



City of McMinnville

AIRPORT COMMISSION MEETING

McMINNVILLE CIVIC HALL

200 NE Second Street

Tuesday, September 2, 2014

6:30 p.m.

Chair Jody Christensen

Commissioner Andy Benedict

Commissioner Doug Hurl

Councilor Alan Ruden

Commissioner Brad Berry

Vice-Chair John Lautenbach

Welcome! All persons addressing the Airport Commission will please use the table at the front of the Board Room. If you desire to speak on any agenda item, please raise your hand to be recognized after the Chair calls the item. If you wish to address the Commission on any item not on the agenda, you may respond as the Chair calls for the *“Invitation to Citizens for Public Comment”* agenda item.

AGENDA

1. **CALL TO ORDER** (Chair Christensen)
2. **AIRPORT COMMISSIONER INTRODUCTIONS** (All)
 - Commission introductions and welcome to new commissioner
3. **CONSIDER MINUTES OF THE JULY 1, 2014 COMMISSION MEETING**
 - Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the July 1st meeting.**
4. **OEDD BUSINESS DEVELOPMENT OFFICER INTRODUCTION** (Chair Christensen)
 - Introduction of Mitchell Gee – Region 3 Business Development Officer from the Oregon Economic Development Department (OEDD). Mitchell will speak briefly on the activity around the state at other airports.
5. **MUNICIPAL CODE UPDATE** (Mike Bisset)
 - Review of proposed changes, if any, to Chapter 11 of the City’s Municipal Code.
 - Commission Action Required: **By MOTION and VOTE, the Commission shall make a recommendation to the City Council regarding Chapter 11 of the Municipal Code.**
6. **ITEMS FROM STAFF**
 - A. Airport Manager’s Report (Graham Goad)
 - B. Runway 4-22 Rehab Project Update (Rich Spofford)
 - C. Fly Friendly Program Update (Mike Bisset)

7. **ITEMS FROM COMMISSIONERS**

- A. Commissioner Communications (All)

8. **INVITATION TO CITIZENS FOR PUBLIC COMMENT**

- *This section of the agenda allows for citizens to address the Airport Commission regarding any issue not on the agenda. The Chair will also invite airport users and business owners to report on current activities at the airport. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up at a future meeting.*

9. **ADJOURNMENT**

NOTE: The next Airport Commission meeting will be on **Tuesday, November 4, 2014**
@ **6:30pm** in the Civic Hall Building, 200 NE Second Street.

AIRPORT COMMISSION MEETING

Tuesday, September 2, 2014
6:30pm

Agenda Item 3. **MINUTES OF THE JULY 1, 2014 MEETING**

- Attachment 1: Proposed July 1st minutes.

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McMinnville Airport Commission Meeting Minutes

McMinnville Airport,
Civic Hall
Tuesday, July 1, 2014

1. The meeting was called to order at 6:30pm by Jody Christensen. Commissioners present were, Jody Christensen, Doug Hurl, John Lautenbach, Andy Benedict and Brad Berry. Staff present were Mike Bisset and Rich Spofford (City of McMinnville); and Graham Goad (Airport Manager)
2. The minutes from the February 24, 2014 meeting were reviewed by the Commission, and were approved by motion and vote (with all commissioners voting in favor with no corrections).
3. MUNICIPAL CODE CHAPTER 11 REVIEW
Mike Bisset displayed and reviewed Chapter 11 of the Municipal Code, and explained that it must be re-adopted by the City Council prior to November 7, 2014. There were no questions or comments from the commissioners.
Airport user Alan Zanuzoski asked to speak. Alan stated that he was disappointed that the Commission did not want to change to code before it was re-adopted. He felt there should be more work sessions to present changes. Alan stated that he felt the code, as written, still had many problems and that it gave the Airport Manager too much power. He also stated that he would take this matter to the FAA and he felt the City Council was not qualified to adopt this type of document.
Chair Jody Christensen asked Alan for all his comments in writing prior to the next scheduled meeting of the commission, and noted that his comments would be considered at that time.
4. ITEMS FROM STAFF
 - Graham Goad gave his Airport Manager's report.
 - Rich Spofford talked about the Connect Oregon grant, and noted that it appeared that the City would be successful in getting the grant. He also noted that we had received our first FAA grant for the project, which would be used to start on the project environmental and pre-design work. Commissioner Doug Hurl asked some questions; Commissioner Andy Benedict asked that increasing the strength on the overrun area on the southwest end of runway 4/22 be considered in part of the pre-design work.
 - Mike Bisset announced the resignation of Commissioner Joe Mollahan, and noted that Joe resigned due to his employer's policy about possible conflict of interest.
 - Mike spoke about a meeting he had in May with some residents of Oak Road and Loop Road near the airport to discuss noise issues the residents had with airport traffic. Mike stated that we will be working with Century West to develop a "Fly Friendly" program and noise abatement procedures.

