

**OPERATING REQUIREMENTS AND COURSE RULES**  
**FOR ULTRALIGHT AIRCRAFT AT \_\_\_\_\_ COUNTY AIRPORTS**  
**Revised 6/29/99**

**1. Introduction/purpose**

- a. The purpose of this document is to establish requirements and course rules for the operation of ultralight aircraft based at \_\_\_\_\_ County Airports.
- b. Transient ultralight operators will be required to comply with the registration requirements in paragraph 3 below if they perform more than one landing and takeoff at either airport. The Airport Director will make all reasonable efforts to disseminate these course rules as widely as possible, and will secure compliance with them by transient operators to the maximum extent possible.
- c. These requirements do not pertain to aircraft that are registered with the Federal Aviation Administration (FAA) as aircraft and have received an “N” number. They shall be governed by Federal Aviation Regulation (FAR) Parts 61, 91, and other relevant FARs, as well as the relevant airport course rules and requirements.

**2. \_\_\_\_\_ County Airports Rules and Regulations**

- a. In accordance with \_\_\_\_\_ County Ordinance 91/19, Rules and Regulations for \_\_\_\_\_ County Airports, paragraph 12.a), “No person shall operate a hang glider or ultra-light aircraft at, onto or from the Airports without prior approval of and a written agreement with, the Airports Manager.” The operating requirements and course rules contained in this agreement satisfy the spirit and intent of the Ordinance.
- b. Each operator, instructor, and student operator shall agree, in writing, to abide by the provisions of this agreement and all regulations, advisory circulars, exemptions, ordinances, and other documents that are attached or incorporated by reference. Failure to do so may result in revocation of the person’s privilege to operate an ultralight at the Airports.

**3. Ultralight Operator and Vehicle Registration**

- a. Any person who desires to operate an ultralight vehicle at a \_\_\_\_\_ County Airport must be registered with an FAA-approved organization, such as the Aircraft Owners and Pilots Association Air Safety Foundation (AOPA-ASF) or U. S. Ultralight Association (USUA). Proof of such registration must be presented to the Airports Director before the person operates an ultralight at the Airports. The registration is valid for one year and may be renewed upon request.
- b. Each ultralight vehicle operated at the Airports must be registered with an FAA-approved organization and marked in accordance with the organization's program. Proof of such registration must be presented to the Airports Director before the vehicle is operated at the Airports. Any changes in registration or ownership must be reported to the Airports Director.

#### **4. FAA regulations and advisory circulars**

- a. FAR Part 103, "Ultralight Vehicles" (with supplementary information), Advisory Circular (AC) 103-7, "The Ultralight Vehicle" and AC 103-6, "Ultralight Vehicle Operations – Airports, Air Traffic Control, and Weather" govern the operation of ultralight vehicles in the United States.
- b. Those documents are incorporated into this document by reference and shall be adhered to as though they were reproduced in their entirety herein. Any future FARs and ACs that are related to ultralights are automatically incorporated by reference as they are published.

#### **5. Waivers and Exemptions**

- a. Exemption for two-seat ultralight aircraft
  - (1) In accordance with FAR 103.5 and AC 103-7 para 13.c., the Aircraft Owner's and Pilot's Association (AOPA) Air Safety Foundation (ASF), the Experimental Aircraft Association (EAA), and the United States Hang Gliding Association (USHGA) have been granted exemptions by the FAA from applicable aircraft regulations for the operation of two-place ultralights under Part 103 for limited training purposes and for certain hang glider operations. Except as specifically authorized by exemption, no person may operate an ultralight under Part 103 with more than one occupant.
  - (2) Accordingly, any person who desires to operate a two-place ultralight at a \_\_\_\_\_ County Airports must first present proof of compliance with the privileges, conditions, and limitations described in an FAA-approved exemption and receive written permission from the Airports Manager. All provisions of such exemptions are automatically

incorporated into this document by reference and shall be adhered to as though they were reproduced in their entirety herein.

- (3) Flights of a two-seat ultralight shall be limited to those persons who are conducting or receiving flight instruction as outlined by a training program exemption published by an organization approved by FAA. Recreational flying of a two-seat ultralight is prohibited by FAA.

- b. Other Waivers and Exemptions. Other waivers and exemptions to FAR 103 must be obtained by the operator from FAA and provided to the Airports Director in writing before the waiver or exemption may be exercised at the airports.

**6. Operating Requirements and Course Rules (General).** These operating requirements and course rules pertain to both \_\_\_\_\_ Airport and \_\_\_\_\_ County Airport.

- a. Operating requirements and course rules brief. Each person who desires to operate an ultralight must first receive a brief on operating requirements and course rules from the Airports Director, Airport Operations Chief at \_\_\_\_\_ Airport, or the Airport Supervisor at \_\_\_\_\_ County Airport. To the extent practicable, transient operators shall be briefed if they perform more than one landing and takeoff.
- b. Communications requirements. Ultralight operations without an operating radio are prohibited. Compliance with Common Traffic Advisory Frequency (CTAF) procedures as found in AC 90-42C and the Aeronautical Information Manual (AIM) is mandatory.
- c. Flight over congested areas. Per FAR 103, ultralight operations shall not be conducted over congested areas or open-air assemblies of persons. The congested areas on the Airports include the aircraft parking ramps, fixed base operations, and other buildings within the Airports' fence. Congested areas are defined by the current edition of FAA Order 8440.5, Appendix 1.
- d. Insurance. A minimum of \$25,000 liability insurance is required for instructors, operators, and students. Proof of insurance shall be provided to the Airports Director before ultralight operations commence. If such insurance is not available, a financial statement or account statement, showing unencumbered availability of at least \$25,000 in assets, will be sufficient.
- e. Access to the Air Operating Area (AOA). Only those support persons who are directly involved in ultralight vehicle operations (instructors, operators, and student operators) shall be allowed on the AOA.

