

BOARD OF SUPERVISORS, GLENN COUNTY, CALIFORNIA

ORDINANCE NO. 1339

AMENDING THE GLENN COUNTY ORDINANCE CODE BY ADDING TITLE 22 - AIRPORTS

THE BOARD OF SUPERVISORS OF THE COUNTY OF GLENN ORDAINS AS
FOLLOWS:

Section 1: The Glenn County Ordinance Code is hereby amended by adding Title 22 read in its entirety as follows:

22 Airports

22.01 General Provisions

22.02 Airfield Regulations

22.03 Motor Vehicle Regulations

22.04 Aircraft Operations Regulations

22.05 Rules for Aircraft Fueling Operations

22.06 Fire Regulations

22.07 Aircraft Traffic

22.08 Minimum Standards

22.01 General Provisions

22.01.010 Applicability

22.01.020 Definitions

22.01.030 Authority

22.01.040 Compliance Required

22.01.050 Soliciting

22.01.060 Destruction of Property

22.01.070 Purpose

22.01.080 Fees and charges

22.01.090 Penalty for violation

22.01.010 Applicability

The Board of Supervisors adopts and approves the rules and regulations set out in this title for the operation and use of the Willows/Glenn County and Orland Haigh Field Airports.

22.01.020 Definitions

Unless from the context a different meaning is apparent as used in these regulations, the terms used in this title shall be defined as follows:

- A. Aircraft means any airplane, whether propeller or jet powered, any helicopter, any glider, or any other vehicle capable of controlled and sustained flight to include lighter-than-air crafts.
- B. Airport means the singular or collective airports of the Willows/Glenn County or Haigh Field, as appropriate.
- C. Airport Manager means the officer or representative of the County having immediate charge of the airport to include the County Airport Manager or any of his or her regularly appointed/designated deputies.

- D. County means the County of Glenn and the terms "County airport" or "airport premises" refer to all the land owned by the County contiguous to an airport owned and operated by the County, including the airspace above the land to the extent not regulated by Federal Aviation Regulations.
- E. FAA means the Federal Aviation Administration; the term "FAR" refers to Federal Aviation Regulations as issued by the FAA.
- F. Ultralight vehicles have the same meaning as defined in 14 FAR § 103.1.

22.10.030 Authority

The County has the right to and does regulate all commercial enterprises using the airport as a basis of operation, whether the operation is aeronautical or non-aeronautical in nature.

22.01.040 Compliance Required

- A. The use of the airport or any of its facilities in any manner creates an obligation on the part of the user thereof to obey all the regulations provided in this title and adopted by the County.
- B. The privilege of commercial enterprises using the airport shall be upon the further condition that any person, persons, corporations, partnership, association, or others desiring to use them, shall furnish a policy of indemnity against personal injury and property damage in a reasonable sum as the County requires in light of the commercial usage.

22.01.050 Soliciting

No person shall solicit funds or business for any purpose at any County airport, and no signs or advertisements may be posted at the airport without a written contract, lease, permit or other authorization by the County or its Airport Manager.

22.01.060 Destruction of Property

No person shall destroy, remove or disturb in any way buildings, signs, equipment, markers or other property on the airport premises unless properly authorized to do so by the County.

22.01.070 Purpose

The ordinance from which this title is derived is enacted to protect the health, safety and peace and to promote the welfare and convenience of the general public making use of the County airports by providing regulations for the orderly flow of traffic of aircraft, motor vehicles and persons and the orderly and safe conduct of business thereon.

22.01.080 Fees and charges

The fees, rates and charges to be imposed for the use of specified airport facilities on the several County airports shall be fixed by resolution of the Board of Supervisors and may be revised by an amending resolution. The fees and charges so established shall apply to all uses specified therein except as they may be modified by express written contract or permit executed or authorized by the Board of Supervisors.

22.01.090 Penalty for violation

Unless otherwise stated elsewhere in this title, any person who violates any of the provisions of this title is guilty of a misdemeanor and, upon conviction thereof, shall be punished according to the general penalties described in Glenn County Code 1.12.010.