5. ITEMS FROM COMMISSIONERS

- Jody Christensen and John Lautenbach asked about noise complaints, these questions were answered by Mike and Graham.
- Brad Berry stated he had recently visited the airport and looked around and inspected the new deck and wall on the pilots lounge.
- Jody Christensen gave a brief update regarding the disposition of the Evergreen properties.

6. PUBLIC COMMENTS

- Holly Nehls (Konekt Aviation) asked the Commission and City staff if, due to the noise complaints, the upcoming runway project, and talk on a new terminal building, there was any consideration given to the installation of a control tower. Mike Bisset responded that there was no talk of a tower either with the airport consultants or the FAA, and that he felt that there would not be any need for a tower any time in the foreseeable future.
- Holly Nehls asked about a permit process for operating within City limits, and noted that correspondence with the City Manager had not yet been replied to. Mike Bisset said he would follow up on that issue.
- Alan Zanuzoski requested that he be included on any discussion about noise restrictions at the airport. He also requested a meeting with Mike Bisset, and possibly Graham Goad, to discuss how noise issues should be handled.
- Donna Cunningham spoke of her meeting with Mike Bisset and said she felt the helicopters were getting lower and lower in their flight patterns, She thanked the Commission for their time
- Cheryl Ray spoke of the increase in airplane and helicopter noise over the last couple years. Andy Benedict responded with some information and questions about traffic patterns and instrument routes. Doug Hurl asked her to get the "N" number and call the FAA.
- Lora Lyons noted that the Commission was made up of pilots and airport persons, and she asked if the next commissioner could be a representative of concerned citizens. The Commission told her that any resident of the city could apply for the position, and that up to two non-residents (living in Yamhill County) could be appointed to the Commission.
- Paul Groh spoke briefly about increased helicopter noise and felt he may have been targeted for complaining about the noise.

The meeting was adjourned at 7:35 pm

AIRPORT COMMISSION MEETING

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Agenda Item 5. **MUNICIPAL CODE UPDATE**

- Attachment 1: Staff Memo
- Attachment 2: Existing Chapter 11 verbiage

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M E M O R A N D U M

DATE: August 22, 2014
TO: Airport Commission
FROM: Mike Bisset, Community Development Director
SUBJECT: **Municipal Code – Chapter 11**
Review

The City Council adopted the updated Municipal Code Chapter 11 provisions, via Ordinance 4973, at their October 8, 2013 meeting. The code provisions became effective on November 7, 2013, after the 30-day ordinance appeal period ended.

Ordinance 4973 contained the following condition:

“This ordinance will be in full force and effect for a period of one year from the effective date. It will be automatically revoked one year from the effective date unless the City Council reconsiders and reinstates, with or without amendments, the provisions of the ordinance.”

Therefore the updated Chapter 11 language must be reconsidered and reinstated by the City Council prior to November 7, 2014.

A copy of the Chapter 11 provisions is attached for the Commission’s review and consideration.

At their July 1, 2014 meeting, the Commission directed all interested parties to submit any suggested edits to the language to staff on or before August 15th so that the information could be compiled for the Commission’s consideration at the September 2nd meeting. As of the creation of this memo on August 22nd, no comments, questions or suggested edits to the existing Chapter 11 language were received by staff.

Staff recommends that the Commission, upon consideration of any member comments and public testimony received at their September 2nd meeting, recommend that the City Council adopt an ordinance reinstating the current Chapter 11 provisions, without amendments. Additionally, staff recommends that the Commission recommend that the Council not place a sunset date in the new ordinance (Note that the Commission and City Council have the ability to reconsider the Chapter 11 provisions at any time. Thus, the lack of a sunset date in the Ordinance does not preclude future changes to the ordinance language).

