COUNTY ORDINANCE

RULES AND REGULATIONS

OPERATION OF PROPERTIES AND FACILITIES AT THE ALBERT J. ELLIS AIRPORT

ADOPTED AND APPROVED BY THE ONSLOW COUNTY BOARD OF COMMISSIONERS OCTOBER 19, 2026

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS COVERING THE USE AND OPERATION OF PROPERTIES AND FACILITIES AT THE ALBERT J. ELLIS AIRPORT, ONSLOW COUNTY

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CHAPTER 1 - GENERAL PROVISIONS

SECTION 1-1. SHORT TITLE

This ordinance shall be known and may be cited as "The Albert J. Ellis Airport Rules and Regulations".

SECTION 1-2. DEFINITIONS

All words and phrases shall be construed and understood according to the common and approved usage of language: but technical words and phrases and such others may have acquired a peculiar or appropriate meaning in the law shall be construed and understood according to such peculiar and appropriate meaning. As used in this ordinance, the words and phrases requiring definition are hereinafter defined:

Aircraft. "Aircraft" shall mean any contrivance now known or hereafter invented, used or designed for navigation of or flight in the air.

Air Operations Area. "Air Operations Area (AOA)" is defined as an area used or intended to be used for landing, takeoff, or surface maneuvering of aircraft.

Airport. "Airport" means the Albert J. Ellis Airport, located in Onslow County and all improvements and appurtenances contained thereon.

Airport General Permit. "Airport General Permit" refers to the Certificate of Coverage that the Airport maintains to meet North Carolina Environmental Quality Stormwater requirements.

Airport Security Program. "Airport Security Program" is a security document that the Airport maintains to comply with 49 CFR Part 1542.

Airport Employees. "Airport Employees" shall mean the bona fide employees of the County of Onslow.

Airport Director. "Airport Director" shall mean that person employed by the County to supervise the operation and management of the airport and having immediate charge of the airport or his or her duly authorized representatives.

Airport Terminal. "Airport Terminal" is defined as the building, vehicle parking, and aircraft parking areas utilized to conduct scheduled air carrier operations.

Baggage. "Baggage" shall mean such articles, effects, and other personal property of an airline passenger as are necessary or appropriate for wear, use, comfort, or convenience in connection with his/her trip. It includes both checked, unchecked and unclaimed passenger property.

County. "County" shall mean the County of Onslow in the State of North Carolina governed by the Onslow County Board of Commissioners.

Driver. "Driver" shall mean any person who is in actual physical control of a vehicle.

Emergency Vehicle. "Emergency Vehicle" shall be any vehicles of the Police or Fire Dept's., ambulances, any vehicle conveying an airport official or airport employee in response to an emergency official call.

Federal Aviation Administration. "Federal Aviation Administration (FAA)" shall mean "The Federal Agency responsible for most national and civil aviation matters."

Fixed Base Operator. "Fixed Base Operator" shall be any person(s) having entered into a written lease or agreement with the County for the use of any building, shop, or hangar, having a floor area that is approved by the Airport Director, or for the site upon which such a building might be erected, and who, by further agreement, guarantees to provide fuel on the airport and serve the public with aircraft airframe, engine, and accessories maintenance, and at least three (3) of the following specialized services either directly or through an approved sublessee:

(a) Aircraft Sales
(b) Flight Training
(c) Avionics, Instrument, Propellor Repair
(d) Aircraft Charter and Air Taxi
(e) Aircraft Storage
(f) Specialized Commercial Flying Services
(g) Pilot Supply Store and Planning Facilities

Independent Operator. "Independent Operator" is a commercial operator that provides Aeronautical Services that is not permanently based at the Airport.
Lost Articles. "Lost Articles" shall mean any article turned into the Airport Administration office by finders or others who have no legal title or claim to said articles.
Motor Vehicle. Every vehicle that is self-propelled.
Non-Scheduled Operator. "Non-Scheduled Operator" shall be any person using the airport for the purpose of landing and taking off of any aircraft whose purpose shall be the taking on, or the unloading of any passengers, mail, express, freight, or cargo for hire, gift, renumeration, or reward, or for the purpose of refueling, and whose operations shall not be required to meet the regulations demanded of a scheduled air carrier as provided by the Federal Government. This includes air taxi and commercial operators of small aircraft under FAR Part 135.
Person. Any individual, firm, co-partnership, corporation, company or association; and includes any trustee, receiver, or similar representative thereof.
Police Officer. "Police Officer" shall mean all officers of the law, whether appointed or elected, who exercise police powers, especially the powers of arrest or detention.
Public Area. "Public Area" shall mean those areas including the various concessions, restrooms, terminal lobby sections, ticketing sections and concourses used for public thoroughfares, gathering, waiting, viewing; street and roads, sidewalk and all other areas normally used by the general public. All other areas are considered operational areas and access is permitted upon expressed consent of the Airport Director.
Secured Area. Area where the air carrier aircraft operate, enplane and deplane passengers, and sort and load baggage and any adjacent areas that are not separated by adequate security measures.
Specialized Aviation Service Operator (SASO). Specialized Aviation Services Operators (SASO) are defined by the Federal Aviation Administration as single service providers performing less than full services. These types of companies differ from a full-service FBO in that they typically offer only a specialized aeronautical service.
Scheduled Air Carrier. "Scheduled Air Carrier" shall be any person engaged in the operation of any aircraft for the purpose of transporting passengers, mail, express, freight, or cargo, whose operations is either intra-state or inter-state and in compliance with all the

Federal regulations, including but not limited to FAR Parts 121, governing or pertaining to the operation of the same.
Transportation Security Administration (TSA). The Federal Agency responsible for most national and civil aviation security matters.
Vehicle. Every device in repose, or by which any person or property is or may be transported or drawn upon a highway, including bicycles.

SECTION 1-3. PREVIOUS REGULATIONS

These regulations do not change or alter other previous rules and regulations as set forth by the Onslow County Board of Commissioners.

SECTION 1-4. AMENDMENTS TO RULES AND REGULATIONS

Future amendments, additions, deletions or corrections to these rules and regulations may be promulgated by the Airport Director and shall be approved by the Onslow Board of Commissioners in ordinance form.

SECTION 1-5. CONFLICTING REGULATIONS

These rules and regulations are not intended to amend, modify, or supersede any provision of Federal, State, or local law, or any specific contractual agreement entered into with the County with which they may be deemed to be in conflict; provided, however, that these rules and regulations shall be interpreted, insofar as possible, so as not to conflict with any such law or contractual provision.

SECTION 1-6. SEVERABILITY CLAUSE

Should any section or provision of this ordinance be declared by the courts to be unconstitutional or invalid, such decision will not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 1-7. ENFORCEMENT

The uniformed police officers or other representatives as designated by the Airport Director are empowered to require compliance with these rules and regulations. No authority is either hereby expressed or implied; however, that would permit any individual other than the Airport Director to change, alter or amend these rules and regulations.

SECTION 1-8. VIOLATION OF RULES AND REGULATIONS

Any failure to comply or willfully violating any rule or regulation prescribed in this ordinance or any order or instruction issued by the Airport Director authorized herein, shall be punishable as a misdemeanor or by a fine of not more than fifty dollars ($50.00) or

imprisonment for not more than thirty (30) days at the discretion of the court, as provided by Section 14-4 of the General Statutes of North Carolina.

SECTION 1-9. CONTINUING VIOLATION

Each day's continuing failure to comply or willful violation of any rule or regulation or any order or instruction issued by the Airport Director authorized herein shall constitute a separate and distinct offense and shall be punishable as a misdemeanor by fine of not more than fifty dollars ($50.00) or imprisonment for not more than thirty (30) days at the direction of the court.

