

RESOLUTION NO. AIR-001

**A RESOLUTION OF THE PICKENS COUNTY AIRPORT AUTHORITY  
BOARD OF DIRECTORS TO ADOPT UPDATED AIRPORT RULES AND  
REGULATIONS**

**WHEREAS**, the Pickens County Airport Authority (the “Authority”) was created in 2006 by local act of the Georgia General Assembly (SB 664; Act No. 483; Ga. Laws 2006, p. 3645) known as the “Pickens County Airport Authority Act” (herein referred to as the “Act”); and

**WHEREAS**, pursuant to the Act, Section 5 (Powers), subsection (2), the Authority is empowered to, among other things: (i) regulate, protect and police the airport and all related activities and facilities; and (ii) promulgate any orders for the use of the property or services of the Authority; and

**WHEREAS**, the Authority Board has previously adopted Rules and Regulations, including those rules and regulations adopted on June 8, 2011, to apply to all users of the airport, to promote the safe and efficient use of the airport, and to otherwise protect the safety of persons and property, both on the ground and in the air; and

**WHEREAS**, the Authority Board desires to update and revise the rules and regulations applicable to the airport.

**NOW THEREFORE BE IT RESOLVED** by the Authority Board, this 19<sup>th</sup> day of February, 2024, as follows:

1. The Pickens County Airport Authority Rules and Regulations as previously adopted by the Authority Board are hereby abolished and shall be replaced, in their entirety, with the Minimum Operation Standards & Rules and Regulations – Pickens County Airport KJZP (the “Rules and Regulations”) as set forth in Exhibit A, attached hereto and incorporated herein by this reference.
2. The Airport Manager is hereby directed to publish these updated Rules and Regulations to the airport’s website, post notice with an updated copy of these Rules and Regulations at the airport’s administrative facilities, and otherwise provide reasonable notice to all users of the airport that the applicable Rules and Regulations have been updated.
3. This Resolution shall be effective immediately upon adoption by the Authority Board.

**PICKENS COUNTY AIRPORT AUTHORITY**

By: Ed Wood  
Ed Wood, Interim Chairman

ATTEST: [Signature]  
Authority Secretary

**EXHIBIT A**

**Minimum Operation Standards  
&  
Rules and Regulations  
Pickens County Airport KJZP  
Pickens County, Georgia**

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## Pickens County Airport Authority Act

The Pickens County Airport Authority (PCAA), Jasper Georgia, hereby adopts and approves the following Rules and Regulations for the operation and use of Pickens County Airport located at 193 Airport Road, Jasper Georgia 30143

The Airport Authority has, at all times, the authority to take such reasonable action as may be necessary to enforce these regulations and to efficiently manage the Airport and its operations. In any contingencies not specifically covered by these rules and regulations, the Airport Authority or its designated agent is authorized to make such reasonable rules, orders, and decisions as may be necessary and proper.

The use of the Airport or any of its facilities in any manner shall create an obligation on the part of any user thereof to obey all the regulations herein provided and adopted by the Airport Authority.

The Airport Authority has established these minimum standards and rules and regulations to be met by all users to provide safe and efficient use of the airport and to otherwise protect the safety of persons and property both on the ground and in the air.

## Pickens County Airport Mission Statement

The mission of the Pickens County Airport is to provide a safe, secure, and cost-effective environment that promotes general aviation while contributing to economic growth for Pickens County by combining principles of safety, service, and effective management.

