

RULES AND REGULATIONS
PAULDING NORTHWEST ATLANTA AIRPORT
DALLAS, GEORGIA

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100 – General

100.1 Definitions

1. **Airport** – All property belonging to Paulding County Airport Authority including areas not used for aeronautical purposes.
2. **Airport Authority** – the Paulding County Airport Authority.
3. **Airport Director** – Airport Director shall mean the officer or representative of the Authority having immediate charge of the Airport. The Airport Director shall at all times have authority to take such reasonable 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 reasonable rules, orders and decisions as may be necessary and proper.
4. **Airport Movement Area** – The runways, taxiways, and other areas of an airport that are used for taxiing, takeoff, and landing of aircraft, exclusive of loading ramps and aircraft parking areas.
5. **Fixed Base Operator** – Person who holds an operator contract with the Airport Authority and is a full-time progressive business enterprise with manned facilities at the Airport during all open business hours. The Airport Authority shall determine the standards in compliance with Federal Aviation Administration minimum standards for commercial aeronautical activities on public airports.
6. **Person** – Any individual, firm, co-partnership, corporation, company or association; and includes any trustee, receiver or similar representative thereof.
7. **Public Airside Facilities** – The following facilities as they are from time to time provided and made available by the Airport Authority for public use by all aircraft and their operation.
 - a. Public runways for the purpose of landing and taking off of aircraft.
 - b. Public taxiways for the purpose of ground movement of aircraft.
 - c. Public aircraft parking space for the purpose of parking and storing aircraft, loading and unloading passengers, baggage, freight, mail and other cargo upon and from aircraft, performing operations incidental to the immediate arrival and departure of aircraft and servicing with fuel, and for parking mobile equipment activity used in connection with the foregoing.
 - d. The area in the vicinity of the Terminal building known as ramp or apron space (and future additions thereto and improvements thereto), which said space is provided for the purpose of loading and unloading passengers, baggage, freight, mail and other cargo to and from aircraft for the purpose of performing operations incidental to the immediate preparation of

aircraft for departure such as servicing with fuel and inspection, and for the purpose of parking mobile equipment actively used in connection with the foregoing.

- e. Any other space provided by the Airport Authority for public use by aircraft operator at the Airport.

100.2 Scope

All persons on any part of the property comprising the Airport shall be governed by the regulations prescribed herein and all applicable regulations of the Federal Aviation Administration and the State of Georgia and they shall obey instructions of the Airport Director relative to the use or occupation of any part of the property comprising the Airport.

100.3 Penalties

Any person violating any of the AIRPORT RULES AND REGULATIONS may be punished as provided by law, or ordinance, or at the discretion of the Airport Authority, may be deprived of the use of the airport facilities for such period of time as may be necessary to be effective.

100.4 Lost Articles

All lost articles found at the Airport shall be turned into the Airport Director's office by the finders. Any such articles not claimed in sixty (60) days will be disposed of by the Airport Authority.

100.5 Liability

The Airport Authority and the Airport Director do not assume any responsibility for loss, injury, or damage to persons, or property by reason of fire, theft, vandalism, wind, flood, earthquake or collision damage, and they do not assume any liability for injury to persons while on the Airport or while using facilities of same.

100.6 Accident Reports

All persons involved in any accident occurring on the Airport, which injures or damages people, automobiles or other property of any nature shall make a report to the Airport Director as soon as possible, giving all pertinent information as requested by those in charge. Copies of all such accidents reports will be submitted to the Airport Authority.

200 – VEHICLES

200.1 Licensing and Registration

1. No person shall operate motor vehicles of any kind on the airport without valid Operator's License.
2. No person shall operate any surface vehicle in the Airport Movement Area or landing area without having first obtained permission from the Airport Director, such operation being necessary for airport service and inspection.