SECTION 1-10. NON-LIABILITY OF ONSLOW COUNTY BOARD OF COMMISSIONERS AND THE ALBERT J. ELLIS AIRPORT

The permission granted by the Airport Director to use the airport and its facilities, or to fly to, from or over the same, shall be at all times conditional upon the assumption of full responsibility therefore by every person exercising or taking advantage of such permission. It shall be a further condition thereof that each person, as a consideration for the use of the airport and for its facilities shall be at all times release, hold harmless, and indemnify the Onslow County Board of Commissioners, the Airport Director and their agents and employees from any and all responsibility, liability, loss of damage, resulting to any person, or caused by on his behalf, an incident to the manner in which the airport is operated, constructed or maintained, or served from within or without, or used from without. The use of the airport by any person for any purpose, or the paying of fees therefore, or the taking off or landing aircraft thereon, shall be itself an acknowledgement that such person accepts such privilege on the conditions herein set forth.

SECTION 1-11. INSURANCE REQUIREMENTS FOR CONTRACTORS

All contractors performing work on the airport, especially in the Air Operations Area or transmitting through the Air Operations Area, shall show evidence of insurance in kind and in amount as established from time to time by the County.

SECTION 1-12. AIRPORT DIRECTOR DESIGNATED POWERS AND DUTIES

The Airport Director shall be responsible for the operation, management, and maintenance of Albert J. Ellis Airport and all facilities and equipment in connection therewith. The Airport Director shall have the authority to take such action as may be necessary in the handling, conduct, and management of the public in attendance at the airport and enforce these regulations. In any contingencies not specifically covered by these rules and regulations, the Airport Director shall be authorized to make such rules and render such decisions that may seem proper.

SECTION 1-13. ACCIDENT REPORTS

All persons involved in any personal, aircraft, or automotive accident occurring on the premises of the airport shall make a report to the police officer as soon as possible, giving all pertinent information as requested by the officer in charge.

SECTION 1-14. BUILDING REQUIREMENTS AND GROUND RENTAL

Any person desiring to erect or construct any building on the airport shall follow the development process established by the Minimum Standards for Aeronautical Activities and is required to submit plans and specifications to the Airport Director for submittal to the Onslow County Planning and Development Department.

SECTION 1-15. SIGNS

No sign, advertisement, or notice shall be inscribed, painted, or fixed on or to any part of the outside or inside of any buildings owned or leased by the Airport except to be of such color, size, and style, and in such place upon or in the buildings as may be designated by the Airport Director.

SECTION 1-16. THROUGH-THE-FENCE ACTIVITES

Through-the-Fence activities and Co-Op Fueling are prohibited at the Airport.

SECTION 1-17. BUSINESS ACTIVITY REPORTS

All commercial operators operating on the airport under a valid lease, contract or agreement or through other such valid authority shall submit to the Airport Director, on a monthly basis, the following business activity statistics on a form supplied by the Airport Director:

(1) Number of enplaned passengers
(2) Number of deplaned passengers
(3) Number of pounds of enplaned freight
(4) Number of pounds of deplaned freight
(5) Number of pounds of enplaned air mail
(6) Number of pounds of deplaned air mail
(7) Number of pounds of enplaned air express
(8) Number of pounds of deplaned air express
(9) Number of scheduled, commercial landings
(10) Other business activity statistics that indicate the business activity volume requested by the Airport Director.

CHAPTER 2 – AERONAUTICAL

SECTION 2-1. AIRCRAFT OPERATIONS: LICENSES AND REGISTRATIONS

Only aircraft and airmen properly licensed by the Federal Aviation Administration shall operate on or from this airport. All aircraft must carry a current Certificate of Airworthiness, and all airmen shall maintain current and proper licenses and ratings. This restriction shall not apply to aircraft of the Federal Government or to aircraft licensed by foreign governments having a reciprocal agreement with the United States covering the operation of the aircraft in the United States.

SECTION 2-2. FEDERAL COMPLIANCE

The Federal Aviation Regulations and Civil Air Regulations of the United States Federal Aviation Administration and other appropriate rules and regulations of that body as they pertain to aviation and aircraft operations are hereby adopted by reference and made a part of these rules as though they were fully contained herein.

SECTION 2-3. CARELESS OPERATION

No aircraft shall be operated on the surface of any public landing areas, public aircraft ramp and apron area, public passenger ramp and apron area, public cargo ramp and apron area or public aircraft parking and storage area in a careless or negligent manner or in disregard of the rights and safety of others, or without due caution and circumspection, or at a speed or in a manner which endangers unreasonably persons or property, or while the pilot, or other persons aboard, controlling any part of the operation thereof, is under the influence off intoxicating liquor, or any narcotic or habit-forming drug, or if such aircraft is so constructed, equipped or loaded as to endanger or likely to endanger unreasonably persons or property.

SECTION 2-4. ENGINE RUN-UPS

No aircraft engine shall be started or run at the Airport, unless a pilot certified to operate that aircraft or a certified A&P mechanic, qualified to start and run the engines of that type of aircraft, shall be attending the controls. Aircraft engines will be warmed up only in places approved for such purposes by the Airport Director. At no time will aircraft with engines running or engines being tested be left unattended by any person. At no time shall engines be warmed up or operated when hangars, shops, offices, buildings, persons, equipment passengers or aircraft landing, parked or taking off are in the path of the propeller stream or jet engine exhaust. Starting engines shall be prohibited until proper clearance has been given by ground personnel and until all safety procedures have been met. Full power engine run-ups, for turbine powered or multi-engine aircraft, shall be completed away from buildings and other aircraft. When available, the control tower will assist pilots /mechanics that prefer to relocate their aircraft to one of the remote areas on the Airport that have

been designated for high-performance engine run-ups. Propeller and exhaust noises shall be always kept to a minimum at the airport.

No person shall run the engine or engines of any aircraft at any location on the airport in such a manner as to cause damage to other aircraft or property or in such a manner as to blow paper, dirt or other materials across aprons, taxiways, runways, parking lots, or public areas in such a manner as to endanger the safety or operations on the airport. In the case of helicopters, only a certificated helicopter pilot shall attend to the controls.

SECTION 2-5. PARKING AIRCRAFT

No person shall park an aircraft or leave the same standing on a public landing area, public aircraft ramp and apron area, public passenger ramp and apron area, public cargo ramp and apron area; public aircraft parking and storage area, or operational area of any terminal, except at such places as may be prescribed or permitted by the Airport Director. When in such area, every aircraft shall be adequately tied down. The landing gear of every such aircraft shall be chocked with wheel blocks or other approved devices, except in cases where in the opinion of the Airport Director proven procedures such as those followed by the scheduled airline are equally safe. Upon direction from the Airport Director, the operator of any aircraft parked or stored at the airfield shall move said aircraft from the place where it is parked or stored to any other designated place; if the operator refuses to comply with such direction, the Airport Director may tow said aircraft to such designated place at the operators expense, and without liability for damage which may result in the course of such moving.

SECTION 2-6. PRIVATE AIRCRAFT, COMMERCIAL PERMITS

The basing and operation of personnel and company owned aircraft at the airport shall be by written consent and agreement with Airport Director. If such aircraft are used for hire or other commercial purposes, they are required to have appropriate permits, including a written agreement with the Airport.

Any entity desirous of engaging in a Commercial Aeronautical Activity (Applicant) shall apply from the relevant and applicable section(s) of the Minimum Standards for Aeronautical Activities. Any entity basing an aircraft at the Airport shall not permit said aircraft to be used for commercial aeronautical activities unless expressly authorized by Agreement.

SECTION 2-7. AIRCRAFT REPAIRS

With the exception of preventative maintenance as defined by the FAA, no person or firm shall repair an aircraft, aircraft engine, propeller or other aeronautical equipment or apparatus, nor employ a certificated aircraft mechanic in any area of the airport other than that specifically designated for such purposes by the Airport Director, and then only

after securing a permit, and payment of the proper fees, except that minor adjustments may be made while the aircraft is on a loading ramp preparatory to departure.

SECTION 2-8. EXPERIMENTAL FLIGHTS, NON-ENGINE AIRCRAFT

No experimental flights or ground demonstrations shall be conducted at the airport without the express approval of the Airport Director. Albert J. Ellis Airport is closed to non-engine aircraft, except in cases of an emergency or when prior approval has been granted by the Airport Director.

SECTION 2-9. REPORT OF DAMAGE

Any person damaging any light or fixture by means of contact with aircraft shall report such damage to the Airport Director's office immediately and shall be fully responsible for any costs required to repair or replace the damaged facility.

