

Minimum Business Standards

Effective Oct 1, 2005

Table of Contents

[Section 1 - Preamble and Policy](#)

[Section 2 - Definitions](#)

[Section 3 - Minimum Standards for All FBOs](#)

[Section 4 - Application and Qualifications for Other Business](#)

[Operations](#)

[Section 5 - Action on Business Applications](#)

[Section 6 - Aircraft Sales Business](#)

[Section 7 - A & P Repair Business](#)

[Section 8 - Aircraft Rental Business](#)

[Section 9 - Flight Training Business](#)

[Section 10 - Commercial Skydiving](#)

[Section 11 - Aircraft Fuels and Oil Dispensing Services](#)

[Section 12 - Avionics, Instruments or Propeller Repair Station](#)

[Section 13 - Aircraft Restoration, Painting, Detailing, and Upholstery](#)

[Section 14 - Car Lease and Rental Operations](#)

[Section 15 - Food Service or Restaurant Operations](#)

[Section 16 - Air Taxi or Air Charter Business](#)

[Section 17 - Aircraft Storage and T Hangar Rental Business](#)

[Section 18 - Specialized Commercial Flying Services](#)

[Section 19 - Flying Clubs, Glider Clubs, Ultra-light Clubs](#)

[Section 20 - Subleasing to Another Commercial Operator](#)

[Section 21 - Environmental Requirements](#)

[Download PDF Version of Minimum Business Standards](#)

Section 1 - Preamble and Policy

The City of Kalispell, through its City Manager, being the Owner and in a position of responsibility for the administration of the Kalispell City Airport, does hereby establish the following Minimum Standards for providing services on the Airport:

The Minimum Standards are intended to be threshold entry requirements for those wishing to provide aviation services to the public on the City Airport and to ensure that those who have undertaken to provide commodities and services as approved are not exposed to unfair or irresponsible competition. These Minimum Standards were developed taking into consideration the aviation role of the Kalispell City Airport, facilities that currently exist at the Airport, services being offered at the Airport, the future development planned for the Airport and to promote fair competition at the Kalispell City Airport. The uniform application of these Minimum Standards, containing the minimum levels of service that must be offered by the prospective tenant service providers, relates primarily to the public interest and discourages substandard entrepreneurs, thereby protecting both the established aeronautical activity and the Kalispell City Airport patrons.

General Requirements

Building space requirements specified herein may be provided in one building, an attached building, or in separate buildings.

Aviation businesses will be issued a permit to do business from the City of Kalispell. This permit is their authority to operate on City property. The fee associated with this permit to operate will be determined by City Ordinance and administered by the Airport Manager. This permit must be displayed in full view of the public.

All lessees offering any of the services or combinations thereof

as specified herein shall operate only under a written lease agreement with equitable fee structures as determined by the Airport Manager and/or the Kalispell City Manager.

All building construction shall meet requirements of the latest edition of the Uniform Building Code as adopted by the Kalispell City Council. All hangar construction will be as per the building criteria published by the Kalispell City Airport and approved by the Kalispell City Council.

Any person or business entity desiring to engage in two or more of the commercial aviation services or activities listed herein must provide, as a minimum, a combination of the standards listed herein and approved by the Airport Manager.

All Leases prescribed herein will be approved by the Airport Manager and signed by the Kalispell City Manager.

The term "carry appropriate insurance coverage" means any one or a combination of the following:

Workman's Compensation	Aircraft Liability
Non-owned Aircraft Liability	Airport Premises Liability
Products & Completed Operations	Builder's Risk
Contractual Liability	Hangar Keepers Liability
Property Insurance	Automobile Liability
Chemical Liability	Environmental

The basic business insurance coverage will be at least:

Personal Bodily Injury \$1,000,000 each person

Property Damage \$1,000,000 each occurrence

With an aggregate amount of \$2,000,000

The City of Kalispell will be named as Additional Insured on all policies. The City of Kalispell must have proof of insurance on file at the City offices. A Certificate of Insurance will normally suffice.

Note: The above insurance limitations are for individuals wishing to do business on the airport. Some leases of city property on the airport to construct hangars may carry a separate insurance requirement in the lease. It would be possible for an individual to build a structure on the airport and be required to maintain insurance on that structure. If the individual subleases that facility to someone to open a business, the business owner will also be required to carry insurance as specified in this document.