200.2 Rules of Operation

1. No person shall operate a motor vehicle of any kind on the Airport in a reckless or negligent manner. Speed limits shall not exceed 10 miles per hour on ramp, apron, in aircraft parking and hangar areas.
2. Aircraft shall have the right of way over all other traffic on the runways, taxiways, taxilanes, ramps and aircraft parking area. Unauthorized pedestrians are not permitted on runways, taxilanes, and ramps, and all pedestrians shall yield the right of way to aircraft. Pedestrians and vehicles shall, when possible, pass to the rear of parked aircraft. Neither pedestrians nor vehicles shall pass in front of an operating aircraft.
3. No person under the influence of liquor or drugs shall operate a motor vehicle or aircraft on the Airport.
4. No person shall operate a scooter, truck or other motor vehicle without exhausts protected by screens or baffles to prevent escape of sparks or the propagation of flame in any hangar on the Airport.
5. All vehicles operating on the airport between the hours of sunset and sunrise shall have fully operating headlights and taillights visible at least 500 feet. Vehicles operating in the Airport Movement Areas shall be equipped with a flashing beacon mounted on roof of the vehicle, or escorted by an Airport Operations vehicle so equipped.

200.3 Repair of Motor Vehicles

No person shall be permitted to make repairs to an automobile at the airport, except emergency repairs necessary to get the automobile to a garage or otherwise off the airport. Washing of automobiles shall not be permitted under any conditions. This does not apply to Airport maintenance vehicles and equipment.

200.4 Parking

Vehicles and equipment shall not be parked on the Airport other than in authorized parking areas. The parking and storage of boats, campers, and recreational vehicles at the Airport is prohibited.

300 – AIRCRAFT OPERATION

300.1 Aeronautical Activities

The FAA air traffic rules and regulations governing the operation of aircraft in effect as of this date as well as all additions thereto are made part of these airport rules and regulations as fully as if set forth herein. In the event of any conflict of the regulations stipulated below and the Federal Aviation Regulations, the Federal Aviation Regulations shall prevail.

Paulding Northwest Atlanta Airport is an uncontrolled field. When entering the airport traffic pattern, the pilot should make all turns in the pattern to the left as stipulated in Chapter 8 of the Airplane Flying Handbook (FAA-H-8083-3C).

Flight into or out of the airport during Instrument Meteorological conditions shall be conducted in accordance with current FAA regulations and procedures. Flight plans may be filed with Atlanta Flight Service or Atlanta Approach Control.

300.2 Fixed Base Registration

The owners of all aircraft based on the Airport will register their aircraft with the Airport Director's office prior to beginning operation. Any change in ownership will require a change in registration.

300.3 Payment

Payment for the use of Airport Facilities, storage and other charges levied by the Airport Director, Airport Authority or its designated agent shall be made upon receipt of billing by the Airport Director, Airport Authority or its designated agent.

300.4 Aircraft Accident Reports

Persons involved in aircraft accidents occurring on the Airport shall, as soon as possible, make a full report thereof to the Airport Director for transmittal to the Airport Authority, which report shall include aircraft registration, names, addresses, contact information, and all other pertinent information. When a written report of an accident is required by Federal Aviation Administration (FAA) Regulations, a copy of such report will be submitted to the Airport Director, in lieu of the report required above.

300.5 Refusal of Clearance

The Airport Director may delay or restrict any flight or other operations at the Airport of any aircraft not in compliance with applicable Federal Aviation Regulations.

300.6 Closing of Field

In the event the Airport Director believes the conditions of the Airport or any part of the Airport to be unsafe for landing or takeoff, it shall be within his authority to issue a NOTAM closing the entire airport or any part thereof. The Airport Director shall have the authority to close the Airport as needed for periodic maintenance, repairs, and construction of the Public Airport Facilities.

300.7 Disabled Aircraft

In the event of an aircraft accident, the Airport Authority, through the Airport Director, may, in compliance with FAA and other governmental regulations, and as the circumstances require, move damaged aircraft from the landing areas, ramps, aprons, or other areas at the expense of the owner and without liability for damage resulting from such moving, when the aircraft has been released by the FAA, NTSB, or any other authority having jurisdiction.

300.8 Repairing of Aircraft

a) **General**

All aircraft maintenance, repair, inspection, or alteration activities conducted on the Airport shall comply with applicable FAA regulations, the Airport Minimum Standards, and these Airport Rules and Regulations.

b) **Authorization Required**

No person or entity shall perform aircraft maintenance for compensation or as a commercial activity on the Airport without prior written approval from the Airport Director and in compliance with the Airport Minimum Standards.

c) **Owner-Performed Maintenance**

Aircraft owners/operators may perform preventative maintenance on their own aircraft in accordance with FAA regulations, provided such activities are conducted safely, do not interfere with operations, and comply with all Airport requirements.