SECTION 2-10. CATEGORIES OF AIRCRAFT

Final determination as to the proper category designation of any aircraft shall rest with the Airport Director.

(1) Private.
- (a) Privately owned aircraft will be operated non-commercially by owners of owner.
- (b) Private aircraft may be used by persons other than the owner provided no part of the cost of operation of aircraft is received in money or otherwise by the owner for such use.
- (c) The aircraft can be used in connection with the owner's business comparable to an owner's use of his private automobile.
- (d) Company and corporation owned aircraft that are operated for the free transportation of their and other personnel and/or products are classified as private aircraft and subject to the restrictions as listed under (b) above.
- (e) No flying club shall operate at Albert J. Ellis Airport unless approval is obtained from the Airport Director. The flying club must meet the operational requirements as defined by the Minimum Standards for Commercial Operations.

(2) Commercial Aircraft Used
- (a) To carry passengers for hire on local flights
- (b) For rental, hire, or charter
- (c) Student instruction and its kindred occupations
- (d) Any aircraft used for commercial purposes and not otherwise covered in these regulations.

(3) Certified Air Carriers.
- (a) Contract: All Federally certificated Air Carriers holding a valid contract with the County for airport usage.
- (b) Non-Contract: All Federally certificated Air Carriers not covered in Section 2-10: (3)(a) above.

SECTION 2-11. AIRCRAFT EQUIPMENT RULES

(1) No aircraft shall be operated on the airport unless it is equipped with a tail wheel or nose wheel and wheel brakes, except with the permission of the Airport Director. When any pilot of an aircraft that is not equipped with adequate brakes receives permission from the Airport Director to taxi such aircraft near buildings or parked aircraft unless an attendant is at the wing of the aircraft to assist the pilot; provided, that an aircraft with wings and tail higher than five (5) feet from the ground does not have adequate brakes shall not be taxied on the airport, but shall be towed if it is necessary to move such an aircraft.

(2) Pilots desiring to use the airport, to land, taxi, or take-off, shall broadcast across the appropriate frequency his intent and shall ascertain that said intended operation is safe and in accordance with Title 14 Aeronautics and Space, Part 91 of the Code of Federal Regulations.

SECTION 2-12. AIR TRAFFIC COMMUNCATION

During the hours when the Air Traffic Control Tower (ATCT) is in operation, no person shall taxi or tow an aircraft on any movement area until radio contact has been established with the ATCT or until the person in charge of the aircraft has made previous arrangements with the ATCT by telephone or other means for appropriate light signals. During periods when the ATCT is not operating, appropriate use of the CTAF/UNICOM frequency to provide advisory radio transmissions is required by all aircraft.

(1) Radio contacts between pilots or aircraft and the ATCT/CTAF/UNICOM shall be conducted in accordance with standard procedures and phraseology as prescribed by the FAA and the Federal Communications Commission of the United States.

(2) While taxiing, the pilot of an aircraft shall monitor the appropriate radio frequency of the ATCT or CTAF/UNICOM.

(3) All taxiing aircraft shall receive clearance from the ATCT or make the appropriate announcements on the CTAF/UNICOM frequencies prior to entering the air movement area.

SECTION 2-13. TAXIING RULES

(1) No person shall taxi an aircraft until he/she has ascertained that there will be no danger of collision with any person or object in the immediate area by visual inspection of the area.

(2) No aircraft shall be operated in a careless or reckless manner or taxied except at a safe and reasonable distance. In no case shall aircraft on ramps or aprons be towed more than 10 miles per hour or more than a lower speed limit as may be established by the Airport Director.

(3) Pilots shall not taxi onto or across any runway until no danger or collision with any person or object in the immediate area has been ascertained by visual inspection of the area.

(4) No aircraft shall be taxied into or out of a hangar under its own power nor shall the engines be operated while the aircraft is inside the hangar.

SECTION 2-14. WEIGHT RESTRICTIONS

No person shall land, take off, taxi, or park an aircraft on any area which has been restricted to a maximum weight bearing capacity of less than the weight of the aircraft at the time of using such area. The weight limitations as published and adopted from time to time by the Airport will apply.

All loading and unloading of cargo shall be completed at the designated cargo ramp area except for loading or unloading of cargo by completed scheduled air carriers, registered operators, and the military. No vehicles will be allowed in the air operations area without permission of the Airport Director for the purpose of loading or unloading of cargo.

SECTION 2-15. LANDING AND TAKEOFFS

(1) The Airport Director may prohibit aircraft landing and taking off at any time and under any circumstances when the Airport Director deems such landings and take-offs likely to endanger persons or property, except for emergency landings. Further, the Airport Director may delay or restrict any flight or other operation at the airport to any aircraft when any of these rules and regulations are violated in any manner.
(2) All activities which are of an aeronautical nature and all flying of aircraft departing from or arriving in the airport shall be conducted in conformity with the current pertinent provisions of the regulations issued by the Airport Director which are authorized hereby and are not in conflict herewith or with said regulations.
(3) Aircraft landing or taking off shall conform to the published air traffic patterns unless otherwise instructed.
(4) Rules for the use of aircraft on all runways and the traffic patterns which shall be followed by all aircraft using such runways shall be established jointly by the Airport Director and the FAA and supplemented when necessary or desirable by schematic drawings, maps or other visual devices to aid in the clear understanding of such rules.
(5) Simulated forced landings are forbidden within the airport control zone without qualified, licensed flight instructors on board.

SECTION 2-16. NOISE ABATEMENT PROCEDURES

(1) Pilots shall use procedures that will result in minimum noise to surrounding areas. This includes, but is not limited to, avoiding low altitude maneuvers. Optimum power settings and maximum altitudes shall be maintained consistent with safety. Flights over populated areas should be avoided to the extent consistent with safety.
(2) The Airport Director shall be authorized to issue appropriate warnings to the pilot of any aircraft that operates in such a manner as to create conditions detrimental to good community relations. If such a situation continues to exist, the Airport Director

may temporarily or permanently prohibit the flight operations of said aircraft from the airport.

SECTION 2-17. DISABLED, DERELICT AIRCRAFT

Upon demand by the Airport Director to the owner or operator of any abandoned, disabled, or derelict aircraft or parts thereof, wrongfully, or improperly left upon airport property, it shall be the duty of said owner or operator to remove the same at his own expense. If after such demand said owner or operator fails or refuses to move such aircraft within a reasonable time as determined by the Airport Director from the circumstances and conditions of hazard created by reason of the presence of such aircraft at such place, the Airport Director shall cause the same to be impounded or stored. The cost for such removal and storage shall be charged against the owner or operator of such aircraft and upon payment of said charge, the impoundment herein provided shall be released to said owner or operator. After such aircraft has been impounded for a period of ninety (90) days, the Airport Director shall cause said impounded aircraft to be disposed of in accordance with the laws of the State of North Carolina and all monies less the cost of impoundment, storage and disposal shall be returned to the aircraft owner or operator.

SECTION 2-18. DAMAGE TO AIRCRAFT

After an incident or accident occurs with an aircraft and once FAA and/or National Transportation Safety Board (NTSB) clearance is received, the aircraft owner, pilot, or agent shall be responsible for the prompt removal from the landing area or aircraft operation area of any wrecked or disabled aircraft. Such aircraft, if not promptly removed, shall be removed by others as at the direction of the Airport Director or his/her designated representative, the liability and costs for which shall be borne entirely by the aircraft owner, pilot, or agent.

The owner or operator of any aircraft which by reason of any type of accident, crash, or fire, or which by reason of malfunction or operation, causes any damage to airport property shall be responsible to the County for such damage, and the amount thereof shall be ascertained by the Airport Director who shall make a demand upon said owner or operator for payment thereof. In the event of the failure or refusal of said owner or operator to pay the amount of such claim for damage, a full report of the circumstances on which said claim is based, together with a copy of said claim shall be turned over to the County Attorney, who shall, when directed by the Onslow County Board of Commissioners, institute in the name of said county all necessary legal proceedings for collection of said claim.