The Commission’s recommendation will allow for the City Council to consider and re-implement the Chapter 11 provisions, via ordinance, at their September 23, 2014 meeting. The provisions of the new Ordinance would then become effective on October 24th -- prior to the November 7, 2014 sunset date contained in Ordinance 4973.

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ORDINANCE NO. 4073

An Ordinance modifying the McMinnville Municipal Code provisions regarding the Airport.

RECITALS:

Much of the existing verbiage related to the airport contained in the City's Municipal Code (Chapter 11) is not current and is in need of updating. At a series of three work-sessions (held April 1st, 15th, and 29th), a working group of City staff, various Airport Commissioners, and airport users met to review and update the existing code language.

The resulting draft update to Chapter 11 of the Municipal Code was reviewed by the Airport Commission at their July 30th Airport Commission meeting. At that meeting, after taking input by interested parties in attendance, the Commission unanimously directed staff to prepare an ordinance, incorporating the proposed updates to Chapter 11 of the Municipal Code, for the City Council's consideration.

Notice regarding the City Council's consideration of the proposed ordinance at their September 24, 2013 meeting was sent to the Airport Commission, and to all interested Airport users.

Having considered the language of the proposed ordinance (attached hereto) at their September 24, 2013 meeting, and having requested the addition of language that requires the ordinance to be reviewed in one year (which language has been incorporated), the Council finds it is in the best interests of the City of McMinnville to approve the updates to the Municipal Code regarding the Airport.

Now, therefore, THE CITY OF McMINNVILLE ORDAINS AS FOLLOWS:

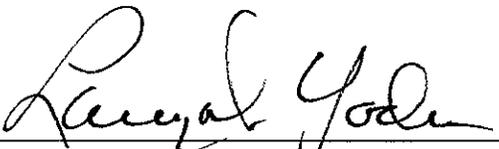
1. That the current Chapter 11 of the McMinnville Municipal Code is repealed in its entirety and the attached language will be incorporated into the McMinnville Municipal Code at Chapter 11.
2. This ordinance will be in full force and effect for a period of one year from the effective date. It will be automatically revoked one year from the effective date unless the City Council reconsiders and reinstates, with or without amendments, the provisions of the ordinance.

Passed by the Council this 8th day of October 2013 by the following votes:

Ayes: Hill, Jeffries, Menke, Ruden, Yoder

Nays: _____

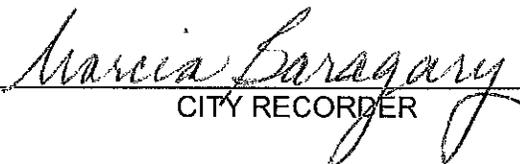
Approved this 8th day of October 2013.



 MAYOR
 COUNCIL PRESIDENT

Approved as to form:

Attest:



 CITY RECORDER



 CITY ATTORNEY

Title 11

AIRPORT¹ AND AIRCRAFT

Chapters:

<u>11.01</u>	<u>Definitions</u>
<u>11.04</u>	<u>Federal Regulations</u>
<u>11.08</u>	<u>Administration</u>
<u>11.10</u>	<u>Property Regulations</u>
<u>11.12</u>	<u>Ground Rules</u>
<u>11.16</u>	<u>Taxiing</u>
<u>11.20</u>	<u>Landing and Takeoff</u>
<u>11.28</u>	<u>Miscellaneous Regulations, Enforcement, and penalties</u>

Chapter 11.01

DEFINITIONS

Sections:

11.01.010 Definitions.

11.01.010 Definitions. All words and phrases used in this chapter shall have the following meaning, unless the context requires otherwise. All definitions contained within the Federal Aviation Act of 1958 and all amendments thereto are incorporated herein. All definitions herein shall be interpreted consistently with the Federal Aviation Act of 1958 and all amendments thereto.

A. "Aircraft" means a device that is used or intended to be used for flight in the air, including, but not limited to, an airplane, sailplane, glider, helicopter, gyrocopter, ultralight, balloon, or blimp.

B. "Aircraft movement areas" at McMinnville Municipal Airport are defined as the numbered runways, lettered taxiways and other areas of the airport utilized for taxiing, takeoff and landing of aircraft. The movement area does, however, exclude the aircraft parking areas, the loading ramp, and the taxiways serving the general aviation hangar storage area.

¹For statutory provisions on municipal airports, see ORS 836.200 etseq.