d) **Mobile / AOG Maintenance Providers**

Mobile maintenance providers, including Aircraft-on-Ground (AOG) service providers, may operate only with prior approval from the Airport Director and

must comply with all Airport requirements. No permanent presence is allowed without a lease or agreement.

e) **Operational, Safety, and Environmental Compliance**

All maintenance activities shall comply with applicable provisions of these Rules and Regulations and any Airport policies governing safety, environmental protection, fire prevention, and operational control.

f) **Prohibited Activities**

The Airport Director may restrict or prohibit any maintenance activity that creates unsafe conditions, interferes with operations, or violates Airport requirements.

g) **Enforcement**

The Airport Director reserves the right to suspend or terminate any maintenance activity not in compliance with Airport requirements.

h) **Location and Scope of Maintenance Activities**

i. **Flight Line / Ramp Areas**

Maintenance on ramps shall be limited to troubleshooting, minor adjustments, line maintenance, engine run-ups, post-maintenance checks, and activities that cannot reasonably be performed in a hangar.

ii. **Prohibited Ramp Activities**

Major repairs, engine changes, extensive disassembly, or long-term maintenance actions are not permitted on ramps unless approved.

iii. **Unattended Aircraft / Open Condition Restrictions**

Aircraft shall not be left unattended in a partially disassembled condition, including removed cowlings or exposed components. Aircraft may be required to be relocated or secured.

iv. **Hangar Requirement for Major Maintenance**

Major maintenance shall be conducted within an approved hangar unless otherwise authorized.

v. **Housekeeping and Operational Control**

All maintenance must prevent FOD, maintain cleanliness, and not interfere with airport operations.

300.9 Non-Airworthy Aircraft

1. Except as stated in Section 2 below, all non-airworthy or otherwise disabled aircraft, and parts thereof, left anywhere on the airport premises shall be promptly removed by the aircraft owner. A non-airworthy aircraft shall be an aircraft that does not conform to its type certificate and/or is not in a condition for safe operation.
 - a. Aircraft owner shall demonstrate to Authority within five (5) days, upon Authority's reasonable request, that their aircraft is airworthy and in condition for safe operation. Failure to do so will result in the aircraft's removal as detailed in Section 3 below.
2. Should an aircraft become non-airworthy, the Airport Director or his designee may, at his discretion, allow the aircraft to be relocated to an available tie-down space while awaiting maintenance or sale. In this case, the aircraft may be kept in a tie-down space for up to three (3) months from the date of non-airworthiness, provided that the aircraft owner signs or has a signed lease or agreement with the airport, remits the appropriate rent for the occupied space to the airport in a timely manner, and is current on his/her account and all fees and charges due to the Authority.
 - a. At the end of the second month, the Airport Director or his designee shall attempt to contact the aircraft owner, advising him that if the aircraft is not removed within one month, that the aircraft will be removed as described in Part 3 below.
 - b. The transient aircraft ramp located in front of the FBO may not be used for the temporary storage of non-airworthy aircraft as described above.
 - c. The aircraft owner shall at all times be actively attempting to return his or her aircraft to proper airworthiness status in an expeditious manner.
3. If any person refuses to move said aircraft or part thereof as directed by the Authority, said aircraft or part thereof shall be removed by the Authority at the owner's or operator's expense, and without liability to the Authority, Airport Director, its employees, or contractors for damage which may result in the course of, or after such moving.

300.10 Run-Up Procedures

Aircraft at the Airport shall not perform run-up, or engine test operations in any area that would result in a hazard to other aircraft, people, structures, or property, and in no case closer to the Terminal Building than 500 feet.

300.11 Parking of Aircraft

1. No aircraft shall be parked or stored at the Airport except in areas so designated by the Airport Authority.

2. Maintenance Work Performed by Third-Party Entities:
 - a. Any aircraft being serviced by a third-party entity shall not be relocated to an airport tie down, t-hangar, or other airport operations or common-use area that is not assigned to that entity, unless with the express permission of the Airport Director or his designee.
 - b. In the event an entity requires extra space and has obtained the required permission, the entity shall sign a lease or agreement with the airport for the specific space(s) to be occupied and pay the appropriate rent and applicable fees to the airport. Failure to follow any part of this provision shall result in the removal of this aircraft as described in Section 300.9.3.

300.12 Lighting Facility Damage

Any person damaging any light or fixture by means of contract with aircraft or other vehicle 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.