SECTION 2-19. SECURITY OF AIRCRAFT

When the kind, type, mission and condition of an aircraft makes it necessary in the opinion of the owner, to provide security wherever the aircraft is located on the airport, the owner of the aircraft shall be responsible for obtaining, providing and maintaining its own security after permission to establish such security has been obtained from the Airport Director.

Security requirements shall not be used as a means to hinder or delay removal of aircraft at the direction of the Airport Director.

SECTION 2-20. INTERFERING OR TAMPERING WITH AIRCRAFT

No person shall interfere or tamper with any aircraft or put in motion the engine of such aircraft, or use any aircraft, aircraft parts, instrument or tools without permission of the owner of by specific direction of the Airport Director.

SECTION 2-21. STUNT FLYING, AEROBATICS

Except for public displays of aviation flight specifically authorized by the Airport Director to be conducted under responsible auspices and control, violation of any of the following provisions shall be illegal and an offense:

(1) No person shall operate an aircraft in a careless of reckless manner so as to endanger the life or property of others by buzzing, diving or low altitude flying.
(2) No person shall engage in aerobatic or stunt flying over congested areas or over an open-air assembly of persons or below an altitude of one thousand five hundred (1,500) feet above the surface.

SECTION 2-22. ROTORCRAFT OPERATIONS

Rotorcraft shall park or operate in areas designated by the Airport Director for rotorcraft operations. Rotorcraft shall not be operated within 50 feet of any structure or Fuel storage facility. Rotorcraft shall not be operated within 100 feet of any area where Light Aircraft are parked or operating. Rotorcraft will not be operated within two hundred and fifty (250) feet of the nearest passenger boarding bridge at the air carrier terminal building. Rotorcraft rotors must be stopped during Fueling operations, except with prior approval of the Airport Director.

SECTION 2-23. SKYDIVE/PARACHUTE JUMPING

No person shall Skydive/Parachute jump onto the Airport without the prior written permission of the Airport Director. Skydive/Parachute landings shall only occur at an Airport approved and designated Drop Zone. Skydive/Parachute operations shall be conducted in conformance with AC 105-2, current version, and the most current version of the Skydiver's Information Manual published by the United States Parachute Association (USPA).

SECTION 2-24. AIRCRAFT WASHING

All aircraft washing shall be conducted with biodegradable soap with a pH adjusted to be in the range of 6 to 9 standard units, and without the use of solvents or degreasers, only:

(1) At areas approved by the Airport Director, and/or

(2) by aircraft washing service operators who have registered with the Airport Administration Office.

Point source discharge of wash water is not authorized by the Airport General Permit. Wash water cannot be discharged into the stormwater drainage system and should be drained into a sanitary sewer system.

SECTION 2-25. AIRSHIP/HOT AIR BALLOON/DIRIGIBLE

No person shall operate an Airship/Hot-Air-Balloon/Dirigible onto the Airport without the prior written permission of the Airport Director. Airship/Hot Air Balloon/Dirigible operations shall only occur at an approved and designated landing/mooring area. Airship/Hot Air Balloon/Dirigible operations shall be conducted in conformance with all FAA Legal Requirements. Moored lighter-than-air Aircraft shall have at least one person monitoring the safety of the mooring throughout the duration of the mooring.

SECTION 2-26. AERIAL APPLICATOR

No person shall operate as an Aerial Applicator (load chemicals onto aircraft for the purpose of aerial application) on the Airport without the prior written permission of the Airport Director. Aerial Applicator activity shall only occur and operate from a County approved and designated location and in accordance with an executed agreement between the County and the Aerial Applicator.

SECTION 2-27. UNMANNED AIRCRAFT SYSTEMS (UAS)

Operators of unmanned Aircraft Systems (UAS) within 5 statute miles of the Airport shall comply with all applicable FAA regulations. Commercial Operators of UAS that require the use of the Airport's infrastructure shall comply with all applicable FAA Requirements and request written permission from the Airport Director prior to any operations.

SECTION 2-28. AIRSIDE VEHICLE OPERATIONS

(1) No person shall operate any motor vehicle in the Air Operations Area (AOA) without having first registered with the Airport Director and obtained permission for the operation of such equipment. All vehicles operating in the AOA must be equipped with two-way radios and be in communication with the ATCT or CTAF. The driver of the vehicle shall, as appropriate, notify the ATCT and obtain clearance prior to entry on the landing, taxiway, or aircraft movement areas.

a. Permission shall be granted to qualified persons-who have completed the appropriate training and are registered with Airport Operations.

b. The Airport Director may restrict vehicle operations to a certain portion or segment of the AOA. Such restrictions shall prohibit vehicle operations outside designated areas.

(2) All vehicles driving on the AOA shall pass to the rear of taxiing aircraft and on the airfield side of parked aircraft and shall pass no nearer than twenty (20) feet

horizontal distance from any wing or tail section of a parked aircraft. Taxiing aircraft shall have the right-of-way over all vehicles except in emergency situations. All vehicles shall not drive underneath jet bridges unless responding to an emergency.

(3) Emergency conditions existing at any time in the AOA will not mitigate or cancel these regulations. Permits for vehicles shall be rendered invalid until the emergency has been alleviated. The Airport Director shall determine when normal operations may be resumed.

(4) No motorized vehicles shall be operated in or upon the AOA unless its presence is specifically required for purposes of aircraft servicing, loading, or unloading, airport maintenance or operations, or aircraft emergencies.

(5) No person shall operate a motor vehicle, scooter, truck, etc., without exhaust protected screens or baffles to prevent the escape of sparks or the propagation or flame in any hangar on the airport.

(6) The airport perimeter road shall only be used by authorized vehicles with appropriate markings as determined by the Airport Director, which include all airport administration vehicles, governmental vehicles, and other vehicles with prior approval from the Airport Director.

CHAPTER 3 – FUELING, FLAMMABLES, FIRE PREVENTION

SECTION 3-1. FUELING AND FLAMMABLES – GENERAL USE AND PROCEDURES

(1) Fuel storage on the airport shall always be protected by fencing. Gates shall be kept locked when not in use. Warning placards shall also be posted to warn against inadvertent public entry.

(2) No person shall use flammable, volatile liquids having a flash point of less than 100 degrees Fahrenheit in the cleaning of aircraft, aircraft engines, propellers, appliances, or for any other purpose, unless such operations are conducted in open air or in a room specifically set aside and approved for that purpose; which room must be properly fireproofed and equipped with an adequate and readily accessible fire extinguishing apparatus.

(3) The procedures and precautions outlined in the criteria of the National Fire Protection Association (NFPA Pamphlet #410, Safeguarding Aircraft Cleaning, Painting and Paint Removal and NFPA Pamphlet #410, Aircraft Cabin Cleaning and Refurbishing Operations,) shall be adhered to in all cleaning, painting, and refurbishing operations using flammable fluids, including the storage of such fluids.

SECTION 3-2. STORAGE OF FUEL

All fuel storage over five (5) gallons must be stored in an approved fuel farm facility with proper spill prevention and containment requirements, and by meeting all local, state, and federal laws. Any fuel storage over five (5) gallons requires written approval from the Airport Director.

Gasoline, oil, and solvent drums or receptacles shall not be stored on apron and ramp areas in excess of amounts needed as current stock. Any material of this type that is kept in subject areas will be kept enclosed and covered in a clearly marked and labelled housing of a design and type that meets the approval of the Airport Director.

SECTION 3-3. FUELING OPERATIONS

All aviation fuels will be dispensed on the airport property only by vendors and individuals holding a permit issued by the Airport Director. No company or individual will be allowed to transport flammable liquids into any aircraft area or to refuel aircraft on any portion of the property owned by the County and dedicated to the airports use, prior to securing permission from the Airport Director.

SECTION 3-4. FUELING AND DEFUELING AIRCRAFT

The following general rules shall govern the refueling, defueling, oil service and sump pump of aircraft, the placing of fuels in storage tanks or dispensers. Rules shall conform to NFPA 407.