Section 2 - Definitions

Aeronautical Activity - means any activity conducted at the airport which involves, makes possible or is required for the operation of aircraft, or which contributes to or is required for the safety of such operations. These activities include, but are not limited to, air taxi and charter operations, pilot training, aircraft renting, sightseeing, aerial photography, crop dusting, aerial advertising, aerial surveying, air carrier operations, skydiving,

ultra light operations, glider operations, aircraft sales and services, sale of aviation petroleum products, repair and maintenance of aircraft, or sale of aircraft parts and aircraft storage.

Aeronautical Services - means any service which involves, makes possible or is required for the operation of aircraft, or which contributes to or is required for the safety of aircraft operations commonly conducted on the airport by a person who has a lease or agreement from the airport owner to provide such services.

Aircraft Lease - also referred to as an aircraft lease-back, means a long-term written agreement established on a minimum basis of six (6) months wherein the lessee shall have full control over the scheduling and use of aircraft and the aircraft is insured as required by these Minimum Standards for the use of the aircraft by Lessee.

Airport - means the Kalispell City Airport, and all of the property, buildings, facilities and improvements within the exterior boundaries of such airport as it now exists on the Airport Layout Plan, Exhibit A, or as it may hereinafter be extended, enlarged or modified.

FAA - means the Federal Aviation Administration.

FAR - means Federal Aviation Regulation.

FBO - means any aviation business or Fixed Base Operator duly licensed and authorized by written agreement with the airport owner to provide aeronautical activities at the airport under strict compliance with such agreement and pursuant to these regulations and standards.

Flying Club - means a non-commercial organization established to promote flying, develop skills in aeronautics, including pilotage, navigation, and awareness and appreciation of aviation requirements and techniques. See the Airport Standard Operating Procedures for requirements.

Fuel - means the aviation petroleum product used to operate piston or jet turbine engines.

Fuel Operations - means the dispensing of aviation fuel directly into aircraft or dispensing the same from a separate medium such as a fuel truck.

Fuel Vendor - means an entity engaged in selling or dispensing aviation fuel to aircraft other than that owned or leased by the entity.

Fueling Operations Permit - means a permit issued by the City of Kalispell to a person or entity who dispenses aviation fuel at the Kalispell City Airport (see Airport Standard Operating Procedures for requirements.). There are two types: (1) Fuel Vendor's Permit; and (2) Self-fueling Permit.

IFC - means the International Fire Code (IFC) 2012 Edition, Chapter 11 - Aviation Facilities, adopted by the City of Kalispell.

Landside - means all buildings and surfaces on the airport used by surface vehicular and pedestrian traffic.

Large Aircraft - is an aircraft of more than 12,500 pounds

maximum certified takeoff weight or turboprop and turbojet aircraft.

Manager - means the Airport Manager or his/her designee.

Minimum Standards - means the standards which are established by the airport owner as the minimum requirements to be met as a condition for the right to conduct an aeronautical activity on the airport.

NFPA - means the National Fire Protection Association.

NOTAM - means a Notice to Airmen published by the FAA.

Owner - means the City of Kalispell by its City Manager represented by his/her Airport Manager, or group providing anyone or a combination of aeronautical services to or for aviation users at the Airport.

Person - means an individual, corporation, government or governmental subdivision, partnership, association, or any other legal entity.

Ramp Privilege - means the driving of a vehicle upon an aircraft parking ramp on the airside of the airport to deliver persons, cargo or equipment to an aircraft as a matter of convenience or necessity. See Airport Standard Operating Procedures for requirements and procedures.

Self-fueling Operator - means the fueling of an aircraft by the owner of the aircraft or the owner's employee. Self-fueling means using fuel obtained by the aircraft owner from the source of his/her preference. See Airport Standard Operating Procedures for requirements and procedures. (AC 150/5190-5)

Small Aircraft - is an aircraft of 12,500 pounds or less maximum certified take-off weight.

Through-the-fence Operations - An arrangement that the airport sponsor may at times enter into to permit access to the public landing area by independent operators offering an aeronautical activity or access to aircraft based on land adjacent to, but not part of, the airport. This type of access will not be permitted on the Kalispell City Airport by directive of the FAA.

UNICOM - means a non-governmental communication facility which provides airport advisory information.

Section 3 - Minimum Standards for all FBOs

The following shall apply to all prospective aeronautical service providers wishing to become FBOs on the Kalispell City Airport:

General Policy Statement

Based on the Master Plan research, it is the general conclusion of the City of Kalispell that a second viable full service FBO/Fueling business at the City Airport will likely not become economically feasible until annual gallons of general aviation fuel sales exceeds an amount to economically support a second fueling facility. Therefore, it is a general policy of the Airport that infrastructure needs for such an FBO/Fueling business on the Airport will not be constructed unless economic viability can be shown and space is available on the airport to install a second fueling operation.