C. "Airplane" means an engine-driven fixed-wing aircraft heavier than air, that is supported in flight by the dynamic reaction of the air against its wings.

D. "Airport" means any and all of the properties owned and controlled by the City of McMinnville, Oregon, being used as a public airport and located in Yamhill County, Oregon, at latitude 44/11.67'N, and longitude 123/08.16'W.

E. "Airport Administrator" means the City Manager or his/her designee. This person shall have the authority to appoint an Assistant Airport Administrator and Airport Manager.

F. "Airport Commission" means the body made up of six persons appointed by the City Council, and a City Council liaison, to provide advice to the Airport Manager, Airport Administrator, and to the City Council on management, care, and control of the Airport; required rules and regulations in connection therewith; and the expenditure of such funds as shall be appropriated by the McMinnville City Council.

G. "Airport Manager" means the person with the right to exercise all of the authority granted by the Airport Administrator in the physical operation of the Airport for aeronautical purposes, airport property farming activities, and the enforcement or application of these rules subject to the paramount right of the Airport Administrator to supervise or overrule his/her action, inaction, or decision. The Airport Manager may appoint an authorized agent to serve as Assistant Airport Manager.

H. "Airport Use Agreement" means the written agreement between the City and a Person specifying the terms and conditions under which the Person may conduct commercial aviation activities, special events, and/or demonstrations at the Airport. The Airport Administrator shall have authority to issue Airport Use Agreements.

I. "Commercial Activity" means the conduct of any aspect of a business or concession on the airport for revenue.

J. "Emergency aircraft" means those aircraft landing because they are mechanically disabled or are providing emergency medical or rescue services.

K. "Land Lease" means the written contract between the City and a person/business enterprise specifying the terms and conditions under which a person may occupy and operate from certain Airport facilities and/or property.

Chapter 11.04

FEDERAL REGULATIONS

Sections:

- 11.04.010 Federal Aviation Regulations.
- 11.04.020 Conformance required.
- 11.04.030 Use of airport subject to regulation.

11.04.010 Federal Aviation Regulations. A. The Federal Aviation Act of 1958, as amended, authorized the Federal Aviation Administrator to prescribe air traffic rules and regulations governing the flight of aircraft.

B. The Federal Aviation Regulations promulgated by the Federal Aviation Administrator cover all flights on or in the vicinity of McMinnville Municipal Airport, and, by reference, the Federal Aviation Regulations are incorporated into this title.

C. Aircraft operators, pilots and other users of the airport are required to be familiar with the Federal Aviation Regulations, and, in particular, Part 91 General Operating and Flight Rules, of said regulations.

11.04.020 Conformance required. All aeronautical activities at the McMinnville Municipal Airport, and all flying of aircraft departing from or arriving at the airport, shall be conducted in conformity with the current pertinent provisions of the Federal Aviation Regulations, Oregon state law, the McMinnville Municipal Code, and all other applicable laws, regulations, and ordinances.

11.04.030 Use of airport subject to regulation. Subject to applicable orders, certificates, or permits of the FAA, no person shall use the airport or any portion thereof, or any of its improvements or facilities, for revenue-producing commercial business or aeronautical activities unless and until he or she has first complied with the city code, applicable ordinances, and the adopted Minimum Standard for Commercial Aeronautical Activities.

Chapter 11.08

ADMINISTRATION

Sections:

- 11.08.010 Airport Administrator's Powers and Duties.
- 11.08.020 Airport Manager's Powers and Duties.
- 11.08.030 Removal of Aircraft or Parts.
- 11.08.040 Commercial Activity Authorization
- 11.08.050 Airport use - City held harmless.

11.08.010 Airport Administrator's Powers and Duties. A.

The Airport Administrator is empowered to oversee the operations of the McMinnville Municipal Airport and to apply and enforce the provisions of this title. The rules contained in this title are supplemental to the Federal Aviation Regulations and apply specifically to McMinnville Municipal Airport.

B. General information relative to McMinnville Municipal Airport is provided in this title and the Airport Administrator is authorized to publish the rules and additional explanatory material. Additional explanatory information is published solely for the convenience of and assistance to pilots, is advisory only, and shall not modify any rule or regulation of the Federal Aviation Agency or of the city. The Airport Administrator may post signs at the airport which state or apply the rules, regulations, orders, or instructions. Each person on the airport shall comply with all rules, regulations, and signs posted by the Airport Administrator pursuant to this chapter.