300.13 Categories of Aircraft

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

1. Private
 - a. Privately owned aircraft will be operated non-commercially by owner or owners.
 - b. The aircraft can be used in connection with the owner's business comparable to the owner's use of a private automobile.
 - c. 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.
 - d. A flying club is recognized as a plan for the joint ownership of aircraft and the fair distribution of the cost of maintaining and operating such aircraft. Such operation is not considered to be commercial in nature when so operated. Neither is flight instruction by club members for other club members considered to be commercial in nature as long as there is no profit or for-hire motive involved in the operation.
 - e. An Aircraft owner may receive instruction in his own aircraft by an appropriately rated flight instructor of his choice. Such incidental instruction is not considered a commercial operation.
2. Commercial - aircraft used:
 - a. To carry passengers for hire on local flights.

- b. For rental, hire or charter.
 - c. Student instruction.
 - d. Any aircraft used for commercial purposes and not otherwise covered in these regulations.
3. Certified Air Carriers
- a. Contract: All Federally or State certified Air carriers holding a contract with the Airport Authority for Airport usage.

300.14 Aircraft Equipment Rules

No person shall operate from the Airport any aircraft that is not fully in compliance with all applicable Federal Aviation Administration Regulations.

300.15 Taxiing Rules

1. No person shall taxi an aircraft until he 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 speed.
3. Pilots shall not taxi onto or across any runway until they have assured themselves of proper clearance with any other aircraft.
4. No person shall start or run any engine in aircraft unless a competent person is in the aircraft attending the engine controls. Blocks shall always be placed in front of the wheels before starting the engine or engines unless the aircraft is provided with adequate parking brakes.
5. No person shall run the engine or engines of any aircraft at any location on the Airport in such manner as to cause damage to other people, aircraft, buildings, or property or in such manner to blow paper, dirt or other materials across taxiways or runways in such manner as to endanger the safety of operations on the Airport.

300.16 Landing and Takeoffs

1. Fixed-wing aircraft will land and takeoff on designated areas only as indicated by the prescribed runway and taxiway patterns posted in the Airport Administration Building.
2. When flying in the airport traffic pattern, aircraft shall follow the standard airport traffic pattern regulations established in Chapter 8 of the Airplane Flying Handbook (FAA-H-8083-3C), which stipulates a left-hand rectangular pattern at 1,000 feet altitude above the elevation of the airport surface.
3. Procedures to be used when landing and taking off:
 - a. Procedures shall be as posted and kept current in the Administration Building, and it shall be the responsibility of pilots operating from the airport to be familiar with these rules as they are posted and as they may be amended from time to time by the Federal Aviation Administration.
 - b. Rotorcraft will not operate within 200 feet of any area where light aircraft are parked or operated.
 - c. Prior authorization is required before air ships, dirigibles, motorless aircraft or aircraft with total weight in excess of 130,000 pounds land or take-off at the Airport.
 - d. It is recognized that emergencies or other abnormal conditions may require deviation from the above procedures.

300.17 Tie Downs

A limited number of tie downs are available for aircraft. Usage and fees are to be determined by Airport Director.

400 – FUELING AND INFLAMMABLES

400.1 Cleaning of Aircraft

No person shall use inflammable 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 adequate and readily accessible fire extinguishing apparatus.

The cleaning and washing of aircraft shall be in compliance with the Airport's Stormwater Pollution Prevention Plan (SWPPP) and all applicable environmental regulations.

400.2 Storage

1. No person shall keep or store any inflammable liquids, gases, signal flares or other similar material in the hangars, or in any building on the Airport; provided, that such materials may be kept in an aircraft in the proper receptacles installed in the aircraft for such purpose, or in rooms or areas specifically approved in the aircraft for such storage by the Airport Director, or in underwriters approved safety cans.
2. No person shall keep or store lubricating or waste oils in or around the hangars, provided that such material may be kept in areas specifically designed for oil storage; and provided further, that such material is in sealed cans, containers or receptacles approved by insurance underwriters.
3. Lessee shall provide suitable metal receptacles with self-closing covers for the storage of waste, rags, and other rubbish. All used waste and rags or other rubbish shall be removed by the lessee daily, or in regular scheduled pick-ups, but not later than once each week.