22.02 Airfield Regulations

22.02.01 Enforcement

22.02.02 Unauthorized Business

22.02.01 Enforcement

The Airport Manager or his or her regularly appointed/designated deputy shall at all times have 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 Manager shall be authorized to make such reasonable rules, orders and decisions as may be necessary and proper subject to approval of the Board of Supervisors.

22.02.02 Unauthorized Business

No person shall conduct any kind or type of business on any County airport premises unless authorized by the County. Minimum standards for conduct of commercial business are set forth in Chapter 22.08.

It is further unlawful for any person to conduct any business on any County airport premises without having first obtained a written contract, lease, permit or other authorization therefore from the County.

No contract, lease or permit authorizing the conduct of business on a County airport premises shall be granted unless and until the County finds that the contract, lease or permit will not endanger the public health, safety and peace and is necessary to promote the welfare and convenience of the public using the airport.

No contract, lease or permit authorizing such activities shall, either expressly or impliedly, constitute an exclusive right, within the meaning of section 308 of the Federal Aviation Act of 1958, to conduct such business at any County airport and, except as to such rights as provided for by contract, lease, permit, etc., all other rights are reserved to the County. The County's approval of an operator agreement with one person or entity for one commercial use does not in any way prohibit the County from approving another party to conduct similar or other commercial activities at the airport.

Unauthorized access prohibited - It is unlawful for any person to enter or remain in or about any landing areas, runway or undeveloped publicly owned sections immediately contiguous to such areas at any County airport unless in an aircraft or otherwise authorized by the Airport Manager.

Unauthorized handling of firearms prohibited - It is unlawful for any person to shoot any projectile from a firearm from, into, or across any portion of any County airport, or to have in his or her possession or under his or her control upon any County airport any firearm unless properly licensed or otherwise authorized by law.

Dumping refuse prohibited - It is unlawful for any person to place, deposit or dump any garbage, cans, bottles, papers, ashes, sewage, carcass of any dead animal, offal, trash, rubbish, or other debris upon any County airport, except in containers plainly marked for such purpose.

Leashed Animals Required – It is unlawful for any person to bring or allow any animal onto any portion of any County airport unless the animal is kept on a leash or confined in an appropriate carrier at all times. Owners or handlers of animals are responsible for ensuring their pets do not cause disruption, hazard, or inconvenience to airport operations, other passengers, or staff. Any

animal found to be at large, not under direct control of the owner or handler, may be removed from the premises by law enforcement.

22.03 Motor Vehicle Regulations

22.03.01 Operation of Motor Vehicles

22.03.01 Operation of Motor Vehicles

Unless authorized by the Airport Manager, no highway or automotive vehicle shall be operated on the airport premises except on roadways, parking areas, etc., that are specifically designated for such vehicles. The vehicles shall only be parked in the manner prescribed by the Airport Manager and as indicated by posted signs on the airport premises. Notwithstanding the above, pilots, aircraft owners or other authorized personnel may operate a motor vehicle to and from tie-down, hangar and places of business, and may park the vehicles in their designated tie-down or hangar location.

Parking time limits and tow-away zones.

It is unlawful for any person to park or leave standing any vehicle, whether occupied or not, for a period in excess of such time limits as are designated in airport areas by appropriate signs at any County airport. The time limit designations shall be made from time to time by resolution of the Board of Supervisors.

It is unlawful for any person to park or leave any vehicle standing, whether occupied or not, in any area designated by appropriate signs as a tow away zone. The owner of any vehicle that is required to be towed away pursuant to the provisions of this section, in addition to all other legal penalties, shall be charged the cost of the towing and impounding fees.

Negligent operation - No person shall operate any vehicle in a careless or negligent manner or in disregard for the safety of others, or in excess of posted speed limits.

Speed limits - Except as to aircraft and authorized emergency vehicles, it is unlawful for any person to operate or drive any vehicle on the following areas of a County airport faster than the following speeds: The speed limit in all portions of a County airport open to vehicular traffic by the public is 15 miles per hour unless otherwise posted, in which case the maximum speed limit is that posted.