1. The designation "Fixed Base Operator" shall be reserved for full service operators who must provide and meet at least 50% of the minimum space requirements for all of the services the FBO will be providing. Some of the services are listed below:

A. Aircraft fuels and oil dispensing service

B. Instruction and Flight Training

C. Air Taxi Service

D. Airframe and/or Power Plant Repair

E. Aircraft Rental - generally optional

F. Aircraft Storage

G. Aircraft Sales

The above services shall be provided in accordance with the Minimum Standards established herein for each service, except insofar as combined facilities may be permitted by the standard herein relating to multiple services.

2. The FBO and the City shall enter into a mutual lease agreement for a term agreeable to both parties with due consideration for the financial investment and the need to amortize improvements to the lease holdings.

3. A person shall have such business background and shall have demonstrated his business capability to the satisfaction of, and in such manner as to meet with the approval of, the Airport Manager.

4. Any prospective FBO seeking to conduct aeronautical activity on the airport shall demonstrate to the satisfaction of the Airport Manager that they have adequate resources to realize the business objectives agreed to in paragraph 1 and the lease agreement.

5. The prospective FBO shall lease from the Airport an area suitable for their operation, with ground space to provide for outside display and storage of aircraft and on which shall be erected a building to provide, or is an existing building that provides, at least 10,000 square feet of space for aircraft storage and maintenance, at least 5,000 square feet of floor space for office, customer lounge and rest rooms, which shall be properly heated and lighted, and shall provide public telephone facilities inside and outside, for customer use. The FBO shall also have, on the leased area, enough paved parking for the FBO's customers and employees.

6. The prospective FBO shall have his premises open and services available to the public six days a week, and shall make provision for someone to be in attendance in the office at all times during the published operating hours.

7. All prospective FBOs shall demonstrate to the Airport Manager's satisfaction evidence of its ability to acquire insurance coverage as stipulated for each particular type of operation. Such policies of insurance shall be specified in the lease agreement issued under paragraph 2 above.

Section 4 - Application and Qualifications for Other

Business Operations

a. Demonstration of intent to conduct a business operation on the Kalispell City Airport shall be by application to the Airport Manager. The written application shall contain at least the minimum:

1. The proposed nature of the business. A business plan will be used to express the proposed nature of the business. An example of a business plan outline is available at Exhibit B.
2. The signatures of all parties whose names are being submitted as owning an interest in the business or will appear on leases or other documents as being a partner, director or corporate officer and those who will be managing the business.
3. Evidence of financial capability to perform and provide the above services and facilities and the insurance coverage to be maintained.
4. The amount of land the lessee desires to lease or the building space to be constructed or leased.
5. The number of aircraft provided, the number of persons employed and hours of operations.

b. If an individual wishes to be allowed to perform a single-service aeronautical activity on the airport (aircraft washing, maintenance, flight instruction, etc.), the individual will need to apply for a permit to be an Independent Contractor on the airport. This will permit the airport to have a level of regulation and compensation suitable for the service to be provided. This procedure is not applicable to tenants who have an office or business on the airport. The procedure will be as follows:

1. The individual must first obtain an Independent Contractors certificate from the State of Montana Department of Labor & Industry.
2. Present the certificate to the office of the City Manager and request a permit to do business on the City Airport.
3. The individual will be issued a permit and briefed on the procedures for paying the appropriate fees.

Section 5 - Action on Business Applications

All applications will be reviewed and acted upon by the City Manager through its Airport Manager within 90 days from the receipt of the application. Applications may be denied for one or more of the following reasons:

1. The applicant does not meet qualifications, standards and requirements established by these Minimum Standards.
2. The applicant's proposed operations or construction will create a safety hazard on the Airport.
3. The granting of the application will require the expenditure of local funds, labor or materials on the facilities described in or related to the application, or the operations will result in a financial loss to the City of Kalispell.
4. There is no appropriate or adequate available space or

building on the Airport to accommodate the entire activity of the applicant.

5. The proposed operation, Airport development or construction does not comply with the approved Airport Layout Plan.

6. The development or use of the area requested will result in a congestion of aircraft or buildings, or will result in unduly interfering with the operations of any present fixed base operator currently on the airport or the proposal will deprive, without the proper economic study, current tenants of the leased areas in which they need to operate.