(1) No aircraft shall be refueled, defueled or oil serviced while aircraft engines are running, or aircraft is being warmed by application of heat or while such aircraft is in a hangar or a congested or enclosed space, unless prior permission is provided by the Airport Director.
(2) No person shall smoke or permit any open flame within one hundred (100) feet or any aircraft undergoing fuel service or within at least fifty (50) feet from any hangar or building.
(3) Prior to the fuel servicing of any aircraft, it and the fuel-dispensing equipment shall be grounded to a point or points of zero electrical potential in the order indicated below and when complete, in the reverse order to prevent the static ignition of volatile liquids.
(a) Aircraft to apron or ground
(b) Refueling unit to ground
(c) Refueling unit to aircraft
(d) Refueling nozzle to aircraft

The foregoing procedure necessarily modified will apply to storage, dump, and the filling of dispensing equipment.

(4) When malfunctioning of refueling equipment is detected, all refueling shall cease immediately and the malfunction remedied, or entire unit replaced by another. Any malfunctions or irregularities detected on or within the aircraft being serviced will be brought to the attention of the aircraft owner or operator immediately.
(5) Fueling pumps, meters, hoses, nozzles, fire extinguishers and grounding devices will always be kept in high-quality operational condition.
(6) During fuel handling operations in connection with any aircraft, no less than two (2) CO_2 or approved dry chemical extinguishers (twenty pounds or larger) each having a rate of 20-BC, shall be immediately available for use in connection therewith. Each fire extinguisher shall carry a suitable tag showing the date of the most recent inspection.
(7) Any discharge of any fire extinguisher equipment on Airport property, regardless of the circumstances, shall be reported to the Airport Director immediately.
(8) No person shall operate any radio transmitter, receiver, cellular phone, or switch electrical appliances off-or-on in an aircraft during refueling or defueling.
(9) No person shall use any material or equipment during fueling or defueling an aircraft which is likely to cause a spark or ignition.
(10) No person shall start the engine of any aircraft when there is any gasoline on the ground under such aircraft.
(11) All hoses, funnels and appurtenances used in fueling and defueling operations shall be equipped with a grounding device to prevent ignition of volatile liquids.
(12) No aircraft shall be fueled or defueled while passengers are on board the aircraft unless a passenger loading ramp is in place at the cabin door of the aircraft, the aircraft door is in open position, and the cabin attendant is present at or near the cabin door.
(13) During refueling or defueling, fuel-handling vehicles shall be so placed so as to be readily removable in the event of fire so as to permit direct driving away from the loading or fueling position. Not more than one (1) refueler shall be positioned to

refuel each wing of an aircraft and not more than two (2) refuelers shall be positioned to serve the same aircraft. When high capacity aircraft are refueled, additional refuelers shall not be parked or positioned within one hundred (100) feet from the aircraft served, and then only in areas approved by the Airport Director.

(14) Each fuel-handling vehicle shall be conspicuously marked in letters of contrasting color with the word "Flammable" on both sides and rear of the cargo tank in letters at least six (6) inches high, and with the wording "Emergency Shut Off" and other appropriate operating instructions required at the emergency operating devices in letters of at least two (2) inches high. Each fuel handling vehicle will also be conspicuously marked on both sides and rear with the type and grade of fuel it contains.

SECTION 3-5. TRANSFERRING OF FUEL-VEHICLES

Transferring fuel from vehicle-to-vehicle on Airport property is prohibited. Fuel transfer will only take place from an approved fuel farm facility, with a fuel loading rack, with proper spill prevention and containment requirements, and by meeting all local, state, and federal Laws.

SECTION 3-6. FUEL SPILLS

(1) Persons responsible for fuel spillage shall take immediate action as may be necessary to prevent spilled fuel from entering storm sewers or drains. Immediate action shall be taken by the persons responsible for any fuel spillage to prevent said fuel spillage from entering into drainage ditches or sewer systems.

(2) Any person engaged in fuel handling shall have absorbent material on hand at all times. During aircraft fueling operations, an absorbent ring, pad, or seal shall be available on the fuel truck and shall be placed around or over storm water inlets in the event fuel is spilled.

(3) Any person causing or responsible for spillage of fuel, oil, grease, and other inflammable material in excess of five (5) gallons shall immediately report such spillage to the Airport Operations Department or the Airport Administrative Office. The responding Airport representative shall have the authority to make the area safe and suspend any and all regulations set forth in this section.

(4) The person causing or responsible for a fuel spillage shall furnish all necessary oil absorbent materials at the spilled fuel site. Only commercially produced oil absorbent material may be used on paved surfaces.

(5) All used oil absorbing material shall be cleaned up by the person causing or responsible for the spill as soon as possible and removed from the Airport and disposed of at an approved site. Spill areas shall be left free and clean of all oil, grease, fuel, and other inflammable material.

(6) When fuel from a spill enters a storm drain, all costs incurred to prevent the spilled fuel from reaching drains shall be at the expense of the person or firm causing the spill.

(7) In the event that Airport personnel, equipment, or materials are utilized to clean up spilled fuel because of failure to do so by the person or firm causing the spill or to

prevent interruption of an essential Airport service, the entire cost of the operation shall be at the expense of such person or firm.

SECTION 3-7. RAMP SAFETY DURING INCLEMENT WEATHER

During inclement weather, all fueling operations will be suspended until lightning has not been detected within the 5-mile radius for a continuous period of 15 minutes. Airport staff will not be allowed to work outdoors during the suspension.

SECTION 3-8. LIQUID DISPOSAL

No fuels, oils, dopes, paints, solvents or acids shall be disposed of or dumped in drains, on the ramp areas, catch basins or ditches or elsewhere on the airport.

SECTION 3-9. CLEANING FLOORS

Floors shall be kept clean and free from oil. The use of volatile, flammable solvents for cleaning floors is prohibited.

SECTION 3-10. DRIP PANS

Drip pans shall be placed under motors and be kept clean at all times.

SECTION 3-11. COMPRESSED GASES

No cylinder or flask of compressed, flammable gases shall be stored in hangars.

SECTION 3-12. EXPLOSIVES AND OTHER DANGEROUS ARTICLES

No person shall store, keep, handle, use, dispense or transport at, in, or upon the airport any Class A or Class B explosives (as defined in the Interstate Commerce Commission Regulations for transportation of explosives and other dangerous articles), dynamite, nitroglycerine, black powder, fireworks, firearms, ammunition, blasting caps or other explosives, gasoline, alcohol, ether, liquid shellac, kerosene, turpentine, formaldehyde, or other flammable or combustible liquids, ammonium, nitrate, sodium chlorate, wet hemp, powdered metallic magnesium, nitrocellulose film, peroxides, or other easily inflammable solids or other corrosive liquids, prussic acid, phosgene, arsenic, carbonic acids, potassium cyanide, tear gas, lewisite or any Class A poison (as defined in the Interstate Commerce Commission Regulations for Transportation of explosives and other dangerous articles), or any radioactive article, substance or material, at such time or place or in such manner or condition as to endanger unreasonably or as to be likely to endanger unreasonably persons or property.

SECTION 3-13. FIRE PREVENTION

All persons shall exercise the utmost care to guard against fire and injury to persons or property.

(1) No person shall smoke or carry lighted cigars, cigarettes, pipes, matches, or any open flame in or around fuel storage areas, public ramps, apron areas, or public aircraft parking and storage areas, or in any other place where smoking is specifically prohibited by signs, or upon any open space within fifty (50) feet of any fuel carrier, office space, or aircraft which is not in motion.

(2) Tenants or lessees shall provide enough fire extinguishers of acceptable size as determined by the local fire official inside the property. All fire extinguishers must be currently certified and inspected annually. Such fire extinguisher(s) shall be readily accessible in the event of a fire.

(3) Fire extinguishing equipment at the Airport shall not be tampered with at any time or used for any purpose other than firefighting or fire prevention. All such equipment shall be kept inspected in conformity with the regulations of the National Board of Fire Underwriters. Tags showing the date of last inspection shall be attached to each unit or records acceptable to fire underwriters shall be kept showing the status of such equipment.