- (1) Support persons on foot shall notify the Airport Operations Department (\_\_\_\_\_) or the lineman on duty (\_\_\_\_\_ County Airport) before entering and after departing the AOA. They shall remain clear of all runways, taxiways, and their related safety areas.
  - (2) Non-support personnel (family, friends, observers, pets, etc) may observe from areas open to the general public but shall not enter the AOA or other secure areas.
- f. Motor vehicles. Motor vehicles shall not be allowed on the AOA unless the vehicle's description and identification are provided and prior written permission is granted by the Airports Director.
- (1) Before the first time he or she drives onto the AOA, each motor vehicle operator shall receive a briefing from the Airports Director, Airport Operations Chief at \_\_\_\_\_ Airport, or the Airport Supervisor at \_\_\_\_\_ County Airport concerning on-airport vehicle operation. Operators shall comply with the practices and procedures described in that briefing.
  - (2) Before entering and after departing the AOA, the motor vehicle operator shall contact the Airport Operations Department (\_\_\_\_\_) or the duty lineman (\_\_\_\_\_ County Airport) and report his or her intentions.
  - (3) Any vehicle entering the AOA must display a yellow flashing strobe light.
  - (4) Vehicles shall remain on non-movement areas (i.e., clear of taxiways and runways) and clear of runway and taxiway safety areas as defined by the Airport Certification Manual.
- g. Noise sensitive and no-overfly areas. These areas are defined by local noise abatement procedures published by the Airports Director. Overflight of these areas is prohibited.
- h. Flight visibility and cloud clearance requirements. Such requirements shall be adhered to per FAR 103. Visual reference to the surface must be maintained at all times.
- i. Operations during night and instrument meteorological conditions. Night and IMC operations are prohibited. Ultralight vehicles that are equipped in accordance with FAR 103 may operate during the twilight periods 30 minutes before official sunrise and 30 minutes after official sunset.

- j. Right of way. Ultralight vehicle operators shall yield the right-of-way to all aircraft at all times.

7. \_\_\_\_\_ **Airport course rules**

- a. Operating areas on the Airport. Ultralight operations are restricted to the designated areas on the runway and the general aviation taxiways, and the FBO ramps. Ultralight operations on the air carrier taxiway (Taxiway F) and the air carrier ramp are prohibited.
- b. Traffic patterns – arrivals and departures. See Attachment A, “Ultralight Traffic Pattern for \_\_\_\_\_ Airport”. The area designated on the runway shall be used for departures from, and full-stop landings to the airport. The holding pattern as shown shall be used for sequencing and spacing. Ultralights shall not operate between 700 and 1500 feet AGL within two miles of the airport. Ultralights shall avoid congested and designated noise-sensitive areas while in the pattern.
- c. Traffic patterns – touch-and-gos. See Attachment A. Touch-and-gos shall be performed only when there is minimal traffic and ultralight operations can be performed without interference with aircraft operations. Ultralight operators in the touch-and-go pattern should exercise care to sequence their takeoffs and landings to avoid wingtip vortices and wake turbulence caused by arriving and departing aircraft.
- d. Traffic pattern altitude. The ultralight pattern altitude is 500 feet.
- e. Emergencies. Notification of emergencies shall be via aviation radio to Airport Operations (123.0) or telephone, 24 hours a day. The Airport Operations Department will respond in accordance with the Airport Emergency Plan.

8. \_\_\_\_\_ **County Airport course rules.** See Attachment B, “Ultralight Traffic Pattern for \_\_\_\_\_ County Airport”.

- a. Traffic and holding pattern. The traffic pattern is as shown on Attachment B. The holding pattern as shown shall be used for sequencing and spacing. The pattern shall be flown so as to be inside the traffic pattern for aircraft.
- b. Arrivals and departures. No ultralights shall operate between 500 and 1000 feet AGL within two miles of the airport
- c. Traffic pattern altitude. The ultralight pattern altitude is 500 feet.
- d. Emergencies. Between 0700 and 1900, notification of emergencies shall be via aviation radio on Unicom (122.7). A lineman is not normally available

from 1900 until 0700; emergency notifications during those hours must be made by telephone to \_\_\_\_\_ County Dispatch at 911.

9. **Operations in controlled airspace.** To be published upon establishment of a control tower at \_\_\_\_\_ Airport.

cc:

Deputy Administrator for Public Safety and Development

Town of \_\_\_\_\_

All FBO's

All Air Carriers

\_\_\_\_\_ County Airport Supervisor (3 copies)

\_\_\_\_\_ Operations Chief (2 copies)

All registered ultralight operators

I have read and understand, and will comply with the operating requirements and course rules for ultralight vehicles at \_\_\_\_\_ County Airports.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Operator

\_\_\_\_\_  
Airports Director