400.3 Doping and Painting

Doping processes shall be conducted only in properly designated fireproofed and ventilated rooms or buildings in which all illuminations, wiring, heating, ventilation equipment, switches, outlets, and fixtures shall be explosion-proof, spark-proof and vapor-proof, and all windows and doors shall open easily.

Painting will not be permitted except in approved areas and in no case will aircraft painting be permitted in the T-Hangars owned by the Airport Authority.

1. Exceptions:
 - a. Fabric patches less than 2 square feet, and/or touch-up work involving the use of not more than one pint of dope are exempt from the above, provided the dope is brushed and not sprayed.
 - b. Minor touch-up or painting of small parts utilizing aerosol spray cans is exempt from the above, provided that the work is done with adequate ventilation and precautions are taken to prevent overspray from contacting any undesired surface.

400.4 Fueling and Defueling Aircraft

1. No aircraft shall be fueled or defueled while the engine is running or being warmed by applications of exterior heat or while such aircraft is in a hangar or enclosed space.
2. No person shall smoke within 100 feet of an aircraft being fueled or being warmed up by applications of exterior heat, or while such aircraft is in a hangar or enclosed space.
3. No person shall operate any radio transmitter or receiver or switch electrical appliances off or on in an aircraft during fueling or defueling.
4. During refueling the aircraft and the fueling dispensing fueling apparatus shall both be grounded by an approved method.
5. No person shall use any material or equipment during fueling or defueling of aircraft which is likely to cause a spark or ignition.
6. A fire extinguisher shall be within ready reach of persons engaged in fueling or defueling of aircraft. Each aircraft fuel servicing tank vehicle shall have two listed fire extinguishers, each having a rating of at least 40-B:C and a minimum capacity of 9.0 kg (20 lb.) of dry chemical agent, with one extinguisher mounted on each side of the vehicle.
7. No person shall start the engine of any aircraft when there is any gasoline on the ground under such aircraft.
8. Fueling hoses and equipment shall be maintained in a safe, sound and non-leaking condition.
9. All hoses, funnels and appurtenances used in fueling and defueling operations shall be equipped with grounding device to prevent ignition of volatile liquids.
10. 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 a cabin attendant is present at or near the cabin door.

11. Persons engaged in the fueling and draining of aircraft shall exercise care to prevent overflow of fuel. Persons responsible will take proper measures to remove volatile liquids when spilled during transfer.
 - a. The use of plastic containers and funnels for refueling aircraft is not permitted.
12. Defueling operations shall not be conducted within 150 feet of any building or other aircraft.
13. Additional fueling regulations are contained in *Section D Fueling Regulations* of the Airport Minimum Standards.

400.5 Storage in Apron Area

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

400.6 Liquid Disposal

No fuels, oils, dopes, paints, solvents or acids shall be disposed of or dumped in drains. Any materials of this type that is kept on Airport will be kept enclosed and covered in housing of a design and type that meets the approval of the Airport Director. In any case, aircraft owners performing maintenance accept full liability for the proper disposal of hazardous waste in conformance with Georgia Environmental Protection Division regulations.

500 – PUBLIC AND TENANT USAGE

500.1 Disorderly Conduct

No person shall be allowed upon the Airport while under the influence of narcotic drugs or intoxicating liquor (unless medically prescribed and while attended by a competent person) nor shall any person be permitted to use intoxicating liquor while on the Airport. No person shall commit any disorderly obscene, or indecent act, use obscene language, or commit any act of nuisance, or conduct or engage in any form of gambling.

500.2 Sanitation

No person shall dispose of garbage, papers, refuse or other material on the Airport except in the receptacles provided.

500.3 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; not alter, make additions to or erect any building or sign or make any excavations on the Airport; nor willfully abandon any personal property on the Airport without the prior written approval of the Airport Director and in compliance with the Airport Rules and Regulations, Minimum Standards, and Policies.

500.4 Weapons, Explosives and Inflammable Materials

No person shall carry any firearm, explosives, or inflammable materials on the airport in any other manner than that provided by law except by written permission of the Airport Director.

500.5 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 or by specific direction of the Airport Director.

500.6 Restricted Areas

No person shall enter upon the field area, utilities and service rooms, or other areas as may be designated restricted, except:

1. Persons assigned to duty therein.
2. Persons authorized by the Airport Director.
3. Passengers under the appropriate supervision, entering the apron for the purpose of embarkation or debarkation.
4. Members of the Airport Authority.