Operating under influence - It is unlawful for any person to operate or drive any vehicle upon any County airport while under the influence of intoxicating liquor or drugs or while under the combined influence of intoxicating liquor and/or any drug.

Accident reporting – Every accident involving bodily injury, or property damage estimated in excess of \$200.00, shall be reported as soon as possible to the Airport Manager and to such other governmental agencies as required by law.

22.04 Aircraft Operations Regulations

22.04.01 FAA regulations

22.04.01 FAA regulations

The FAA air traffic rules and regulations governing the operation of aircraft and airports in effect as of the effective date of the ordinance from which this title is derived as well as all subsequent

additions thereto are made a part of these airport rules and regulations as fully as if set forth in this title.

Parking and storage - No aircraft shall be parked or stored at the airport except in the areas designated for such use by the Airport Manager. Aircraft shall not be left unattended at the airport unless it is secured or within a hangar.

Repair and maintenance. - The performance of aircraft and engine repair and maintenance is considered to be an aeronautical service regulated by the County except where such service or repairs are performed by the aircraft owner or his or her employees, or where such minor repairs are authorized by FARs. The County reserves the right to designate, through its Airport Manager, reasonable areas where such aircraft owners may be required to perform services on their own aircraft. In the open tie-down area, only minor repairs are allowed.

Illegal parking - At the direction of the Airport Manager, the operator, owner, or pilot of any illegally parked aircraft on the airport premises shall move the aircraft to a legally designated parking area on the airport. If the operator refuses to comply with the directions, the County, through its Airport Manager, may tow the aircraft to such place, at the operator's expense and without liability for damage that may result from such moving.

Removal of damaged, disabled or abandoned aircraft - The pilot, operator or owner of any aircraft damaged, disabled, or otherwise abandoned because of an accident or incident at any County airport shall be responsible for the prompt removal of such aircraft or parts thereof from the runway or operational areas of the County airport as directed by the Airport Manager or his or her deputy. In the event of an accident or incident, the County, through its Airport Manager, may, in compliance with FAA and other governmental regulations, move damaged aircraft from the landing or operational areas, at the expense of the owner and without liability for damage resulting from such moving in the absence of gross negligence by the County.

Detention authority - The Airport Manager shall have the authority to reasonably detain any aircraft for nonpayment of any charges due to the County.

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

Takeoffs and landings - All takeoffs and landings shall be confined to the runways and all other movement of aircraft shall be confined to the hard surface areas unless prior written authorization is obtained from the Airport Manager.

Right-of-way - All aircraft have the right-of-way over all surface vehicles on the airport premises.

Reckless flying - It is unlawful for any person to operate any aircraft in the County with a willful or wanton disregard for the safety of persons or property, whether his or her own or that of others.

Engine runup - A person shall perform neither an engine runup nor prolonged engine test operations of aircraft in any area that would result in a hazard to other aircraft, persons or property.

Securing of loose items - No person shall leave any item on the airport ramps, taxiways, runway, or tie-down areas without securing it by means sufficient to avoid any unwanted movement.

Ultralight aviation - Ultralight aviation is allowed at a County airport if the aircraft:

- A. Complies with all FAR pt. 103, subpt. B Operating Rules.
- B. Has a registered tail number with the Federal Aviation Administration and is equipped with a radio.
- C. Complies with all Federal Aviation Administration Notice to Airmen (NOTAM).

22.05 Rules for Aircraft Fueling Operations

22.05.01 Engine Running

22.05.01 Engine Running

Unless otherwise authorized, no aircraft shall be fueled or have fuel drained from it while the aircraft engine is running.

Grounding required - During all fuel operations the aircraft and fueling device shall be grounded by an approved method.

Smoking and open flame prohibited - Smoking or lighting of an open flame shall be prohibited within 50 feet of any fueling operation.

Distance from buildings - Fueling operations shall be conducted and fuel trucks shall be parked at least 50 feet from any hangar or building. Fueling is not permitted inside a hangar or under any covering.

Leaks prohibited - All fuel-dispensing equipment shall be kept in a safe and non-leaking condition.