## Section I. Definitions

- 1.1 **Aircraft Owner**- a person or entity holding legal title to an Aircraft, or any person or entity having exclusive possession of an Aircraft.
- 1.2 **Airport**- means Pickens County Airport (KJZP), Jasper GA 30143.
- 1.3 **Airport Tenant**- an individual, partnership, corporation or other business entity, and its agents, employees, representatives, and subtenants which occupies or controls all or part of Airport areas, buildings or other facilities which they lease from the Pickens County Airport
- 1.4 **Airside**- means the runway(s), taxiways, aprons, and other areas of the airport where aircraft operate
- 1.5 **Authority**- means the Pickens County Airport Authority as established April 19, 2006
- 1.6 **FAA**- Federal Aviation Administration
- 1.7 **Fixed Base Operator**- an entity that is authorized and required by agreement with the airport to provide, at a minimum, the following aeronautical activities at the airport:  
1.7.1 Sale of aviation fuel and oil  
1.7.2 Tiedown, hangaring, and parking
- 1.8 **JZP**- means the Pickens County Airport (Jasper)
- 1.9 **Manager**- means the designated Airport Manager as appointed through the Authority
- 1.10 **NOTAM**- means a Notice to Airmen published by the FAA
- 1.11 **Owner**- means the Pickens County Government and/or the Airport Authority.
- 1.12 **PCAA**- Pickens County Airport Authority
- 1.13 **Self-Service and Self Fueling**- The fueling or maintenance of an Aircraft on Airport property, performed by the Aircraft Owner in accordance with the FAA regulations and the Airport's Minimum Operation Standards, and includes the using of fuel obtained by the Aircraft Owner from the source of his or her preference.



## Section II. Minimum Standards for Airport Aeronautical Services

### 2.1. Fixed Base Operating (FBO) Services and Requirements

**2.1.** The minimum standards for the Pickens County FBO shall consist of the following:

**2.1.2-** Provide sufficient hangar, T-hangar, and tie down spaces.

**2.1.3-** The FBO will provide line services, including, but not limited to, fueling of aircraft, ramp parking, and wheel chocks.

**2.1.4-** Maintain the proper inventory and sale of aircraft fuels and lubricants.

**2.1.5-** Accommodation for the convenience of users, including crew and passenger lounge areas and public restrooms.

**2.1.6-** Flight planning and weather equipment and services.

**2.1.7-** Operate, maintain, and repair all equipment necessary to conduct business according to the rules and regulations.

**2.1.8.-** Maintain all leased areas exterior to an acceptable standard.

**2.1.9-** Furnish all applicable services in a fair, equal, and nondiscriminatory manner to all airport users.

**2.1.10-** Abide by all rules, requirements, or mandates placed upon the airport owner by the FAA or the State of Georgia including, but not limited to, the Grant Assurances of FAA grants and the Terms and Conditions of the State of Georgia grants.

**2.1.11-** Pickens County Airport employees will always ensure safe and efficient operations in accordance with FAA Rules, Regulations, and guidance.

### 2.2. Economic Non- Discrimination

**2.2.1-** Pickens County Airport is available for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.

**2.2.2-** Products and services shall be provided on a fair, equal, and non-discriminatory basis to all users of the airport. These products and services shall be provided at fair, reasonable, and non-discriminatory discounts and other similar types of price reductions may be extended to like purchasers and users.

**2.2.3-** The airport may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.

## 2.3.- General Operational Standards

**2.3.1-** The land uses for the Airport shall complement and enhance the aviation aspect of the Pickens County Airport. There shall be a mix of aviation operations, aviation-related uses, as well as commercial and private uses that are properly authorized by the PCAA. These activities shall not be detrimental to the health and welfare of the Airport, adjacent business and residential communities by noise level or by the emission of odors, dust, smoke, or fumes.

**2.3.2-** No person shall destroy, injure, deface or disturb in any way any building, sign, equipment, marker or other structure, trees, lawn or other property on the Airport; nor alter, make additions to any building or sign or make any excavations on the airport; nor willfully abandon any Personal Property on the Airport.

**2.3.3-** The Airport Manager supplies suitable containers (trash cans, covered barrels, etc.) for the disposal of trash for FBO use only.

**2.3.4-** No entity shall conduct a commercial aeronautical activity unless the entity and the PCAA have entered into a valid agreement authorizing such activity.

**2.3.5-** No operators shall erect, maintain, or display any sign on the leased premises or elsewhere at the airport unless permission is obtained from the PCAA or the Airport Manager. All signage must meet the requirements of the Airport.