C. In any contingency or emergency not specifically covered by these rules, the Airport Administrator is authorized to make such decisions as necessary.

D. The Airport Administrator may issue Airport Use Agreements for special events and/or demonstrations, provided FAA requirements are met, and no such event or demonstrations shall be conducted by anyone without prior written permissions.

11.08.020 Airport Manager's Powers and Duties. The

Airport Manager shall represent the city at all times, in regard to the McMinnville Municipal Airport. He/she:

A. Shall at all times have authority to take such action as may be necessary to safeguard the public in attendance at the airport. Every person on or using the airport shall cooperate to enforce these rules and to see that all persons on the premises use care and caution to prevent injury to persons or damage to property;

B. May suspend or restrict any or all operations without regard to weather conditions whenever such action is deemed necessary in the interest of safety;

C. May suspend, as a means of safeguarding this airport and the public, the privileges of the airport and its facilities to any person refusing to comply with these rules. Persons suspended under this provision shall have the right to appeal the suspension to the City Manager;

D. Shall have authority to restrict operations to such portion or portions of the airport as he/she may deem necessary or desirable. Any part of the airport temporarily unsafe for aircraft operations which is not available for any cause shall be clearly marked in accordance with recommendations of the FAA.

11.08.030 Removal of Aircraft or Parts. Upon demand made by the Airport Administrator to the owner or operator of any abandoned or disabled aircraft or parts wrongfully or improperly left on airport property, it shall be the duty of the owner or operator to remove the aircraft or parts at his/her expense.

A. If, after demand, the owner or operator fails or refuses to remove the aircraft or parts within a reasonable time, as determined by the Airport Manager, based on the circumstances and conditions of hazard or nuisance created by the aircraft or parts, the Airport Manager shall impound and store the aircraft or parts. The cost of removal and storage shall be a charge against the owner or operator of the aircraft or parts. The aircraft or parts will be released to the owner or operator upon payment in full of the charges;

B. In the event that the Airport Administrator cannot locate or is unable to communicate with the owner or operator of the aircraft or parts, he/she shall, at his/her sole discretion, determine whether or not the aircraft or parts pose a sufficient hazard to aircraft activity to require prompt and orderly removal. The cost of removal and storage of an aircraft or parts shall be a charge against the owner or operator;

C. The Airport Administrator shall give written notice of the removal and storage of an aircraft or parts to the registered owner. In the event that more than sixty days passes after the giving of written notice, the Airport Administrator may, at his/her discretion, proceed to sell the aircraft or parts for the cost of removal and storage;

D. The City shall not be liable for the cost of removal, storage, or any damage which may be incurred due to the provisions of this title.

11.08.040 Commercial Activity Authorization. All commercial activity at the airport will conform to the adopted Minimum Standards for Commercial Aeronautical Activities. When the Airport Administrator determines that a person is engaged in or proposes to engage in commercial activity at the Airport, the Airport Administrator may grant that person permission to do so; may issue that person an Airport Use Agreement with restrictions or conditions; may require the person to enter into a land lease or agreement; or may, with good cause, deny the permission. The Airport Administrator will consider the following conditions in determining if a commercial aeronautical activity will be authorized to conduct business:

A. The impact of the new commercial activity on public safety and convenience. The Airport Administrator will impose conditions and restrictions necessary to ensure safety in the air and on the ground, and to preserve unobstructed traffic patterns and runway approaches.

B. The amount of space at the Airport, the customary uses of the Airport, and the compatibility of the new commercial activity with present and planned development at the Airport.

C. Whether the new commercial activity complies with federal, state, and local laws and regulations, including land use regulations.

D. Whether the new commercial activity is conducted for profit or not for profit and its promotion of aviation, safety or education.

11.08.050 Airport Use - City Held Harmless. The privilege of using the airport and its facilities shall be conditioned on the assumption by the user of full responsibility and risk for the use, and the user releases and agrees to hold the city and its officers, employees, and agents, harmless, and to indemnify them from any liability or loss resulting from the use.

Chapter 11.10

PROPERTY REGULATIONS

Sections:

11.10.010 City not liable.

11.10.020 Damage, injurious activities and abandonment prohibited.

11.10.030 Damage to airport property - Compensation

11.10.010 City not liable. The city assumes no responsibility or liability for loss, injury, or damage to persons or property on the airport or for using airport facilities, including but not limited to fire, vandalism, wind, flood, earthquake, or collision damage.