(4) No person shall start open fires of any type, including flare pots, torches, or fires in containers formerly used for oil, paint, and similar materials on any part of the Airport. All welding shall be conducted in areas designated as maintenance areas or in hangars normally used for aircraft maintenance.

The appropriate certification of employee training for the handling of all aviation fuels on the Airport and the required FAA inspection of aircraft fueling facilities and equipment may be accomplished only by certified Airport personnel.

CHAPTER 4 - VEHICLES

SECTION 4-1. AIRPORT HIGHWAYS, ROADS, AND WALKS

Airport highways and streets may be used as a means of ingress and egress by highway vehicles to, from, and between the airport streets with which such highways connect and various buildings and land areas at the airport abutting upon such highway and streets; and sidewalks along such highways and streets (and other portions of such highways and streets when designated for that purpose) may be used by pedestrians as a means of ingress and egress to, from, and between various portions of the airport.

SECTION 4-2. RULES OF OPERATION

(1) No person shall operate motorized ground equipment of any kind on the airport without a valid North Carolina State operator's license and/or a valid driver's license, and if such vehicle is registered in accordance with the laws of the State of North Carolina and/or unless it is specifically authorized by the Airport to be operated in such areas.

(2) No Person shall operate a motor vehicle of any kind on the airport in a reckless or negligent manner, or more than the speed limit prescribed by the Airport Director.

(3) Pedestrians and aircraft shall always have right-of-way over vehicular traffic.

(4) No person operating a motor vehicle on the airport shall fail to give proper signals or fail to observe the directions of the posted traffic signs.

(5) No person under the influence of intoxicating liquor or narcotic drugs shall operate a motor vehicle or aircraft in the airport.

(6) No person shall operate any motor vehicle on the airport overloaded or carrying more passengers than that for which the vehicles were designed. No person shall ride on the running board, stand up in the body of moving vehicles, ride on the outside of the body on a vehicle, or with arms or legs protruding from the body of motor vehicles other than Crash/Fire/Rescue Vehicles designed for standing personnel.

(7) No vehicle shall be operated on the airport if it is so constructed, equipped or loaded as to endanger persons or property.

(8) Every motor vehicle shall yield the right-of-way to fire engines, ambulances, crash and fire rescue vehicles, and police vehicles when they are engaged in emergency activities.

(9) No person shall travel on the airport other than the roads, walks or places provided for the class of traffic.

(10) No person shall occupy the roads or walks in such a manner as to hinder or obstruct their proper use.

SECTION 4-3. LOADING AND UNLOADING PASSENGERS AND BAGGAGE

No motorized vehicle, whether for hire of otherwise, shall load or unload passengers or baggage in any area on the airport except as designated on the Map Sheet, which can accessed in the Airport Administration Office.

SECTION 4-4. VEHICULAR PARKING AND TRAFFIC CONTROL

Vehicular Parking and Traffic controls rules as defined in Chapter 3, Article II of the Onslow County Ordinances.

SECTION 4-5. AUTHORITY TO TOW

The Airport Director's authority to tow or otherwise remove, in a reasonable manner, vehicles is defined in Chapter 3, Article II of the Onslow County Ordinances

SECTION 4-6. RETURN AND REMOVAL OF RENTAL VEHICLES

Each rental agency at the airport shall instruct its customers to return all rental vehicles to designated return areas. Rental vehicles found in any unauthorized area or in violation of any parking regulation shall be cited in accordance with the provisions of this section and a fine therefore shall be enforceable against the owner of the vehicle.

SECTION 4-7. REPAIR OF VEHICLES

No person shall clean or make any repairs to vehicles anywhere within the boundary of the airport other than in a shop or other areas designated for such purposes, except minor repairs necessary to remove such vehicles from the airport, nor shall any person move, interfere or tamper with any vehicle or put in motion the engine or take or use any vehicle part, instrument or tool thereof without the permission of the owner on satisfactory evidence of the right to do so presented to the Airport Director.

SECTION 4-8. TAXICABS, SHUTTLES, BUSES, TRANSPORTATION NETWORK CARRIERS (TNC)

All Taxicabs, Shuttles, Buses, and TNC's shall abide by the rules set forth in Chapter 3 of the Onslow County Ordinances.

SECTION 4-9. BICYCLES, SCOOTERS, AND MISCELLANEOUS VEHICLES

No person shall use at the airport any bicycle, go-cart, go-ped, skateboard, rollerblade, all-terrain vehicle, or other vehicle not licensed or otherwise permitted for operation on a

public street or highway. On a case-by-case basis, and with the prior written approval of the Airport Director, other modes of transportation may be used on the airport.

SECTION 4-10. MOTOR HOMES, BOATS, RECREATIONAL VEHICLES, AND TRAILERS

Motor homes, boats, recreational vehicles, and trailers shall not be stored anywhere on the airport unless in accordance with an airport-approved lease or with the written consent of the Airport Director.

SECTION 4-11. COMMERCIAL PASSENGER VEHICLES

Commercial vehicles shall abide by the rules listed in Chapter 3, Articles II and III of the Onslow County Ordinances.

CHAPTER 5 - PUBLIC AND TENANT USAGE

SECTION 5-1. DISORDERLY CONDUCT

No person shall be or become intoxicated or drunk, commit any disorderly, obscene or indecent act, or commit any act of nuisance, nor conduct or engage in any form of illegal gambling on the airport.

SECTION 5-2. ALCOHOLIC BEVERAGES

Alcoholic beverages may only be consumed in accordance with applicable legal requirements. The County reserves the right to exclude or expel any person, who, in the judgement of a Law Enforcement Officer, is intoxicated or under the influence of alcoholic beverages or drugs. The County reserves the right to restrict the consumption of alcoholic beverages at the airport.

SECTION 5-3. USE OF SOUND AMPLIFYING DEVICES

Sound amplifying devices shall be prohibited on the airport except when approved by the Airport Director. Only such public address systems as are commonly employed, announcing the arrival and departure of scheduled aircraft, shall normally be permitted on the airport.

SECTION 5-4. PRESERVATION OF PROPERTY

No person shall destroy, injure, deface, or disturb in any way any building sign, equipment, marker or other structure, trees, flowers, lawn or other property on the airport; nor alter, make additions to, or erect any buildings or sign or make excavations on the airport; nor willfully abandon any personal property on the airport.

SECTION 5-5. WEAPONS, EXPLOSIVES, AND FLAMMABLE MATERIALS

No person, except peace officers, duly authorized Post Office, airport and air carrier employees or members of the armed forces of the United States on official duty, shall carry any weapon, explosives, or flammable materials on the airport except cased guns carried for shipment.

SECTION 5-6. ANIMALS

(1) No person shall enter the terminal building of the airport with an uncrated animal, except that dogs used by blind and deaf persons may be permitted for appropriate purposes, as well as registered service animals.

(2) No animal shall be permitted in the baggage claim area, except that dogs used by blind and deaf may be permitted for appropriate purposes. Crated animals

delivered by the airlines as checked baggage must be delivered outside the terminal building.

(3) No person shall permit livestock or any other animals under their control or custody to enter the Airport without permission. Any stray livestock or animal on the Airport will be disposed or in accordance with the laws of the State of North Carolina.

SECTION 5-7. HUNTING

No person shall hunt on the Airport premises except upon authority of the Airport Director.

SECTION 5-8. LOITERING AND REFUSAL TO COMPLY

No person shall loiter or loaf on any part of the airport or in any building on the airport; nor shall any person come upon or use the airport except while traveling through as a passenger on a bus or taxi or while enplaning or deplaning as a passenger on aircraft operating at the airport, and after such person has been denied the use of the airport by the Airport Director. Any person or persons who shall refuse to comply with these applicable rules and regulations after proper request to do so by the Airport Director shall be requested to leave the airport and in the event of his or their failure to comply shall be regarded as a trespasser.

SECTION 5-9. USE OF SHOP AREAS

All shops, garages, equipment and facilities are expressly for the conduct of the owner's or lessee's business and operations. No persons other than employees of the owner or lessee shall make use of these facilities or loiter around such premises without individual and specific permission of the owner or lessee.

