



City of Phoenix Aviation Department Rules & Regulations

Number: R&R 02-04

Authority: These Rules and Regulations are promulgated pursuant to Phoenix City Code Chapter 4; Article I, Section 4-2 and Article VII, Section 4-149.

Rule and Regulation: Minimum Standards – Fixed Base Operators (FBOs) at Phoenix Goodyear Airport (GYR)

Purpose: These Minimum Standards govern Fixed Base Operators at Phoenix Goodyear Airport (GYR). The purpose of these Minimum Standards for FBOs is to encourage, promote, and ensure: (1) the delivery of high quality General Aviation products, services, and facilities to Airport users, (2) the design and development of quality General Aviation Improvements and facilities at GYR; (3) safety and security, (4) the economic health of Airport General Aviation Businesses, and (5) the orderly development of Airport property.

The information and requirements defined in these Minimum Standards have been derived from Federal Aviation Administration documents, City of Phoenix Ordinances and the City of Phoenix Aviation Department Rules and Regulations and tailored to the nature and scope of current and projected aviation use at Phoenix Goodyear Airport. All amendments to these documents shall be considered as included, and all definitions shall be interpreted on that basis and in consideration of the intentions of these documents.

General Terms and

Conditions: These Minimum Standards include all provisions contained in the General Terms and Conditions for Commercial Aeronautical Activities.

Definitions: Defined terms used in these and all other City of Phoenix Aviation Department Minimum Standards shall be capitalized throughout the Minimum Standards. Definitions may be provided in the text or reflected in the City of Phoenix Rule and Regulation: Definitions. Terms which are neither capitalized nor listed shall be construed using the common meaning as they apply to generally known aviation industry standards.

Introduction And Application of Minimum Standards:

Standards: For purposes of these Minimum Standards, a Fixed Base Operator (FBO) is any commercial operator engaged in the sale of General Aviation products, services, and facilities to include, at a minimum, the following activities at GYR: aviation fuels and lubricants (Jet Fuel, Avgas, and Aircraft lubricants);



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passenger, crew, and Aircraft ground services, support, and amenities; Aircraft Maintenance; and Tiedown, hangar, Aircraft Parking, office, and shop.

The City recognizes that as of the date that these Rules and Regulations for FBO Minimum Standards were adopted and promulgated, there is currently no privately operated FBO at GYR. The City reserves the right to enter into an agreement with a private entity to develop and operate the first FBO at GYR with terms and conditions that are less than those outlined in these Minimum Standards for a limited period of time (i.e. pioneering period). The duration of the pioneering period shall be specified in the Agreement and shall only be valid during that specific period of time.

Each FBO at GYR shall comply with these Minimum Standards, restrictions and conditions at all times.

I. Scope of Activity

Unless otherwise stated in these Minimum Standards, all products and services shall be provided by FBO's Employees using FBO's Vehicles and Equipment.

FBO's products and services shall include the following:

1. Aviation fuels and lubricants (Jet Fuel, Avgas, and Aircraft lubricants):
 - a. FBO shall deliver and dispense, upon request, Jet Fuel, Avgas, and Aircraft lubricants.
 - b. FBO shall provide a response time of no more than 30 minutes during required hours of activity.
2. Passenger, Crew, and Aircraft Ground Services, Support, and Amenities.
FBO shall:
 - a. meet, direct, and park all Aircraft arriving on FBO's Leased Premises
 - b. provide oxygen and compressed air services
 - c. provide Aircraft ground power units
 - d. provide courtesy transportation, utilizing FBO's Vehicles, for passengers, crew, and baggage, as necessary and/or appropriate
 - e. make available crew and passenger ground transportation arrangements (limousine, shuttle, and rental car)
3. Aircraft Maintenance
 - a. FBO shall provide Aircraft Maintenance (as defined in 14 CFR Part 43) for Groups I and II Piston Aircraft.
 - b. FBO shall engage in the sale of Aircraft parts and accessories.
 - c. FBO shall be able to provide Aircraft line maintenance for General Aviation Aircraft up to Group I Turboprop and Turbojet Aircraft.



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- d. FBO can meet these Minimum Standards for the provision of Aircraft Maintenance by and through an authorized Sublessee who is in compliance with these Minimum Standards and operates from the FBO's Leased Premises.
4. Aircraft Storage
 - a. FBO shall develop, own, and/or lease facilities for the purpose of Subleasing (to the general public) Aircraft storage facilities and/or associated office or shop space to entities engaging in commercial or non-commercial aeronautical activities.
 - b. FBO shall use the Leased Premises for the purpose of engaging in approved Subleasing of Aircraft storage facilities and associated office and shop space and/or use by FBO (primarily for FBO's Aircraft and/or Equipment).
5. Aircraft Flight Training
 - a. FBO shall engage in providing flight instruction to the general public.
 - b. FBO can meet these Minimum Standards for the provision of Aircraft Flight Training by and through an authorized Sublessee who is in compliance with these Minimum Standards and operates from the FBO's Leased Premises.