7. The party applying, or interested in the business, has supplied false information or has misrepresented any material facts in the application.

8. Any person applying has a record of violating any other Airport Standard Operating Procedures, State Aeronautical Rules, or Federal Aviation Regulations, or of being a convicted felon.

9. Any party applying has defaulted in the performance of any lease or agreement with the City of Kalispell or any lease or agreement with any other municipality or airport.

10. The applicant does not have the finances necessary to conduct the proposed operation for a minimum period of one year.

11. The applicant has committed any crime, or violated any local ordinance, rules or regulations which adversely reflects on its ability to conduct the operations applied for.

12. And for any other reason determined not to be arbitrary.

Section 6 - Aircraft Sales Business

Any person or business entity desiring to engage in the sale of new or used aircraft, match potential purchasers with an aircraft (brokering), assist customers in the purchase or sale of an aircraft, must lease and/or provide at a minimum the following:

1. The leasehold shall contain a minimum of 10,000 square feet of land to provide space for an office, storage of aircraft, and/or display of aircraft. An FBO may meet this requirement.

2. The person must lease or construct a minimum of 1200 square feet of lighted and heated space for office and public area. An FBO may meet this requirement.

3. Staff must include at least one person having a current commercial pilot certificate with ratings appropriate for the types of aircraft to be demonstrated.

4. New aircraft dealers shall hold an authorized factory or sub-dealership. All aircraft dealers shall hold a dealership license or permit.

5. The person shall provide necessary and satisfactory arrangements for repair and servicing of aircraft, but only for the duration of any sales guarantee or warranty period.

6. Operating hours will normally be 8:00 A.M. to 5:00 P.M. five days a week.

7. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include aircraft held for sale and demonstration by the lessee but owned by others.

Section 7 - A & P Repair Business

An aircraft airframe, engine and accessory maintenance and repair facility provides one or a combination of airframe, engine and accessory overhauls and repair services on aircraft up to and may include light twin engine aircraft and helicopters. Any person or business entity desiring to engage in this type of repair service must provide as a minimum the following:

1. The leasehold shall contain at least 10,000 square feet of land surface to accommodate a building and temporary parking space for aircraft. An FBO may meet this requirement.
2. The leaseholder must lease or construct a building on the land to provide at least 3,000 square feet of shop space, adequate office space, and meet local and state industrial code requirements.
3. The operations must employ at least one person currently certified by the FAA with ratings appropriate for work being performed who shall hold an A & P rating.
4. The leaseholder must have sufficient equipment, supplies and availability of parts to perform maintenance in accordance with manufacturers' recommendations, and capability to remove non-airworthy aircraft from the airport premises at any time.
5. Hours of operations shall normally be 8:00 A.M. to 5:00 P.M. Monday through Friday. Operations must provide for mechanical service on weekends on a call basis.
6. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include aircraft held for maintenance and repair by the lessee but owned by others.

Section 8 - Aircraft Rental Business

Any person or business entity desiring to engage in the rental or lease of an aircraft and/or ultra light vehicle to the public must provide as a minimum the following:

1. The leasehold shall contain 5,000 square feet of land to provide space for aircraft parking and building, and shall be equipped with appropriate tie down facilities.
2. The leaseholder must lease or construct a building to provide 1,200 square feet of properly heated and lighted office space, including adequate space for the public with inside and outside telephone service.
3. The staff shall include at least one person having a current commercial pilot certificate with appropriate ratings, including instructor ratings.
4. Suggested operating hours would normally be 8:00 A.M. until 5:00 P.M. six days a week, after hours service on a call basis.
5. Operator must show financial responsibility and carry

appropriate insurance coverage (see Section 1). The insurance coverage shall include aircraft held for rent by the lessee but owned by others.

6. The person or FBO shall have available for rental, either owned or under written lease to the person or FBO, two certified and currently airworthy aircraft.

7. Ultra-light training vehicles must be two-place.

Section 9 - Flight Training Business

A flight training FBO is anyone engaged in instructing pilots in dual and solo flight training, in fixed and/or rotary wing aircraft, and provides such related ground school instruction as is necessary preparatory to taking a written examination and flight check ride for the category or categories of pilots' licenses and ratings involved.