Dangerous conditions prohibited - Unless otherwise authorized, it is unlawful for any person to fuel or remove fuel from any aircraft or other vehicle under the following circumstances at any County airport premises:

Unless fire extinguishers are readily accessible outside the aircraft to the personnel fueling or draining the aircraft;

To continue fueling an aircraft when there is gasoline pooling on the ground under the aircraft;
In any other manner prohibited by applicable FARs.

Acts prohibited near fueling operation - It is unlawful for any person to do any of the following acts while fuel is being put into or removed from any aircraft located on a County airport premises:

Start or operate any engine on the aircraft;

Knowingly allow any fuel to overflow any fuel tank or container;

Use or move any material which could cause a discharge of static electricity within 50 feet of the aircraft.

Storage approval required - It is unlawful for any person to store gasoline or other inflammable substances in an unsafe manner on any County airport premises above or under the surface of the ground unless in an approved fuel storage/dispensing vehicle or container properly identified

as such, or permitted by a prior express written agreement with the Airport Manager or above-ground storage allowed in the tie-down area.

22.06 Fire Regulations

22.06.01 Smoking or Open Flame

22.06.02 Fire Prohibited

22.06.03 Orderly Premises

22.06.04 Cleaning Floors

22.06.05 Moving or Obstructing Fire Equipment

22.06.06 Failure to Remove Fire Hazard

22.06.01 Smoking or Open Flame

Smoking or lighting of an open flame in an unsafe manner is prohibited at places with posted signs, inside or within 50 feet of any aircraft and within 50 feet of hangars or inside a hangar, fuel trucks, or fuel loading stations, and tank farms, and upon any parking apron.

22.06.02 Fire Prohibited

No person shall start an open fire or use any open flame for any purpose at any place on any County airport without permission of the Airport Manager.

22.06.03 Orderly Premises

Tenants and persons are required to keep their premises clean and clear of all rubbish, junk, debris, and unsightly objects. It is unlawful for any tenant or lessee of any building or leased public premises on a County airport premises to fail or neglect to keep all floors and walls of the building or premises free and clear of oil, grease or other inflammable substance, or to fail to maintain and regularly empty suitable covered metal rubbish containers.

22.06.04 Cleaning Floors

It is unlawful for any person to clean any floor or other portion of any hangar or other building on any County airport premises with any inflammable liquid in an unsafe manner.

22.06.05 Moving or Obstructing Fire Equipment

It is unlawful for any person to move any fire extinguisher, fire hose, or other device used to extinguish fires from its container or holder on any County airport premises, except to inspect or replace it, or unless for security purposes, or in case of fire or other emergency, or in any manner to obstruct free access to and use of any fire hydrant, fire truck, fire extinguisher, fire hose, or other device used to extinguish fires located upon any County airport premises.

22.06.06 Failure to Remove Fire Hazard

It is unlawful for any person maintaining or controlling a fire hazard upon a County airport premises to fail to forthwith remove or eliminate it upon receipt of a written notice directing its elimination, or setting forth such acts or conditions necessary to eliminate the hazard, signed by the Airport Manager.

22.07 Aircraft Traffic

22.07.01 Starting Aircraft

22.07.01 Starting Aircraft

It is unlawful for any person to start or operate any aircraft or aircraft engine at any County airport:

- A. Unless a competent operator is attending the controls of the aircraft or engine or is otherwise controlling it in an authorized manner.
- B. In the case of an engine removed for maintenance, unless the engine is housed in an appropriate maintenance test stand in an approved manner.
- C. When the aircraft is in a position such that the propeller slipstream or jet blast will damage or interfere with the operation of other aircraft, motor vehicles, mobile equipment, hangars, fuel islands, shops or other buildings, or injury to personnel, passengers or spectators.

22.08 Minimum Standards

22.08.01 County-owned Airports Policy

22.08.02 Waiver

22.08.03 Personal Use Lease Agreements

22.08.04 Fixed Base Operator or Single Service Operator Lease Agreements

22.08.05 Offsite Operator Authorization and Access Agreements

22.08.01 County-Owned Airports Policy

The County shall adopt detailed regulations to implement these minimum standards which shall be made a policy of the Board of Supervisors and may be amended from time to time.