SECTION 5-10. TRASH CONTAINERS

No person shall keep uncovered trash containers in any area. No vehicle used for hauling trash, dirt, or any other material shall be operated on the airport unless such vehicle is constructed so as to prevent the contents thereof from dropping, shifting, leaking or otherwise escaping therefrom. Areas to be used for trash or garbage containers shall be designated by the Airport Director and no other areas shall be used. Such areas shall be kept clean and sanitary at all times. Trash containers on the airport are for commercial purposes only. Any dumping of personal property or trash at the airport by entities not located at the airport and/or not for commercial purposes, is prohibited.

SECTION 5-11. STORAGE OF EQUIPMENT

No tenant or lessee on the airport shall store or stack material or equipment in such a manner as to constitute a hazard to personnel or property. No equipment or supplies shall be stored or located in such a location that it becomes unsightly for the travelling public, airport tenants, or the Airport Director.

SECTION 5-12. MAINTENANCE OF LEASED PROPERTY

All tenants shall be required to maintain their leased property in a condition of repair, cleanliness, and general maintenance in a manner agreeable to the Airport Director and in accordance with their individual lease agreements and free from all fire hazards.

SECTION 5-13. STRUCTURAL AND DECORATOR CHANGES

No tenants, lessees or grantees will be permitted to effect structural, decorative changes (to include interior and exterior painting) or additions of any type without permission of the Airport Director. This permission must be in writing from the Airport Director.

SECTION 5-14. DAMAGES

Tenants, lessees, and grantees shall be fully responsible for all damages, to buildings, equipment, real property and appurtenances in the ownership or custody of the airport caused by their negligence, abuse, or carelessness on the part of their employees, agents, customers, visitors, suppliers or persons with whom they may be doing business.

SECTION 5-15. USE OF OTHER LAW ENFORCEMENT AGENCIES

If occasions arise that are beyond the capability of regular airport police, outside law enforcement agencies shall be called for assistance.

SECTION 5-16. REGULATION OF SOLICITATIONS

Any person or organization desiring to use the Airport for the purpose of exercising constitutional rights of free speech, freedom of religion, and right of peaceable assembly in activities such as distribution of literature and solicitation of contributions, shall be protected in such activities providing they do not result in impairing or interfering with the operational functions of the Airport and such activities are in compliance with code provisions. The restrictions and requirements are hereby declared to be necessary for the accomplishment of the following purposes:

(1) To ensure that persons seeking to exercise their constitutional rights of free speech, freedom of religion, and right to peaceable assembly may reasonably do so upon the premises of the Airport.
(2) To restrict such activities of free speech and freedom of religion to certain public use areas of the Airport;
(3) To protect all persons using the Airport from being subjected to harassment or undue pressure by any persons or organizations seeking to exercise rights of free speech and freedom of religion.
(4) To ensure the free, orderly, and efficient flow of pedestrian traffic through the Airport premises; and
(5) To ensure the efficient and safe operations of the Airport.

SECTION 5-17. SOLICITATIONS - PERMIT REQUIREMENTS

No individual or organization shall distribute literature or solicit contributions at the Airport without first obtaining a permit from the Airport Director. A written application showing the nature of the intended activities must be received by the Airport Director at least five (5) business days prior to the date contemplated for commencing the activity and may be applied for thirty (30) days in advance of such activities. The written application shall contain:

(1) The full name, residence mailing address, and telephone number (if any) of the individual or organization sponsoring or promoting the proposed activities or desiring to distribute literature or solicit funds.
(2) The full name, residence mailing address, and telephone number, and e-mail address of the contact person in the organization who will have supervision of and responsibility for the proposed activities.
(3) The dates and hours on and during which the activities are proposed to be carried out, the expected duration of the proposed activities, and the anticipated number of participants.
(4) A description of the proposed activities, indicating the type of communication involved; and
(5) Which area the applicant prefers as such area is numbered and circumscribed on the plan which appears on a diagram in the Airport Director's office.

Permit(s) shall be considered within ten (10) business days following receipt by the Airport Director of the registration form containing the above information. The Airport Director shall notify one contact person and indicate a date of expiration and shall designate to which area(s) of the Airport that person and/or organization has been assigned. One member only need register on behalf of the organization. On the date of the registered activities, the designated representative shall submit a list of the participants to the Airport Director or other designated representative of the Albert J. Ellis Airport.

SECTION 5-18. SOLICITATIONS - NONDISCRETIONARY APPROVAL

The Airport Director shall exercise no judgment regarding the purpose or content of the proposed activities and shall exercise no discretion over the issuance of a registration permit. The issuance of a permit by the Airport Director shall be a routine, clerical, and mandatory function. The registration permit shall be issued for a period of no more than ten (10) days. Upon request by authorized enforcement personnel, the organization's designated representative or individual, if a sole participant, shall display their written permission Participants in a group exercise of constitutional rights shall refer requests from authorized enforcement personnel to the designated representative.

SECTION 5-19. SOLICITATIONS - RESTRICTED AREAS

The distribution of literature and solicitation of funds at the Airport shall be conducted only in public use areas defined in this section. Under no circumstances shall such activities be conducted only in areas designated by the Airport Director with written approval. Public

Use Areas, for the purposes of this section, shall be areas designated as such by the Airport Director.

SECTION 5-20. SOLICITIONS - NUMBER OF SOLICITORS

(1) The total number of persons engaged in the distribution of literature and/or the solicitation of funds in the public use areas shall not exceed the determined maximum number of persons by the Airport Director.
(2) In the event that two (2) or more organizations seek to conduct such constitutional activities at the same time, the Airport Director shall assign the available areas between or among the parties on as equitable a basis as possible.
(3) When the number of persons desiring to distribute literature and/or solicit funds at the Airport exceeds the number specified for any one area as stated herein, the Airport Director may impose such reasonable and equitable restrictions as to allowable dates or hours for the conduct of such activities as may reasonably be required, providing as fair and as equitable as possible an opportunity for all persons desiring to conduct such activities while ensuring the efficient and effective operation of the transportation function of the Airport.
(4) The Airport Director may move the permitted activities from one area to another and among the different areas upon reasonable written notice to each affected person when in the judgment of the Airport Director a move or moves are necessary to the efficient and effective operation of the transportation function of the Airport.

SECTION 5-21. SOLICITATIONS - PROHIBITIED SOLICITATION ACTIVITIES

The distribution of literature and solicitation of funds referred to in this section shall be conducted strictly in conformity with the terms of this section. In conducting such activities, no person shall:

(1) In any way intentionally obstruct, delay, or interfere with the free movement of any other person or seek to coerce or physically disturb any other person.
(2) In any way indicate to the public that he or she is a representative of the County or the Airport or any airline;
(3) Misrepresent his or her identity or misrepresent the organization or purpose for which funds are being solicited.
(4) Display a sign in the areas identified except those approved for size and configuration by the Airport Director.

CHAPTER 6 – PASSENGER TERMINAL BUILDING

SECTION 6-1. LOST ARTICLES

Any person finding lost articles shall deposit them at the Airport Police office. Articles unclaimed by the owner will be disposed of in accordance with North Carolina General Statutes. Nothing in this section will be construed to deny the scheduled air carriers the right to maintain lost-and-found services.

SECTION 6-2. BAGGAGE HAND CARTS

Baggage hand carts may not be removed from the Airport and may only be used for the purpose for which they were designed and intended. After usage, Baggage hand carts must be stored in a proper fashion as designated by the Airport Director.

SECTION 6-3. PUBLIC ADDRESS SYSTEM

Only those types of public address systems that are commonly employed to announce the arrival and departure of scheduled aircraft or other information relevant to the operation of the airport shall be permitted for use in the Passenger Terminal Building.

(1) No person shall use or cause to be used the public address system for solicitation of business.
(2) The public-address system shall only be used in accordance with individual Lessee Agreements.

SECTION 6-4. SANITATION, TRASH REMOVAL

(1) No person shall dispose of garbage, papers, refuse or other material on the airport except in the receptacles provided for that purpose; nor use a comfort station other than in a clean and sanitary manner; nor eat food or drink beverages in the terminal building lobby other than in a clean and sanitary manner, not expectorate on the floors, walls, or other surfaces of the airport.
(2) All trash and waste containers in leased areas shall be equipped with securely fastening lids, shall be emptied with sufficient frequency to prevent overflowing, and shall be cleaned with sufficient frequency to prevent the development of obnoxious odors.

