, but, if that is necessary, he shall cause the same to be locked after the inspection and so notify the hangar or building owner so that a key can be provided.

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2. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

**§ 70-17. Structural or decorative changes to Airport facilities.<sup>3</sup>**

No person, tenant, lessee or grantee shall make any alterations of any nature to any building, ramp, or other space nor erect any structure on the Airport without prior written permission from the Airport Manager or the Town Council, except as may be authorized in existing contracts or leases.

**§ 70-18. Storage.<sup>4</sup>**

No person, tenant, lessee, or grantee shall store or stock material or equipment in such manner as to constitute a hazard to personnel or property; therefore, written permission must be obtained from the Airport Manager or the Town Council. The following information must be included on the request form: how, what, when, where and how long.

**§ 70-19. Smoking.**

No person shall smoke on the ramp, in any hangar or shop, service area, fuel storage area or in any area where smoking is specifically prohibited, or within 50 feet of any fueling operation, unless in locations approved in writing by the Airport Manager.

**§ 70-20. Business or commercial activity.**

No personnel shall engage in any business or commercial activity of any nature on the premises of the Airport except with the written approval of the Airport Manager and under such terms and conditions as may be prescribed by the Minimum Operating Standards for Sanford Airport. No soliciting of any nature may be conducted without written permission of the Airport Manager.

**§ 70-21. Operation of motorized equipment.**

No person shall operate motorized equipment on the Airport operating areas unless operated in accordance with the following restrictions:

- A. No vehicle shall be operated on or along a ramp, taxiway, or runway except by persons authorized by the Airport Manager under conditions he may prescribe except lights, flags.
- B. Only vehicles authorized by the Airport Manager may park within the air operating area, and when parking adjacent to a runway on Airport property, all vehicles must park at least 200 feet to the outside, unless such runway is officially closed by the Airport Manager or maintenance requirements dictate otherwise.
- C. If a license is required by law, the vehicle shall be so licensed.
- D. No person shall operate a vehicle in a reckless or negligent manner, or without caution, or in a manner which endangers, or is likely to endanger, persons or

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3. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

4. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

property.

- E. Pedestrians and aircraft shall at all times have the right-of-way over vehicular traffic. All vehicles shall pass to the rear of taxiing aircraft whenever possible.
- F. No person shall operate a vehicle in excess of speed limits prescribed by signs located in appropriate areas.
- G. No person shall operate or cause to operate any type of recreation or off-the-road vehicle (reference to but not limited to bicycles, motorbikes, snowmobiles, go-carts, dune buggies, etc.) on air operating areas except as directed in writing by the Airport Manager or the Town Council.<sup>5</sup>

#### **§ 70-22. Parking.**

No person shall park a vehicle on the Airport premises unless authorized by the Airport Manager and then only in the areas specifically established for parking in the manner and for the amount of time prescribed by signs, lines or other means.

#### **§ 70-23. Towing regulations.**

The Airport Manager may remove any vehicle which is disabled, abandoned, or parked in violation of these rules and regulations, or which presents an operational problem, at the owner's expense and without liability on behalf of the Town of Sanford.

#### **§ 70-24. Regulations.<sup>6</sup>**

- A. Aeronautical activities. All aircraft operations shall be conducted in conformity with the current regulations and directives of the Federal Aviation Administration, the Civil Aeronautics Board, the Maine Department of Transportation, and, to the extent applicable, with the orders issued by the Town Council and the Airport Manager.
- B. Closing of the field. Whenever the Airport Manager or the Town Council believe Airport facilities to be unsafe for landing or takeoffs, it shall be within their authority to close the Airport.
- C. Refusal of use of the Airport. The Airport Manager or the Town Council may restrict any flight or other operation at the Airport and may refuse takeoff clearance to any aircraft for any reason they believe justifiable in the interest of public safety and welfare.
- D. Careless or negligent operation. No person shall operate any aircraft while under the influence of intoxicants, narcotics, or other drugs, or operate an aircraft in a manner to endanger life or property.
- E. Aircraft equipment. No aircraft may land or take off unless it is equipped with

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5. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

6. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

brakes or other means of preventing movement on the ground.

- F. Disabled aircraft. All disabled aircraft and parts thereof at the Airport shall be removed promptly by the owner after official notice by appropriate authorities. The Airport Manager or authorized representative shall have the right, without any liability for loss or damage which may result therefrom, to cause the immediate removal of a disabled aircraft or part thereof to a safe place on the Airport, at the owner's expense, whenever the aircraft constitutes a hazard to persons or property. The Airport Manager may cause any such aircraft or part thereof not removed by the owner to be removed from the Airport at the owner's expense without liability for any loss, provided that he shall have first given seven days' written notice of his intention to do so, directed to the owner's last known address.
- G. Demonstrations. No experimental flights or parachute jumping shall be permitted unless authorized by the Airport Manager and the Federal Aviation Administration.
- H. Engine run-up. No engine run-up shall be conducted which will constitute a hazard or nuisance to other aircraft, persons, or property.
- I. Starting aircraft engines. No aircraft shall be started or run unless a qualified airman is in the aircraft and at the controls. Landing gear must be adequately blocked or braked to prevent inadvertent movement of the aircraft. Adequate fire extinguishers must be available.
- J. Taxiing and moving aircraft. No aircraft shall be taxied into or out of a hangar. All taxiing must be done at safe and reasonable speeds.
- K. Parking the aircraft. No person shall park aircraft in any area other than that designated by the Airport Manager.
- L. Repair of aircraft. No person shall repair aircraft, aircraft engines, or related apparatus in any area other than that designated by the Airport Manager.
- M. Fueling of aircraft. Aircraft fueling shall be conducted in accordance with accepted standards and requirements established by the National Fire Protection Association. No smoking will be permitted within 50 feet of the fueling area.
- N. Bomb or sabotage threat. Persons having knowledge of an aircraft carrying, or suspected of carrying, explosive materials shall notify the FAA-FSS and the Airport Manager or his authorized representative immediately. All measures necessary to protect life and property will be invoked by the Airport Manager.

**§ 70-25. Hours of service.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-26. Lease or contract.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-27. Facilities for the public.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-28. Construction requirements.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-29. Bond.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-30. Financial ability.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-31. Insurance.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-32. Personnel and equipment.**

See the Minimum Operating Standards for the Sanford Airport.

**§ 70-33. Exceptions.**

Where the terms of any bona fide contract, currently in force, conflict with those rules and regulations, the terms of the contract shall prevail but only until such contract expires or any terms therein are renegotiated, at which time any conflicting terms shall be revised so as to be consistent with those rules and regulations and with the Minimum Standards.

**§ 70-34. Violations and penalties.**

Unless another penalty is expressly provided by law, every person convicted of a violation of any provision of these rules and regulations shall be punished by a fine of not more than \$100.

**§ 70-35. Repealer; amendments. [Amended 2-5-2008]**

These rules and regulations supersede all rules and regulations or parts of rules and regulations relative to the Airport, specifically except the Minimum Operating Standards for the Airport. Any additions, deletions and/or changes to these rules and regulations shall be completed through the legislative procedure of the Town Council, except as to the Minimum Operating Standards for the Airport.