22.08.02 Waiver

The Airport Manager may, at their discretion, waive all or any portion of the adopted minimum standards for the benefit of any government or governmental agency or department or person performing public services to the aircraft industry, or performing air search and rescue operations, or performing fire prevention or fire-fighting operations.

22.08.03 Personal Use Lease Agreements

Before any person may operate an airplane out of a hangar or ground lease that is located on a County airport, that prospective lessee (applicant) must enter into a written lease with the County.

- A. To apply for a ground lease or County-owned hangar on a County airport, an applicant shall submit a County-prescribed lease application form, with all required attachments, to the Airport Manager, pursuant to County-Owned Airports – Regulations, Security, and Leases Policy.
- B. If a person or entity has purchased an ownership interest in a hangar that is located on the airport and does not have an active ground lease with the County authorizing them to operate out of that hangar, the person or entity must provide the County with the proper lease application within two weeks of purchase.
- C. Application review - The Airport Manager will review all applications in the order in which they are received. The application can be denied for one or more of the following reasons:
- D. Availability - There is no appropriate, adequate, or available space at the Airport to accommodate the ground lease at the time of the application.
- E. Ownership of hangar - The applicant has not submitted proof that he or she is empowered to bind the entity who owns the hangar.

- F. Incomplete - The application does not contain the information required by the County, and the applicant has not supplied that information in a timely manner after the County requested it.
- G. Noncompliance with Airport Layout Plan - The proposed lease does not comply with the Airport Layout Plan.
- H. Misrepresentation - The applicant or agent has provided false or misleading information or failed to fully disclose important facts in the application or supporting documentation.
- I. History of violations - Applicant has a record of violating the minimum standards or the rules and regulations of any airport, Federal Aviation Regulations, prior lease terms, or any other rules and regulations applicable to the County airports.
- J. Lease application denial - Upon denial, the Airport Manager shall provide the applicant with a written statement indicating the reason(s) for the denial. The applicant may submit a revised application that addresses the deficiencies identified in that written statement.
- K. Lease application approval - Upon approval, the Airport Manager will prepare a formal lease setting forth the terms and conditions governing the land or facility use.

22.08.04 Fixed Base Operator or Single Service Operator Lease Agreements

A single service operator (SSO) is a commercial business duly licensed and authorized by written agreement with the County to provide aeronautical services to the public at the airport and conduct business activities within an office, hangar, or shop on the airport. A fixed base operator (FBO) is a commercial business that provides fuel or other airport operations on behalf of the airport sponsor.

- A. To apply for an SSO or FBO lease at any County airport, an applicant shall submit a County approved lease application form, with all required attachments, to the Airport Manager pursuant to County Owned Airports Regulations, Security, and Leases Policy;
- B. An operator must obtain any applicable commercial operator certificates from the Federal Aviation Administration prior to starting business operations;
- C. SSO and FBO leases are non-transferable;
- D. The prospective operator (applicant) must obtain a lease agreement before business operations can start. The agreement will contain the terms and conditions under which the operator will operate business at the airport, including, but not limited to, the term of the agreement, the rentals, fees and charges, rights, privileges, and obligations of the respective parties. It should be understood that these minimum standards do not represent a complete recitation of the provisions to be included in the written agreement. Those contract provisions, however, will not change, modify, or be inconsistent with these minimum standards;
- E. Application review - The Airport Manager will review all applications in the order in which they are received. The application can be denied for one or more of the following reasons:
- F. Safety Hazard - The applicant's proposed operations or construction will create a safety hazard on the airport. In order to deny an application on this basis, the County shall have adequate evidence demonstrating that safety will be compromised if the applicant is allowed to engage in the proposed activity. Before denying on this basis the County will contact the local Airports District Office (ADO) or the Regional Airports Office to seek their guidance in accordance with Advisory Circular AC 150/5190-8.
- G. Availability - There is no appropriate, adequate, or available space or building on the airport to accommodate the entire proposed activity of the applicant at the time of the application.