11.10.020 Damage, injurious activities and abandonment prohibited. A. No person shall destroy, injure, deface, or disturb in any way, any building, sign, equipment, marker, structure, or other airport premises;

B. No person shall conduct activities that are injurious, detrimental, or damaging to the airport property, business of the airport, or persons;

C. No person shall abandon personal property at the airport.

11.10.030 Damage to airport property - Compensation. Any person causing or liable for any damage to airport property shall be required to pay the City on demand the full cost of repairs to the damaged property.

Chapter 11.12

GROUND RULES

Sections:

- 11.12.010 Fire regulations.
- 11.12.020 Aircraft parking--Designated Areas.
- 11.12.030 Aircraft parking--Fee.
- 11.12.040 Aircraft parking--Special Events.
- 11.12.050 Taxiways.
- 11.12.060 Entering parking area or apron.
- 11.12.070 Chocking or tying down.
- 11.12.080 Vehicles prohibited on runways, taxiways and apron.
- 11.12.090 Accident procedures

11.12.010 Fire regulations. All persons using the airport area or the facilities of the airport for any purpose whatsoever shall comply with the state adopted fire code, which is enforced by the city Fire Department.

11.12.020 Aircraft parking--Designated Areas. Aircraft shall only be parked in designated areas, unless otherwise approved by the Airport Manager.

11.12.030 Aircraft parking--Fee. Fixed base operators may charge such reasonable fees for use of the leased facilities. Appeals of fee amounts may be made to the Airport Administrator.

11.12.040 Aircraft parking--Special events. For special events, aircraft shall be parked only in areas designated by the Airport Manager for this purpose.

11.12.050 Taxiways. Taxiway areas on the concrete apron, as designated on lease maps, shall be maintained open to taxiing aircraft at all times, and no aircraft shall be parked in taxiway areas or left unattended in a manner that will interfere with the free flow of traffic.

11.12.060 Entering parking area or apron. No persons except pilots, duly authorized personnel, passengers, or other persons personally escorted by pilots or authorized personnel, shall be permitted to enter the apron area of aircraft activity or parking. Any person permitted by this section to be on the

apron area is limited to necessary use of the space in connection with flights or routine duties.

11.12.070 Chocking or tying down. It is the pilot's responsibility to properly chock or tie-down the aircraft.

11.12.080 Vehicles prohibited on runways, taxiways and apron. Motor vehicles shall not be driven onto the apron, taxiways or runways without the express permission of the Airport Manager.

A. All authorized vehicles and equipment operating in the aircraft movement area shall be equipped with a flashing yellow or orange light(s) visible to taxiing or operating aircraft. Additionally, while in the aircraft movement area, all vehicle and equipment operators shall have a two-way VHF radio tuned to the airport's Common Traffic Advisory Frequency (CTAF);

B. Automobile parking shall be in designated areas, and/or as allowed by land leases;

C. In the general aviation T-hangar area, the paved ways are taxiways, not streets, and taxiing aircraft have the right-of-way. Automobiles shall not be left standing on these taxiways. Pilots and aircraft owners driving on taxiways for the purpose of reaching a T-hangar shall park on the entrance way to the T-hangar, maintaining a clearance of twenty-five feet from the centerline of the taxiway.

11.12.090 Accident procedures. A. Persons involved in aircraft accidents occurring at the airport shall make a full report to the Airport Manager as soon as possible after the accident. For the purposes of this section, an aircraft accident shall include any event involving an aircraft that results in property damage or personal injury.

B. Any person damaging airport property shall be fully responsible to the City for the cost of repairs.

C. Every pilot and aircraft owner shall be responsible for the prompt removal of any disabled aircraft or parts thereof, subject to accident investigation procedures.

Chapter 11.16

TAXIING

Sections:

11.16.010 Preparation for takeoff.

11.16.020 Runway use on takeoff and landing.

11.16.010 Preparation for takeoff. All airplanes preparing for takeoff shall use the appropriate taxiway for the purpose of taxiing to the ends of runways for takeoffs. All takeoffs shall be from designated runways.

11.16.020 Runway use on takeoff and landing. All landing airplanes returning to the flight line shall leave the runway on the first available taxiway which is practical in order to keep the runways clear for approaching aircraft.