500.7 Use of Roads and Walks

No person shall travel at the Airport other than on the roads, walks, or places provided for the particular class of traffic.

No person shall occupy the roads or walks in such a manner as to hinder or obstruct their proper usage.

500.8 Animals

All animals on the Airport premises shall be well-behaved, be appropriately vaccinated, and under the active supervision of their owners. Animals shall be appropriately leashed or contained, and shall not present a danger or hazard to people or aircraft operations.

Owners shall be responsible for the behavior of their animals and shall be responsible for any liability and repair any damage created by said animals. The Airport Director, at his discretion, may prohibit or remove animals from the Airport premises.

500.9 Conduct of Business or Commercial Activity

No person shall engage in any business or commercial activity of any nature whatsoever on the Airport except with the approval of the Airport Authority and under such terms and conditions as may be prescribed by the Airport Authority.

The soliciting of fares, alms or funds for any purpose on the Airport without the permission of the Airport Director is prohibited.

500.10 Open-Flame Operations

No person shall conduct any open-flame operations in any hangar or on the Airport unless specifically authorized by the Airport Director.

500.11 Smoking

No person shall smoke on the Airport apron, in any hangar or shop, service station areas, gasoline storage area or in any building on the Airport, or within 100 feet of any fueling or defueling operation, except in areas specifically designated as a smoking area.

500.12 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, sifting, 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 and shall maintained so that they are not attractants to wildlife. Items that might be susceptible to spontaneous combustion must be handled and disposed of according to recognized fire prevention procedures or fire underwriter's regulations.

500.13 Floor Care

All lessees on the Airport shall keep the floors of the hangars, hangar areas and terminal apron and ramp areas leased by them respectively or used in their operations, clean and clear of oil, grease and other materials or stains except as may be provided to the contrary in any specific leases or contracts.

500.14 Storage of Equipment

No tenant or lessee on the Airport shall store or stack materials or equipment in such a manner as to constitute a hazard to personnel or property.

500.15 Maintenance

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

500.16 Equipment and Miscellaneous in Apron Area

All ramp equipment shall be parked and kept in a neat and orderly manner. No receptacles, chests, cases, storage units, shipping containers, or housing shall remain on the apron, ramp area, or adjacent to any hangars that do not fit in with the general architectural and cleanliness standards of the rest of the installation. Final approval of these items rests with the Airport Director.

500.17 Fire Equipment

All tenants or lessees shall supply and maintain such adequate and readily accessible fire extinguishers as are approved by Fire Underwriters for the particular hazard involved.

500.18 Structural and Decorative Changes

No tenants, lessees or grantees will be permitted to effect structural or decorative changes or additions of any type without prior permission of the Airport Authority with the approval and supervision of the Airport Engineer.

500.19 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 Authority caused by their negligence, abuse or carelessness, or caused by the negligence, abuse or carelessness on the part of their employees, agents, customers, visitors, suppliers or persons with whom they may do business.

500.20 Payment of Charges

All billings are payable upon presentation unless otherwise noted thereon.

500.21 Default in Obligations

When any tenant, user or grantee is formally notified that he is held in default of any written or implied obligation to the Airport Authority, whether it be for breach of performance or service covenants or non-payment, he shall thereafter be billed for expenses incurred to re-establish performance or service, and other costs unless the tenant, use or grantee files with the Airport Director within ten (10) days of receipt of the formal notification a statement that corrective or preventative measures have been initiated and will diligently be carried to completion. If the promises contained in the statement are not fulfilled, the tenant, use or grantee will be considered in absolute default, and appropriate lawful steps shall be taken by the Airport Authority.

500.22 Use of Other Law Enforcement Agencies

In the event that occasions arise that are beyond the capabilities of regular Airport Employees, outside law enforcement agencies shall be called for assistance.

500.23 Special Events

All special events that take place at the Airport shall receive prior approval in writing from the Airport Director and shall be in compliance with the Airport's Special Event Policies.

Special Events include, but are not limited to, filming, music videos, concerts, parties, open houses or fly-ins, airshows, races (e.g., "5K on the Runway), car shows, historic aircraft rides, etc.

Those wishing to host special events at the airport shall provide proof of insurance, crowd control plans, security plans, applicable permits, and all other information requested by the Airport Director. Non-Aeronautical events requiring closure of Airport Facilities shall receive prior approval from GDOT.