- H. Incomplete - The application does not contain necessary information required by the County and the applicant has not supplied that information in a timely manner after the County requested it.
- I. Noncompliance with Airport Layout Plan - The proposed operation or airport development or construction does not comply with the Airport Layout Plan.
- J. Misrepresentation - Applicant provided the County with false, misleading, misrepresented, or not fully disclosed information in the application or supporting documents.
- K. History of Violations - Applicant has a record of violating these minimum standards or the rules and regulations of any other airport, Federal Aviation Regulations, or any other rules and regulations applicable to a County Airport.
- L. Adverse Credit History - Applicant's credit report reveals a history of defaults or late payments.
- M. Funding - The approval of an application will require the expenditure of airport funds, labor or materials on the facilities described in or related to the application, or the operation could have a negative impact on the airport's financial operations.
- N. The County may, at its discretion, approve or deny a concessionaire's application to sell, furnish, or establish non-aviation products, supplies, or any service or business of a non-aeronautical nature at the airport.
- O. Application Denial - If the Airport Manager denies an application, the Airport Manager shall provide the applicant with a written statement indicating the reason for the denial. The applicant may submit a revised application that addresses the deficiencies identified in that written statement;
- P. Application Approval - If the Airport Manager approves the application for a commercial operator, the Airport Manager shall prepare a lease setting forth the terms and conditions governing the land and facility use. The Airport Manager will then bring the lease to the Board of Supervisors at a regular meeting for approval. The Board of Supervisors has ultimate and final authority to approve commercial operator agreements/leases.

22.08.05 Offsite Operator Authorization and Access Agreements

An offsite aeronautical operator or service provider is business entity engaged in commercial operations at the airport who does not lease property from the County, such as an independent mechanic or flight instructor.

- A. To apply for an access agreement as an off-airport aeronautical service provider, an applicant shall submit a County-prescribed lease application form, with all required attachments, to the Airport Manager pursuant to County Owned Airports Regulations, Security, and Leases Policy.
- B. The service performed must not create or operate as an ongoing commercial business within a hangar or another location at the airport.
- C. An operator must obtain any applicable commercial operator certificates from the Federal Aviation Administration before starting business operations.
- D. Agreements are non-transferable and sale or assignment of the agreement is prohibited.
- E. Application review. The Airport Manager will review all applications in the order in which they are received. The application can be denied for one or more of the following reasons.
- F. Safety hazard - The applicant's proposed operations will complicate the control of vehicular and aircraft traffic, compromise the security of the airfield operations area, or otherwise create a safety hazard on the airport.

- G. Incomplete - The application does not contain necessary information required by the County and the applicant has not supplied that information in a timely manner after the County requested it.
- H. Misrepresentation - Applicant provided the County with false, misleading, misrepresented, or not fully disclosed information in the application or supporting documents.
- I. History of violations - Applicant has a record of violating these minimum standards or the rules and regulations of any other airport. Federal Aviation Regulations, or any other rules and regulations applicable to the County airports.
- J. Funding - The granting of the application will require the expenditure of airport funds, labor or materials on the facilities described in or related to the application, or the operation could have a negative impact on the airport's financial operations.
- K. Agreement application denial - Upon denial, the Airport Manager shall provide the applicant with a written statement indicating the reason(s) for the denial. The applicant may submit a revised application that addresses the deficiencies identified in that written statement.
- L. Agreement application approval - Upon approval, the Airport Manager will prepare an access agreement setting forth the terms and conditions governing the land or facility use.

THIS ORDINANCE WAS PASSED AND ADOPTED by the Glenn County Board of Supervisors, State of California, at a meeting of said Board held on December 23, 2025, by the following vote:

AYES: Supervisors Arendt, Carmon, Withrow, Yoder and Rossman (Chairman)

NOES: None

ABSENT OR ABSTAIN: None



MONICA ROSSMAN, Chairman
Glenn County Board of Supervisors

ATTEST:



SCOTT H. DE MOSS, Clerk of the Board
County of Glenn, California