

# MUSKEGON COUNTY AIRPORT

## Hangar Access and Parking Policy

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### 1. GENERAL

This policy outlines procedures for tenants to access T-hangars and parking for tenant and guest automobiles. Entry to airside T-hangar areas is restricted to tenant automobiles only.

### 2. FEDERAL SECURITY REGULATIONS

This policy ensures the airport's compliance with federal security regulations Part 1450. **The primary goal of this regulation is to limit access to the air operations area to essential vehicles only and prevent unlawful entry of persons and vehicles.** Violation of federal security regulations can result in a fine and loss of access privileges.

### 3. ACCESS CARD

One free access card will be issued to each tenant with a current and signed hangar lease agreement. The card will permit entry of tenant automobiles to the T-hangar area. The access card will record each individual's usage of the gate system. Upon termination of the hangar lease agreement, the card will be deactivated and should be returned unless a new lease is executed. A lost card should be reported immediately so it can be deactivated. A new card can be obtained by paying a \$10.00 replacement fee. One additional card will be issued to each tenant, upon request, for a fee of \$10.00.

### 4. AUTOMOBILE ACCESS

Access to the south T-hangar area by tenant automobiles will be via Gate 8 off Sinclair Drive (near the tower). Access to the northeast T-hangar area and West Michigan Flying Club will be via Gate 26 off Airport Road. To enter, simply pass the access card near the card reader and the gate will open. The gate will close automatically after entering. The gate will also open automatically when approached for exiting. Again, only tenant vehicles will be permitted in the T-hangar area.

### 5. TENANT AUTOMOBILE PARKING

Parking of T-hangar tenant automobiles should be in the hangar or on the pavement adjacent to the tenant's hangar. No parking will be permitted on grass areas. Any automobile parked on the grass is subject to ticketing and/or towing at owner's expense.

### 6. GUEST PARKING

Guest parking for south T-hangar area tenants must be in the lot south of Sinclair Drive. Access to the T-hangar will be via Personnel Gate 8A.

Guest parking for northeast T-hangar tenants and West Michigan Flying Club members shall be in the parking area adjacent to the Muskegon County Emergency Services hangar at 685 E. Airport Road. Guests for this area will have to be escorted onto the airside by a T-hangar tenant or Flying Club member.