SECTION 6-5. SMOKING AND VAPING

Smoking and vaping is not allowed inside the passenger terminal building. Smoking and vaping is allowed only in the designated locations outside of the building as defined by the Airport Director. All cigarette and cigar butts need to be disposed into the ashtrays provided at the designated location.

SECTION 6-6. VENDING MACHINES, CONCESSIONS, AND SERVICES

Vending machines or tables used for the sale or distribution of goods and services, unless approved by an agreement with the Airport Director, shall not be permitted in the Public Areas or within Lessee or Sublessee Areas inside or near the Passenger Terminal Building.

SECTION 6-7. LEASED PREMISES

Leased Premises and adjacent areas shall be kept clean and free from rubbish. Corridor doors when not in use shall be closed. No debris, trash, dirt, dust, or other materials shall be swept or thrown into corridors, hallways or stairwells.

(1) In the event an infestation of insects or animals occurs, the Lessee or Sublessee shall take immediate action utilizing licensed eradication methods (in the event this is the responsibility of the lessee through Agreement).
(2) In the event the lessee is unable to take immediate action, the Airport may take appropriate action and shall have the right to collect the expense of such action from the lessee.

No area of the Passenger Terminal Building shall be used for storage of equipment, fixtures, or cargo without prior authorization of the Airport. All decorations at ticket counters and gate areas are prohibited without prior authorization from the Airport. Any damage to Airport facilities because of the application of decorations may be charged to the Lessee and shall not erect, install, or otherwise maintain any aerials, transmitters, or antennae without prior written authorization from the Airport.

SECTION 6-8. BAGGAGE CONVEYOR SYSTEM AND UNCLAIMED BAGGAGE

No person shall ride, walk, sit, or stand on the baggage conveyor system (or any portion thereof) and no unauthorized items shall be placed on the baggage conveyor system. Any entity loading baggage onto the belts is responsible for proper baggage hygiene. Entities responsible for operating and loading the baggage conveyor system shall be responsible for unloading and securing all unclaimed baggage and ensuring that all doors are associated with the system are secured before leaving the area. Any damages caused to the baggage system by the negligence of the operator will be responsible for the repairs associated with that damage.

SECTION 6-9. WHEELCHAIRS

No person shall use a wheelchair for any purpose other than for which it is designed and intended and then only in a method specified by the manufacturer. Wheelchairs shall be stored in designated areas.

SECTION 6-10. AIRLINE OPERATIONS

Passengers shall not be permitted to enplane or deplane an aircraft except in the presence of and only after receiving permission. Aircraft must only be enplaned or deplaned in designated areas unless prior permission by the Airport has been obtained. Authorized personnel must escort and safely channel passengers through established routes to and from the aircraft.

All aircraft gates are pre-assigned and reserved for scheduled air carrier and approved air carrier aircraft only.

(1) No person or entity shall park or leave an aircraft parked or unattended on the non-movement area, except at such places permitted and properly designated by the Airport.
(2) Gates and jet bridges may only be used by an entity with an Agreement, or with the permission of the Airport Director. An entity authorizing use of a gate to another entity assumes full responsibility and must ensure usage is in accordance with the agreement. It is the responsibility of the operator to pay for all damages to the jet bridges and associated equipment that is caused by negligence or user error as deemed by the Airport Director.
(3) Aircraft power back procedures are prohibited without prior authorization from the Airport Director.

It is the responsibility of flight and ground employees to ensure aircraft are taxied to and from gate positions or parking locations without injuring or damaging any persons, equipment, building, other aircraft, or any property. All ground handling entities shall notify the Airport at least 24 hours prior to all charter operations. The assignment of the Remain Overnight (RON) aircraft parking positions will be determined by the Airport.

SECTION 6-11. GROUND SUPPORT EQUIPMENT

Ground support equipment (including, but not limited to, chocks, air stairs, etc.) shall not be stored outside the boundaries of the Leased Premises or designated area by the Airport. Any ground support equipment with a motor shall not be left running underneath the terminal for more than 5 minutes. Lavatory service equipment shall be well maintained and compatible with the waste receptacles provided by the Airport. All spillage of lavatory waste shall be immediately cleaned by the responsible party.

CHAPTER 7 - SECURITY

SECTION 7-1. RESTRICTED AREAS: GENERAL

Except in those areas open to the public, movement inside the Air Operations Area and Secured Area, as defined by the Airport Security Program, is restricted. Any exceptions are defined in the Airport Security Program.

SECTION 7-2. RESTRICTED AREAS, PERIMETER GATES

(1) No person shall enter the Air Operations Area (AOA), Secured Area, utilities and service rooms, or other areas as may be designated restricted except:
   a. Persons assigned to duty therein, who are properly badged or escorted.
   b. Persons authorized by the Airport Director, who are properly badged or escorted.
   c. Passengers, under appropriate supervision, entering the apron for the purpose of embarkation or debarkation.

(2) All Airport perimeter gates shall be kept closed and always locked, except when in use. Vehicle operators shall stop and ensure the gate is fully closed before proceeding and shall also ensure that no unauthorized vehicles or persons gain access to the Airport while the gate is in operation. If the gate fails to close, or the vehicle operator cannot prevent such access, the vehicle operator shall immediately contact the Police Office.

SECTION 7-3. REGISTRATION OF PERSONS EMPLOYED ON/OR OPERATING FROM THE AIRPORT

Persons requiring unescorted access or entry to a Restricted Area shall complete and submit an Airport ID Access/Badge Application. Prior to obtaining an Airport ID Access/Badge, an Authorization Signature is required listing the person(s) authorized to request Airport ID Access/Badges. The applicant must go through the appropriate background check(s), complete the appropriate training, and pay all applicable fees before receiving their ID.

The names, office telephone numbers and nature of business or occupation of all persons stationed or employed upon the airport shall be registered with Airport Administration.

SECTION 7-4. REGISTRATION OF PERSONS FOR AIRPORT BADGES AND CONTROL KEYS

(1) In order to meet the requirements of the Airport Security Program and maintain security at the airport, the proximity card readers and locks on all terminal doors and other selected buildings and gates are maintained and controlled by the Airport Director or his authorized representative.

(2) All tenants, lessees and grantees and their agents and employees requiring keys for their respective leasehold area shall have initial keys issued at no cost. Airport issued identification badges will be invoiced based on the approved schedule of charges.

(3) Keys for the security control system shall not be available from local locksmiths or key cutters. Replacement keys shall be available only through the Airport Administration office under the following conditions.

a. New (additional) employees will be provided the initial issue of keys at no cost by making application to the Airport Administration Office.
b. New (replacement) employees will receive those keys issued to the old employee they are hired to replace. Tenants shall establish a separation system which ensures that keys previously issued to their agents and employees are returned to the Airport Director's office for reissue. If keys are not available from a separated employee for reissue to a new employee, the employee's request for keys shall be treated as lost keys.
c. Replacement of lost keys will be invoiced based on the approved schedule of charges.

CHAPTER 8 - SCHEDULE OF CHARGES

(1) Certified Air Carrier: Schedule of rates and charges for all certified air carriers shall be set forth by the Onslow County Board of Commissioners and reviewed whenever necessary and appropriate. These charges shall apply to all certified scheduled and non-scheduled air carriers desiring to use the airport without discrimination. Landing charges will be based on a weight/minimum basis.

(2) Private and Commercial Aircraft: The terms and the fees for such operations and a certificate showing the scope of the operations which are authorized by the airport shall be obtained by persons or firms desiring to enter into commercial activities. Landing fees for other registered operators shall be set from time to time by the Onslow County Board of Commissioners.

(3) Placement of Aircraft: Airport Director reserves the right to designate specific parking areas for use by any or all aircraft at any time.

(4) Landing Fees; Private Aircraft: At the present time, there is no landing fee for private of business aircraft at the airport.