Chapter 11.20

LANDING AND TAKEOFF

Sections:

- 11.20.010 Landing / takeoff permit.
- 11.20.020 Permit-Exemptions.
- 11.20.030 Permit-Issuance-Procedure.
- 11.20.040 Permit-Issuance-Criteria for consideration.
- 11.20.050 Permit-Issuance authority of City Manager.
- 11.20.060 Violation of Sections 11.20.010 through 11.20.060--Penalty.

11.20.010 Landing / takeoff permit-Required. The landing and/or takeoff of aircraft within the corporate limits of the city, except for at the McMinnville Municipal Airport, is expressly forbidden unless a permit has first been obtained from the city.

11.20.020 Permit-Exemptions. The prohibition set forth in Section 11.20.010 does not apply to emergency aircraft landing and/or taking off within the city.

11.20.030 Permit-Issuance-Procedure. A person or business firm desiring to land and/or take off an aircraft within the city, at a location other than at the McMinnville Municipal Airport, shall first obtain a permit from the city. The procedure is as follows:

A. For all permits pertaining to a single flight or for duration of one day or less, a permit may be issued by the City Manager after the factors to be considered in Section 11.20.040 are addressed. The City Manager shall prepare an application form to obtain the required information.

B. All permits of duration longer than one day shall be issued after receipt of an application which provides information concerning the factors to be considered. This application form shall be prepared by the City Manager. No permit shall be issued for more than one year. A renewal of a permit may be granted by the City Manager, provided no complaints have been received.

C. All applications must include written permission from the owner of the property which the aircraft will be landed on and/or taken off from.

11.20.040 Permit-Issuance-Criteria for consideration. The City Manager shall consider the following factors when granting a permit:

A. Landing / take off site to be used and its geographic relationship to commercial, industrial and residential buildings, and population concentrations;

B. Flight path of aircraft and its relationship to commercial, industrial and residential buildings, plus populations centers, and to any hazards that would endanger the citizens of the city (i.e., high tension wires, etc.);

C. Frequency and duration of the flights, and hours of operation;

D. Previous history of compliance with permit regulations, if applicable;

E. Creation of noise which may be harmful to the mental or physical well-being of the citizens of McMinnville.

11.20.050 Permit-Issuance-Authority of City Manager. A permit shall be applied for on a form provided by the City Manager not less than ten days prior to the date on which the flight(s) will occur. The factors to be considered shall be addressed by the applicant. In granting or denying a permit, the City Manager shall state the reasons for the action taken and notify the applicant.

11.20.060 Violation of Sections 11.20.010 through 11.20.060-Penalty. Any person or firm violating any provisions of Sections 11.20.010 through 11.20.060 shall, upon conviction in the municipal court, be punished by a fine of not more than five hundred dollars. Trial shall be before the judge of the court without a jury.

Chapter 11.28

MISCELLANEOUS REGULATIONS, ENFORCEMENT, AND PENALTIES.

Sections:

11.28.010 Public intoxication prohibited.

11.28.020 Enforcement of provisions.

11.28.030 Violation-Penalty.

11.28.010 Public intoxication prohibited. It is unlawful for any person to be in an intoxicated condition or under the influence of any illegal substance on airport property.

11.28.020 Enforcement of provisions. Any duly elected or appointed peace officer or police officer of the city, county or state, shall have the authority and power to enforce any provisions of this chapter on airport property, and to make arrests for violations of this chapter.

11.28.030 Violation-Penalty. Any person operating or handling aircraft on or in the vicinity of the airport, or traveling on airport property by foot, automobile, bicycle, motorcycle, or other conveyance, or occupying any building or otherwise using the airport for any purpose whatsoever, shall comply with the rules as set forth in this title. Any person violating any portion of this title shall, upon conviction in the municipal court, be punished by a fine not to exceed the sum of \$250.00, and may be subject to all other lawful penalties.