**2.3.6-** All operators who dispense fuel, store fuel, and preform aircraft maintenance shall strictly comply with all federal, state, and local laws and regulations concerning the handling, use, and storage of fuel, oil, solvents, chemicals, and other hazardous materials.

**2.3.7-** All aeronautical activities at the airport shall be conducted with due consideration to the safety of all airport users, other persons, and property located at or about the airport.

**2.3.8-** All events with an attendance greater than 25 people shall require the approval of the Airport Manager and required insurance must be obtained by the host of the event.

**2.3.9-** Only aircraft considered airworthy by the FAA or any foreign counterpart shall be allowed to park on the ramp and tie-down area. Temporary permission to park non-airworthy aircraft may be granted by the Airport Manager or the PCAA. Abandoning an aircraft anywhere at the Airport is strictly prohibited.

**2.3.10-** All operators shall follow all reasonable instructions of airport personnel and shall not engage in intimidating, threatening, or disorderly conduct towards the Picken County Airport Authority, Pickens County Board of Commissioners, Pickens County personnel, airport personnel, airport users, and/or airport tenants.



**Failure to comply with Minimum Standards-** Any person violating any of the Airport Minimum Standards may be deprived of the use of the Airport facilities for such period of time as determined by the PCAA.

**Revisions-** These Minimum Standards shall be reviewed from time to time by the Airport Authority and revised as conditions warrant. The revised Minimum Standards shall be binding on any current or prospective providers of aeronautical activities or services from the date the new standards are adopted.

## Section III. Airport Rules and Regulations

### 3.1- Airport Manager

**3.1.1-** The Airport Manager, under the direction of the Authority, is responsible for the general maintenance of the Airport.

**3.1.2-** In the event the Airport Manager believes the condition of, or at, the Airport or any part of the Airport to be unsafe for landings or take-offs, it shall be within his/her authority to issue a NOTAM closing the entire Airport or any part thereof. This shall be filed with the FAA Flight Service Station.

**3.1.3-** The Pickens County Airport shall have the power to adopt, amend and repeal rules and regulations for the operation and maintenance of the airport. Such rules and regulations may include a schedule of fees for the use of the airport.

**3.1.4-** Any person who violates the airport rules and regulations may be punished as provided by law or ordinances or, at the discretion of the Airport Authority, they may be deprived of the use of the Airport facilities for such period of time as may be necessary to be effective. The Pickens County Authority Act (of the Georgia Legislature) provides for enforcement by various legal means.

**3.1.5-** The Airport Manager may delay or restrict any flight or other operations at the Airport of any aircraft not in compliance with applicable Federal Aviation Regulations or PCAA Regulations.

### 3.2- Motor Vehicles

**3.2.1-** Courtesy vehicles are available to airport users upon request. The vehicle must stay within county lines to comply with insurance requirements.

**3.2.2-** No person shall operate any vehicle in a careless or negligent manner, while chemically impaired, or in disregard for the safety of others, or in excess of 10 MPH. All aircraft have the right-of-way.

**3.2.3-** No motor vehicles shall be permitted to park on runways, taxiways, aprons, or ramps without the express permission of the Airport Manager or the PCAA.



**3.2.4-** All motor vehicles must be parked in designated areas as designated by the PCAA and the Airport Manager with the exception of loading and unloading.

### 3.3- Aircraft Operations

**3.3.1-** No person shall operate or maintain any aircraft at the airport except in strict conformity with all ordinances, rules and regulations of the Pickens County Airport, and the regulations of the Federal Aviation Administration and all other applicable laws. All operators of aircraft are responsible for a complete knowledge of all laws, rules and regulations relating to the operation of aircraft.

**3.3.2-** Aircraft shall be parked or stored at the airport only in areas so designated by the Airport Manager and the Airport Authority. Aircraft shall only be parked upon payment of charges imposed by the Airport Authority.

