

APPENDIX A

**Paine Field Minimum Standards and Guidelines
for Commercial Services at Snohomish County Airport
April 1998**

	FIXED BASE OPERATORS										INDEPENDENT	
	FULL SERVICE		LIMITED SERVICE								Independent	Independent
	General Aviation Flight School, Rental, Maintenance	General Aviation Corporate	Aircraft Maint and Repair	Aircraft Rental	Flight Instruction	Specialty Services	Aircraft Sales	Air Taxi Charter	Flying Club	Fuel Wholesale & Retail	Independent Mechanic	Independent Flight Inst.
SERVICES:	Avgas fuel, Maint/Repair, Tiedown, Pilot supplies, Oxygen Servicing, Ramp services, and Acft. Rental/ Flight Instruction or Terminal services	Jet Fuel, Maint/Repair, Tiedown, Pilot supplies, Oxygen Servicing, Ramp services and Terminal services	Airframe, power plant and accessory repair	Aircraft check out and rental	Ground school and flight instruction for private pilot or other FAA ratings	Avionics & Instrument repair, propeller service, refurbishment (paint /interiors), modifications, pilot shop, parts, supplies	GA Aircraft sales	Air Taxi & charter	Club flying only, no revenue flights. See Airport Rules and Regulations.	Wholesale & retail sales of jet fuel and avgas	Mobile airframe, powerplant, & accessory maintenance and inspection	Flight Instruction for private pilot or other FAA ratings
LAND:	3:1 land to building, auto parking, plus 15 tiedown spots	3:1 land to building, auto parking, plus 1.2 acres paved ramp for aircraft tiedown	3:1 land to building, auto parking, plus 3 tiedowns	3:1 land to building, auto parking, plus 3 tiedowns	3:1 land to building, auto parking, plus 3 tiedowns	3:1 land to building, auto parking	3:1 land to building, auto parking, 5 tiedown spots	3:1 land to building, auto parking, tiedown	Hangar or tiedowns for each aircraft	3:1 land to building, auto parking, setbacks for fuel storage.		
FACILITIES:	1000 sqft office, 2000 sqft hangar, pilot lounge,	1500 sqft office/terminal, 4,000 sqft hangar	200 sqft Office, 2000 sqft hangar	300 sqft office, pilot lounge	800 sqft office	As required	300 sqft office,	terminal agreement with airport		25,000 gal each jet fuel & avgas, 300 sqft of office		
PERSONNEL:	1 mech, 1 CFII, 1 IA, 1 ramp fueler	1 mech, 1 IA, 1 ramp fueler, 1 terminal receptionist	1 mech, 1 IA	1 CFII, 1 mech	1 CFII, 1 mech	As required		As required by FAA		Part 139 Training	IA	1 CFII
EQUIPMENT:	3 aircraft, fuel truck or self serve fuel station, tow tractor capable of 10,000 lb acft	fuel truck or self-serve fuel station, tow tractor capable of 30,000 lb acft tow		2 aircraft	2 aircraft			1 aircraft	1 aircraft	Fixed or mobile fuel delivery systems		
HOURS:	Fuel avail 12 hours/day summer, 10 hours winter, Office open 8:00 am till 5:00 pm everyday except holidays.	Fuel avail 12 hours/day summer, 10 hours winter, On call fuel avail anytime. Office open 8:00 am till 5:00 pm everyday.	40 hours week, msg service	40 hours week, msg service	40 hours week, msg service	40 hours week, msg service	40 hours week, msg service	40 hours week, msg service		Fuel avail 12 hours/day summer, 10 hours winter, On call fuel avail anytime. Office open 8:00 am till 5:00 pm everyday.	Available by phone	Available by phone
LIABILITY INSURANCE:												
Premises	\$1M		\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$1M	\$2M	\$1M	\$1M
Products	\$1M		\$1M	NA	NA	\$500K	\$500K	NA	NA	\$2M	\$1M	NA
Completed Operations	\$1M		\$1M	NA	NA	\$500K	NA	NA	NA	\$2M	\$1M	NA
Hangarkeeper	\$50K/\$300K	\$100K/\$300K	\$100K/\$300K	NA	NA	\$50K (3)	\$50-\$300K	NA	NA	NA	\$50-100K	NA
Aircraft	\$1M/\$100K per seat		NA	\$500K/\$100K	\$500K/\$100K	NA	NA	\$500K/\$100K	\$500K/\$100K	NA	NA	\$500K/100K

GENERAL NOTES:

- Personnel must hold appropriate FAA licenses for the functions they perform.
- All service providers are considered commercial businesses and must meet all FAA, State and County requirements for the services they provide
- Fueling equipment and personnel must meet Paine Field Fueling requirements
- All FBO's must provide access to phone and restrooms.
- Flying Club requirements are provided in Paine Field Rules and Regulation
- Where a Minimum Standard is not listed, the Airport Director will review prospective business plan and approve/disapprove lease.
- All service providers must have a phone/message system
- Maintenance on aircraft beyond the scope of Preventive Maintenance (FAR Part 43 Appendix A) must be conducted in a hangar
- Maintenance on aircraft used by Aircraft Rental and Flight Instruction FBOs may be contracted with an FBO in lieu of in-house maintenance
- Every commercial activity shall possess a valid state Tax ID Number, collect appropriate sales tax, file tax reports and make all appropriate tax payments required by law.
- Completed Operations coverage is required if the service provider provides Aircraft Maintenance & Repair Services
- Liability coverage is required if the service provider tows, taxis or flies non-owned aircraft.