Any person or business entity desiring to engage in pilot flight instruction must provide or have leased as a minimum the following:

1. The person or business shall have available for use in flight training, either owned or under lease, a properly certificated aircraft.
2. The operations shall have on a full-time basis at least one flight instructor who has been properly certificated by the FAA to provide the type of training offered.
3. Flight Training originating from the Kalispell City Airport shall be conducted only in accordance with a written agreement with the Kalispell City Airport.
4. The flight training facility shall contain 5,000 square feet of land to provide space for lessee's building and aircraft tie downs, commensurate with the scope of Lessee's operation.
5. The person or business shall lease or construct a building having 1,200 square feet of lighted and heated floor space, to provide classroom, briefing room, pilot lounge (including restrooms), and office space.
6. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include aircraft held by the Lessee but owned by others.

Section 10 - Commercial Skydiving

Any person or business engaged in the transportation of persons for skydiving, instruction in skydiving, and rental and sales of skydiving equipment shall meet the following minimum standards:

1. The person or business shall have available for skydiving, either owned or under lease, at least one properly certificated aircraft.
2. The operation shall meet or exceed the Basic Safety Requirements (BSR) of the United States Parachute Association (USPA), FAR Part 105, and related FAA Advisory Circulars. The jump plane pilot must hold a FAA commercial pilot certificate and be appropriately rated for the aircraft being operated.

3. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include aircraft held by the Lessee but owned by others.

Section 11 - Aircraft Fuels and Oil Dispensing Service

Any person or business entity desiring to dispense aviation fuels and oil, and provide other related services such as tie downs and parking, must be a full service FBO as defined in Section 3 of this document:

1. Leasehold shall contain sufficient land to provide for buildings, aircraft parking area with a minimum of five tie downs and adequate fuel dispensing equipment.

2. Construct or lease a building providing 5,000 square feet of heated and lighted floor space for office, public lounge, and equipment storage.

3. Properly trained (in accordance with IFC) line personnel shall be on duty and available on-site during operating hours.

4. Basic equipment shall include:

a. Emergency starting equipment, appropriate fire and safety equipment, aircraft towing vehicles, and de-fueling equipment.

b. A fueling truck with a minimum tank capacity of 1,000 gallons.

5. Basic services shall include:

a. Fuel, oil, parking and tie downs for aircraft.

b. Pilots lounge, rest rooms and inside and outside telephone service.

6. Must provide an adequate inventory of generally accepted grades of aviation engine oil and lubricants. Fuel dispensing equipment shall meet all applicable Federal, State, and IFC requirements for each type of fuel dispensed. Appropriate grades of aviation fuel are: Jet A/JP4 and 100 Octane Aviation Gas.

7. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include equipment leased by Lessee but owned by others.

Section 12 - Avionics, Instruments or Propeller Repair Station

1. This includes any avionics, instrument, or propeller repair station/FBO who engages in the business of and provides a shop for the repair of aircraft avionics, propellers, instruments, and accessories for general aviation aircraft. This category may include the sale of new or used aircraft avionics, propellers, instruments, and accessories. The operator shall hold the appropriate repair station certificates issued by FAA for the types of equipment he plans to service and/or repair.

2. The person or entity shall have in his/her employment and on duty during the appropriate business hours trained personnel in such numbers as are required to meet the minimum standards set forth in the FBO category in Section 3, but never less than

one person who is an FAA rated radio, instrument or propeller repairman.

3. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include equipment leased by Lessee but owned by others.

Section 13 - Aircraft Restoration, Painting, Detailing, and Upholstery

Any person or business entity desiring to provide aircraft restoration, painting, detailing, or upholstery services shall provide as a minimum the following:

1. The leasehold shall contain 10,000 square feet of land for building and aircraft parking.
2. Leaseholder shall construct or lease a building providing 5,000 square feet of lighted and heated space for its shop and hangar space.
3. In the case of a painting facility, there shall be separate space for office and restroom use.
4. If the building is to be used for a painting facility, it must be inspected by the Kalispell City Fire Marshal and must meet all applicable State, Federal, IFC and environmental/safety codes.
5. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include equipment leased by Lessee but owned by others.
6. This operation will be restricted to aircraft and aviation related equipment, i.e. tugs, fuel trucks.

Section 14 - Car Lease and Rental operations

1. Any business or FBO that desires to provide the services of a car rental agency may do so under the umbrella of their current Commercial License to operate on the Airport or they will be subject to additional commercial operation fees. This agreement shall be approved by the City through its Airport Manager.

2. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include equipment leased by Lessee but owned by others.

Section 15 - Food Service or Restaurant Operations

No business, entity, FBO, corporation or individual shall operate any type of food service operation on the Kalispell City Airport without prior written agreement from the Kalispell City Airport Manager. Negotiation for a food service or restaurant operation will be under separate lease agreement.