II. Leased Premises

FBO shall have adequate land, facilities (hangars, terminal, maintenance, and fuel storage), and Vehicle Parking to accommodate all activities of FBO and all approved Sublessees, but not less than the following:

1. Contiguous Land (total Leasehold) – seven (7) acres (304,920 square feet), upon which all required Improvements including Apron, Paved Tiedown, facilities, and Vehicle Parking shall be located.
2. Apron – six (6) acres (261,360 square feet), with a weight bearing capacity adequate to accommodate an Aircraft with a maximum takeoff weight of 175,000 pounds (dual wheel). Apron area is included in the Contiguous Land area requirement.
3. Paved Tiedown – adequate to accommodate the number, type, and size of Based Aircraft and Transient Aircraft requiring Tiedown space at the FBO's Leased Premises, but not less than twenty-five (25) Paved Tiedown spaces each capable of accommodating Aircraft having a minimum wingspan of 40 feet. Paved Tiedown area is included in the Apron area requirement.
4. Facilities – 28,000 square feet (total) consisting of the following:
 - a. Terminal space – 2,000 square feet



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Customer area shall be at least 1,250 dedicated square feet to include adequate space for crew and passenger lounge(s), flight planning room, conference room, public use telephones, and restrooms.

Administrative area shall be at least 750 dedicated square feet to include adequate space for Employee offices, work areas, and storage.

b. Maintenance space – 10,500 square feet

Maintenance customers shall have immediate access to FBO's customer lounge, public use telephone, and restrooms.

Administrative area for Maintenance shall be at least 250 dedicated square feet to include adequate space for Maintenance Employee offices, work areas, and storage.

Maintenance area/Shop area shall be at least 250 dedicated square feet to include adequate and dedicated space for Maintenance Employee work areas, shop areas, and storage for Aircraft parts and Equipment.

Maintenance Hangar area shall at a minimum be a single structure of no less than 10,000 square feet and a door height of 27 feet and door width of 120 feet, or large enough to accommodate the largest Aircraft undergoing Aircraft Maintenance (other than preventative Aircraft Maintenance), whichever is greater.

c. Aircraft storage space – 15,000 square feet

Each Aircraft storage hangar shall be no less than 10,000 square feet with a door height of 27 feet and door width of 120 feet.

d. Flight Training space – 500 square feet

Customer area shall be at least 250 dedicated square feet to include adequate space for class/training rooms. Flight Training customers shall have immediate access to FBO's customer lounge, public use telephone, and restrooms.

Administrative area for Flight Training shall be at least 250 dedicated square feet to include adequate space for Flight Training Employee offices, work areas, and storage.



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III. Fuel Storage

1. FBO shall construct or lease and maintain an on-Airport aboveground fuel storage facility at GYR in a location approved by the City.
2. Fuel storage facility shall have total capacity for three (3) days peak supply of aviation fuel for Aircraft being serviced by FBO. In no event shall the total storage capacity be less than:
 - a. 40,000 gallons for Jet Fuel storage
 - b. 20,000 gallons for Avgas storage
3. FBO shall have adequate storage, with appropriate secondary containment, for waste fuel or test samples.
4. FBO shall, at its sole expense, maintain the fuel storage facility, all Improvements thereon, and all appurtenances thereto, in a clean, neat, orderly, and fully functional condition consistent with good business practice and equal or better than in appearance and character to other similar Improvements on GYR.
5. FBO shall demonstrate that satisfactory arrangements have been made with a reputable aviation petroleum supplier/distributor for the delivery of aviation fuels in the quantities that are necessary to meet the requirements set forth herein.
6. FBO shall have a written Spill Prevention, Control, and Countermeasures Plan ("SPCC Plan") that meets Regulatory Measures for aboveground fuel storage facilities. A copy of the SPCC Plan shall be filed with the Aviation Director at least 30 days prior to commencing operations or upon an update of the SPCC Plan.
7. FBO shall be liable, indemnify, and hold harmless the City for all leaks, spills, or other damage that may result through the handling and dispensing of fuel.
8. Fuel delivered/dispensed by the FBO shall be meet quality specification as outlined in ASTM D 1655 (Jet A) and ASTM D 910 (Avgas). Ensuring the quality of the fuel is the sole responsibility of FBO.
9. FBO shall have a current and executed Fuel Dispensary Permit authorized by, and on file with, the Aviation Director.
10. FBO shall maintain current fuel reports on file, including total gallons of fuel delivered by type, and make such reports available for auditing at anytime by the City.