**3.3.3-** A limited number of tie downs are available for aircraft. The Airport Authority determines usage and fees. Owners with leased spaces must provide their own tie down ropes.

**3.3.4-** All aircraft that land and are not currently based at the airport shall check in with the FBO and provide tail number and contact information.

**3.3.5-** All transit aircraft shall park in the spaces that are not marked "reserved". If transit aircraft park in the spaces that are labeled "reserved" their aircraft will be towed to a different location and the owner shall be subject to a \$100 towing fee.

**3.3.6-** Airport operators shall not park or leave aircraft or vehicles on the ramp or the pavement adjacent to any hangar or tie-down area that may obstruct access or use of any designated taxiway or taxi lane.

**3.3.7-** Charges for parking aircraft shall be subject to periodic review and revision. Daily rates shall apply to all aircraft parked overnight. The Airport Manager or the PCAA shall have the authority to detain any aircraft for non-payment of any charges due.

**3.3.8-** Aircraft engines shall be started and run up only in the places designated for such purposes. At no time shall engines be run up when hangars, shop airplanes, or any buildings or persons are in the path of the propeller stream and/or jet exhaust.

**3.3.9-** Aircraft shall be taxied at a safe and responsible speed with due respect for other aircraft, persons, or property.

**3.3.10-** The Airport Manager may find it necessary to move aircraft when the owner or pilot is not present. This could happen to make clearance for movement of larger aircraft, to gain access to the fuel pumps, or to remove aircraft from hangars in an emergency such as a fire, windstorm or another threat to the equipment. The Airport Authority will not be responsible for damages from such movement so long as reasonable care is exercised.



**3.3.11-** No person shall taxi an aircraft until he has ascertained by visual inspection of the area that there will be no danger of collision with any person or object in the immediate area.

**3.3.12-** In the event of a distressed aircraft on the runway, such as a blown tire, there are maintenance crews available 24/7 to remove aircraft from runway. This service is associated with a cost and all information is displayed on our website.

### 3.4- Fire Safety

**3.4.1-** Smoking or lighting of an open flame is prohibited at places with posted signs, within 50 feet of any aircraft and within 50 feet of hangars, fuel trucks, fuel loading stations, or fuel tanks.

**3.4.2-** All tenants of buildings shall maintain the floors of hangars, hangar ramps, and adjacent areas free and clear of oil, grease, and other flammable materials.

**3.4.3-** No person shall dispose of gasoline, oil, solvent or other flammable waste products in any drain, manhole, open ditch, or other airport areas.

**3.4.4-** Each fixed base operator shall institute training programs for employees in the use of portable fire extinguisher equipment and methods of evacuating or relocating occupants of the premises in case of fire or other emergency.

**3.4.5-** Portable fire extinguisher shall not be moved from designated locations for any reason other than as a precaution against an immediate hazard or to be recharged.

**3.4.6-** Access to all fire extinguishing equipment shall be kept free and unobstructed at all times. Portable fire extinguishers shall be inspected periodically by a county approved vendor.

**3.4.7-** Every person who becomes aware of any fire or smoldering combustion or any unwarranted insidious nature which is not confined within equipment designated for fire or which is any hazard to the premises shall report said fire or smoldering combustion without delay to the local fire department.

### 3.5- Fuel Operations

**3.5.1-** All fueling operations shall be conducted by trained personnel in accordance with National Fire Prevention Association (NFPA) 407, Standard for Aircraft Fuel Servicing.

**3.5.2-** The sale of aviation fuel and oil shall be on a concession basis provided by the FBO. Fuel flowage fees shall be paid by the customer to the FBO at rates established in the fixed base operator contracts.

**3.5.3-** During re-fueling, the aircraft and the fuel dispensing apparatus shall both be electrically grounded using the grounding cable provided.

**3.5.4-** Persons engaged in the fueling of an aircraft shall exercise care to prevent overflow of fuel. Persons responsible will take proper measures to remove combustible liquids when spilled during transfer.