Vending machines are exempt from this provision.

Section 16 - Air Taxi or Air Charter Business

An unscheduled, or scheduled air charter or air taxi service based at the Kalispell City Airport engaged in the business of providing

air transportation (persons or property) to the general public for hire, on an unscheduled or scheduled basis under Part 135 of the Federal Aviation Regulations shall provide the following:

1. The business or entity shall provide, either owned or under written lease the type, class, size and number of aircraft intended to be used by the business, not less than one single-engine, four place aircraft which must meet the requirements of the air taxi commercial certificate held by the business. All aircraft shall be certified for instrument operations.

2. The business shall have in its employment and on duty during the appropriate business hours trained personnel in such numbers as are required to meet the Minimum Standards set forth in this category in an efficient manner.

3. Operator must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include equipment leased by Lessee but owned by others.

Section 17 - Aircraft Storage and T Hangar Rental

An aircraft storage business engaged in the rental of conventional hangars or multiple T-hangars shall provide the following:

1. Lease land and construct buildings in accordance with the Hangar Construction Criteria established by the City of Kalispell.

2. The owner shall have his/her facilities available for the tenant's aircraft removal and storage on a continuous basis.

3. Leaseholder shall have a signed lease on file with the Airport Manager which shall constitute authority to conduct business on the airport. The leaseholder shall abide by all terms of that lease and pay the appropriate commercial operator's fee.

4. Leaseholder must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include equipment leased by Lessee but owned by others.

5. Leaseholder shall be responsible for maintenance of the property around its holdings in accordance with the negotiated Lease with the Airport.

Section 18 - Specialized Commercial Flying Services

Any person or business entity desiring to engage in specialized commercial air activities of more than 3 operations or demonstrations per year, including listed below:

1. Non-stop sightseeing flights that begin and end at the airport;

2. Crop dusting, seeding, spraying, and bird chasing;

3. Banner towing and aerial advertising;

4. Aerial photography or surveying;

5. Power line or pipe line patrol;

6. Fire fighting or fire patrol;
7. Air ambulance service based on the airport;
9. Hot Air Balloon operations; or
10. Any operation specifically excluded from Part 135 of the FAR's shall provide as a minimum the following:

1. The operator of any of the above businesses shall lease from the Airport and shall include a building sufficient to accommodate all activities and operations proposed by the business. The minimum areas in each instance shall be subject to the approval of the Airport Manager.

2. In the case of crop dusting or aerial application, the operator shall make suitable arrangements and have such space available in his leased area for safe loading and unloading and storage and containment of chemicals or any other hazardous materials.

3. All operators shall demonstrate to the satisfaction of the Airport Manager that they have the availability of aircraft suitably equipped for the particular type of operations they intend to perform.

4. The operator shall have in his/her employment, and on duty during appropriate business hours, trained personnel in such numbers as may be required to meet the Minimum Standards herein set forth in an efficient manner.

5. The operator must provide, by means of an office or a telephone, a point of contact for the public desiring to utilize their services.

6. Operators of such businesses must show financial responsibility and carry appropriate insurance coverage (see Section 1). The insurance coverage shall include equipment leased by lessee but owned by others.

Section 19 - Flying Clubs, Glider Clubs, Ultra-light Clubs

See requirements for these clubs in the **Official Airport Standard Operating Procedures**

Section 20 - Subleasing to Another Commercial operator

Prior to finalizing any agreement, the Lessee and Sub-lessee shall obtain the approval of the City through its Airport Manager for the business proposed. Said Sublease shall define the type of business and service to be offered by the Sub-lessee.

The Sub-lessee business shall meet all of the Minimum Standards established herein for the categories of services to be furnished by the business. The Minimum Standards may be met in combination between Lessee and Sub-lessee. The Sublease agreement shall specifically define those services to be provided by the Lessee to the Sub-lessee that shall be used to meet the minimum standards contained herein.

Section 21 - Environmental Requirements

Any FBO, person, entity, party, firm or corporation operating on the Kalispell City Airport must comply with all Federal, State and

local environmental requirements.

The following resources were used in the preparation of this document:

FAA Advisory Circular 150/5190-5A
American Association of Airport Executives
National Air Transportation Association
Aircraft Owners and Pilots Association
Montana Airport Managers Association
Montana Aeronautical Division - MDOT
Flathead Municipal Airport Authority - FCA
Kalispell City Airport Advisory Council
Robert Peccia and Associates - Engineering