600 – SCHEDULE OF CHARGES

600.1 Certificated Air Carriers

Reserved.

600.2 Private and Commercial Aircraft

Rates for the rental of T-Hangar units and public parking areas will be set by the Airport Authority or its designated agent and reviewed periodically at their discretion. The terms and fees for such operations are to be agreed upon and a certificate showing the scope of operations which are authorized by the Airport Authority can be obtained by persons or firms desiring to enter into such an agreement.

600.3 Landing Fees – Private Aircraft

There is no landing fee currently established for private or business aircraft at the Airport.

600.4 Commercial Activities

No aircraft owner or aviation organization shall engage in any commercial activities of any type at the Airport unless prior permission, certification, and a written agreement is obtained from the Airport Authority and on terms fixed by the Airport Authority.

700 – SPECIAL REGULATIONS PERTAINING TO USE OF HANGARS LOCATED AT THE PAULDING NORTHWEST ATLANTA AIRPORT

These special regulations govern operations in hangar units. In event of violation of these special regulations continuing after notice, the individual, firm or corporation will vacate the premises within thirty (30) days of mailing of written notice from the Airport Director.

700.1 Regulations Applicable to All Hangars Located at the Paulding Northwest Atlanta Airport

1. Hangar units are for the storage of airworthy aircraft only. Hangars shall be used in compliance with the Federal Aviation Administration's Hangar Use Policy, which may be found online at https://www.faa.gov/airports/airport_compliance/hangar_use, as may be amended from time to time.
2. Automobiles may be parked in designated areas or inside leased space when not occupied by aircraft or when lessee is on an extended trip, but in no event shall hangars be used for the primary purpose of storing vehicles. The storage of boats, recreational vehicles, or campers in any hangar is prohibited.
3. Tenants may not store waste oil, gasoline or other inflammable materials in hangars except those materials in the normal fuel system of the aircraft. Lubricating oil may be kept as provided in Section 400.2. Tenants may polish or clean aircraft in hangar if inflammables are not used.
4. Commercial activities are not permitted in hangar units, except under provisions of Section 600.4 and in compliance with the Airport Minimum Standards.
5. All tenants must abide by all regulations as prescribed in lease agreement with the Airport Authority.
6. All tenants must follow all Airport Rules and Regulations, Minimum Standards, and Policies on the Airport prescribed by the Airport Authority.

700.2 Regulations Applicable to Hangars Owned by the Paulding County Airport Authority

1. Tenants must report any malfunctioning of doors or hangar equipment owned by the Airport Authority to the Airport Director's office promptly.
2. Tenants may not alter, nor build additions to airport-owned hangar units without written permission from the Airport Director.
3. Tenants may not sublet any portion of any hangar unit owned by the Airport Authority for any purpose.

800 – AIRPORT SECURITY

800.1 Airport Security

1. No person shall enter any restricted area of the airport as being closed to the public without permission, except for persons assigned to duty therein or authorized representatives of the Airport.
2. No person shall enter upon the public landing area or ramp and apron area without permission, except persons assigned to duty therein, authorized representatives of the Airport, aircrews, or passengers, entering upon the public ramp and apron areas for the purpose of embarkation or debarkation.
3. No vehicles allowed on any ramps, taxiways, or runways without prior permission from the Airport Director.
4. No vehicles allowed on the T-Hangar Ramps or Aircraft Tie-Down Ramps except Aircraft Owners' vehicles. All Aircraft Owners' Vehicles must be parked in designated areas except for loading and unloading.
6. No unattended vehicles will be parked or stored on any aircraft ramp. Vehicles must use designated parking areas.
7. Any changes on Airport property are always subject to challenge for identification purposes at any times by the Airport Director or airport employees.
8. Hunting or discharge of any weapon upon airport property is prohibited, except for animal control purposes approved by a state game warden, or the Georgia Department of Natural Resources. Such hunting shall be supervised by the Airport Director.

900 – SEALS

The foregoing rules and regulations revised by the Paulding County Airport Authority on **March 18, 2026.**

Chairman:

A handwritten signature in blue ink, consisting of a large, stylized initial 'K' followed by a long horizontal line extending to the right.

Clerk:

A handwritten signature in blue ink, appearing to read 'Jolanda R. Powell', written in a cursive style.