**3.5.5-** No aircraft shall be fueled or de-fueled while the engine is running or being warmed by application of external heat, or while such aircraft is in a hangar or enclosed space.

**3.5.6-** No person shall operate any radio transmitter or receiver (including cell phones) or switch electrical appliances off or on in an aircraft during fueling or de-fueling.

**3.5.7-** All hoses, funnels and appurtenances used in fueling and de-fueling operations shall be equipped with grounding devices to prevent ignition of combustible liquids.

**3.5.8-** All fuel dispensing equipment shall be of a modern design and shall be kept in a safe and non-leaking condition.

### 3.6- Assumption of Liability and Financial Responsibility

**3.6.1-** The privileges of using the airport and its facilities shall be conditioned upon the assumption of full responsibility, liability, and risk by the user thereof. The Pickens County Airport and its employees shall not be liable for loss, damage or injury to persons or property arising out of any accident of any nature whatsoever, or from any cause whatsoever, including, but not limited to, fire, theft, vandalism, wind, flood, earthquake, collision, or act of God.

**3.6.2-** Any person who damages an airport light or fixture or any other aviation navigation device shall report such damage immediately to the Airport Manager's office so the safety hazard can be remedied. The person who causes the damage shall be fully responsible for any costs required to repair or replace the damaged property.

### 3.7- Accident Reporting

**3.7.1-** The pilot of an aircraft involved in an accident/ incident on or near the Airport shall make and submit the appropriate written report to the Federal Aviation Administration and/or to the National Transportation Safety Administration and, at the same time, submit a copy of that report to the Airport Manager. In the event that the pilot is unable to do so, the owner of the aircraft or his agent shall make such report.

**3.7.2-** Persons involved in any type of accident/incident not requiring an FAA or NTSB report shall, as soon as possible, make a full written report to the Airport Manager for transmittal to the Airport Authority, which report shall include names, addresses and all pertinent information. Multiple reports from the persons involved are permitted.



### 3.8- Fire Arms, Explosive Devices, and Wildlife

**3.8.1-** No person shall carry any firearm, explosives, or combustible materials on the Airport other than as authorized by law or with written permission of the Airport Manager.

**3.8.2-** Hunting or discharge of any weapon upon airport property is prohibited except for animal control purposes approved by the Airport Manager and a State Game Warden or the Georgia Department of Natural Resources.

**3.8.3-** Pursuant to O.C.G.A. 27-2-31(2) authorized personnel identified by the Georgia Department of Natural Resources are permitted to remove, by lethal methods, white tailed deer from Pickens County Airport, Pickens County, Georgia, as necessary for public safety.

**3.8.4-** If illegal or disruptive events arise that are beyond the control of the regular Airport employees, outside law enforcement agencies shall be called for assistance.

### 3.9- General Rules for Users and the General Public

**3.9.1-** 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 Manager.

**3.9.2-** No person shall dispose of garbage, papers, refuse or other material (trash) on the Airport except in the receptacles provided. Hazardous waste shall not be mixed with non-hazardous trash.

**3.9.3-** No person shall enter any restricted area of the airport posted as being closed to the public without permission except for persons assigned to duty therein or authorized representatives of the Airport Authority.

**3.9.4-** All pedestrians and vehicles shall yield the right of way to aircraft.

**3.9.5-** Unauthorized pedestrians are subject to ejection from the airport.

### 3.10- Hours of Operation

**3.10.1-** The FBO operating hours are seven days a week from 0900-1800L. If FBO services are required after hours there will be a call out fee applied. The FBO will be on Stand-By during all County Observed Holidays.

**3.10.2-** Only Pickens County Airport staff shall have access to the FBO after hours. The bathrooms will remain open to all airport users 24/7.

### 3.11- Regulations

**3.11.1-** Pickens County Airport is operated under the FAA Regulations and Orders.

### 3.12- Amendments

**3.12.1- These Rules and Regulations may be amended by a majority vote at any regular or special meetings of the airport authority.**