AIRPORT COMMISSION MEETING

Tuesday, September 2, 2014
6:30pm

Agenda Item 6B. **RUNWAY 4-22 REHAB PROJECT UPDATE**

- Attachment 1: ConnectOregon V press release w/ project grant awards

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From: [Oregon Department of Transportation](#)
To: [Mike Bisset](#)
Subject: Commission approves 36 of 37 recommended multimodal projects
Date: Friday, August 22, 2014 1:08:59 PM

Having trouble viewing this email? [View it as a Web page.](#)



Aug. 22, 2014

For more information: Dave Thompson, (503) 820-8061

SALEM – After considering input from the public at a hearing in July and reviewing a large volume of written comments, the Oregon Transportation Commission today approved 36 multimodal projects from around the state for \$40,369,189 in funding, provided by the ConnectOregon V program (brief list below). The commission did not approve, by a vote of 3 - 2, a project submitted by the Port of St. Helens to reconstruct Berth 2 - Beaver Dock. The commission will consider at a future meeting how to distribute the remaining funds in the program.

Other than the Port of St. Helens Berth 2 project, the list of recommend projects from the Final Review Committee was unchanged by the commission. For ConnectOregon V, there were 104 applications requesting a total of \$124,386,927 million. Each application was evaluated and ranked by several stakeholder groups, including modal committees and regional committees, before going to the final review committee.

ConnectOregon focuses on improving connections and supporting local economies throughout the state. Dedicated to non-highway projects, ConnectOregon was first approved by the Oregon legislature in 2005 and has funded more than 130 marine/ports, aviation, public transit, and rail projects around the state. For ConnectOregon V, bicycle/pedestrian projects were also eligible to compete for funds.

For more about the program and process, including links to applications, visit the ConnectOregon website, <http://www.oregon.gov/ODOT/TD/TP/pages/connector.aspx>.

Applicant	Project	Request Amount	Awarded Amount
City of Redmond	Runway rehab	\$1,225,812	\$1,225,812
Lane Transit District	W. 11 th bike/ped	\$2,866,644.80	\$2,866,644.80
Port of Coos Bay	Rail tunnel rehab	\$2,000,000	\$2,000,000
City of Madras	Airport improvement	\$792,000	\$792,000
City of Tualatin	Greenway Trail	\$1,585,800	\$1,585,800
Port of St. Helens	Berth 1 extension	\$2,000,000	\$2,000,000
Port of St. Helens	Berth 2 reconstruction	\$2,000,000	\$2,000,000
Port of Astoria	Runway rehab	\$480,000	\$480,000
City of Burns	Taxiway reconstruction	\$216,600	\$216,600
Lane Transit District	Franklin Blvd. stations	\$648,000	\$648,000
City of Bend	Bend Airport	\$326,700	\$326,700
Columbia River Pilots	Columbia River clearance	\$949,608	\$949,608
LRY, LLC	Lakeview Spur expansion	\$783,680	\$783,680
White's Hauling	Rail siding	\$842,320	\$841,320
City of Medford	Larson Creek segment	\$868,000	\$868,000
City of Brookings	Runway safety areas	\$400,000	\$400,000
Grant County Trans.	Facility enhancement	\$120,000	\$120,000
Benton County	Corv – Albany Trail	\$4,800,000	\$2,000,000
Port of Toledo	Yaquina boat haul-out	\$4,673,000	\$4,673,000
City of McMinnville	Runway rehab	\$786,083.20	\$786,083.20
Basin Transit	Bus purchase	\$640,000	\$640,000
Peninsula Terminal	Warehouse	\$311,642.50	\$311,642.50
City of Rainier	A-St. Safety/Rail	\$2,996,264	\$2,996,264

City of Hermiston	Airport taxiway	\$300,000	\$300,000
Lake County	Runway improvements	\$590,973.60	\$590,973.60
Josephine County	Airport improvements	\$204,000	\$204,000
Morrow County	Airport improvements	\$17,926.40	\$17,926.40
Port of Portland	Terminal electronics	\$1,440,000	\$1,440,000
Comm Conn NE Ore.	Bus barn	\$282,470.24	\$282,470.24
Tri-Met	Westside Bike/Ride	\$1,510,948.97	\$1,510,948.97
Christmas Vall. Trans.	Taxiway improvements	\$659,100	\$659,100
Port of Morrow	Cold storage facility	\$6,000,000	\$6,000,000
Grant County	Airport master plan	\$16,000	\$16,000
Malhuer Council/Aging	Multimodal facility	\$140,000	\$140,000
Jackson County	Airport equipment storage	\$500,000	\$500,000
Union County	Airport master plan	\$52,000	\$52,000
Combined Transport	Transload expansion	\$644,615.92	\$644,615.92
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