



Mt. Royal
Airpark

AVIATION COMMITTEE

MT. ROYAL AIRPARK PAVILION

109 Airport Drive

Crescent City, FL 32112

February 3, 2024

10:00 a.m.

Meeting Minutes

COMMITTEE MEMBERS:

Kevin Poston, Chairman
Flint Brady
Kevin Funk
Marshall Tetterton
Dave Worrell (By Phone)

I. Call to Order- Kevin Poston

Kevin Poston, Airport Manager, called the meeting to order at 10:05 AM. All committee members were in attendance; Dave Worrell attended by telephone.

II. Business

- A. Purpose- The purpose of the meeting was to discuss rules and regulations and make recommendations to the Board for approval regarding any and all aspects of aviation affecting the Community.
- B. Review Article VI, 4. Aviation Committee and Article IX, Use Restrictions, Section 9.02, Aviation Activities.
- C. Review procedures from other airports and develop 3FLO procedures. The committee members had an opportunity to review procedures from Leeward Ranch, Spruce Creek, and MRAP Aviation Guidelines from February 19, 2009. The Committee suggests the following changes to the Mount Royal Aviation Guidelines (2009), subject to the Board of Director's approval. See attached amended guidelines.

- **Paragraph 1:** The Airpark Identifier has been modified, changing the letter "O" to the number "0" (zero).
- **Paragraph 2:** No changes.
- **Paragraph 3:** The airpark frequency was changed from 123.05 to 123.15 MHZ.
- **Paragraph 4:** *The runway is currently lit from dusk to dawn.* When functioning properly, the timer should be set to switch off the runway lights at 10:00 p.m. To make pilot-controlled lighting available at other times, both the timer and coax cable need to be replaced. To activate the pilot-controlled lighting at other times, pilots need to use three clicks on the Airpark frequency. The lights will remain on for 15 minutes and start cycling on and off during the last minute before turning off completely. Please note that the number of clicks required to activate the lighting system should be updated from five to three. It should also be noted that if the timer is not repaired or replaced, this paragraph must be removed.
- **Paragraph 5:** *Pilots should use standard approach and departure procedures.* The instruction "Runway 8 is left traffic; Runway 26 is right traffic," and the reference to the eagle's nest north of the runway has been removed. The Committee has recommended a poll of pilots to standardize traffic patterns on the north side of the runway to left traffic. This will promote safe, standardized, and uncomplicated operating procedures that effectively reduce noise exposure. Seaplanes can operate safely south of the runway.
- **Paragraph 6:** No changes; however, the trees at the end of the east runway are hazardous and should be trimmed regularly to avoid obstructing approaches.
- **Paragraph 7:** Removed maintenance vehicles; only approved vehicles are allowed on the runway. It is important to remind all companies that airplanes have the right-of-way, and they should not cross the runway or park equipment in run-up areas.
- **Paragraph 8:** Consolidated two paragraphs into one regarding run-up.
- **Paragraph 9:** The committee added a new paragraph to address the use of helicopters in the Airpark. They discussed limiting helicopter use to maximum performance take-offs only until a designated location could be established for departures. However, towing the helicopter to the runway is preferred. The committee also agreed that hover taxiing over paved taxiways and roadways would not be authorized. It's worth noting that nothing in the FAA regulations prohibits a pilot from landing safely in relation to their property.
- **Paragraph 10:** The Aviation Committee aims to ensure the safest possible environment for aviation operations to minimize accidents in the air and on the ground for residents and guests. All aircraft Owners, except for fixed-wing and gyrocopters, must submit a general operations plan to the committee before operating their aircraft in the Airpark. Examples of aircraft that require

an operations plan are helicopters, ultralights, balloons, paragliders, drones, and unmanned aircraft systems. The operations plan should include liability coverage, takeoff and departure to be used, airport traffic pattern to be used, hours typically flown, noise considerations, and emergency procedures.

- **Paragraph 11:** No changes.
- **Paragraph 12:** The Board needs to clarify the requirements for Owner's Insurance. There is a discrepancy between the liability coverage stated in the Guidelines and C&Rs paragraph 11.02. The Guidelines recommend liability coverage of \$500,000, and the policy must be submitted to the Secretary. On the other hand, C&R requires a liability coverage of \$1,000,000 for each owned plane, and the Association may request copies of the applicable insurance policy. It is worth noting that the C&R language was inserted in the Guidelines.
- **Paragraph 13:** Parking is not allowed on the taxiways and roadways. However, no specific location has been designated for aircraft parking. During the committee meeting, it was discussed establishing a transient parking area that would be limited to a maximum of 72 hours. If space is allowed, the plan includes installing a culvert and tie-downs to accommodate two to three aircraft.
- **Paragraph 14:** No changes.
- **Paragraph 15:** Wildlife feeding poses a safety hazard and should be strictly prohibited. The committee recommends taking the following measures to address this issue: placing another notice at the mail drop, publishing an article in the quarterly newsletter to remind the community of the dangers of feeding wildlife, and amending the C&Rs to include consequences for violators. Since previous attempts at adverse conditioning have not been effective, it is time to petition FWC to act against offenders.

Additional Recommendations:

1. Adopt the MRAP Aviation Guidelines.
2. Replace the timer and coax cable for the lighting system so lights can be mic'd on at night.
3. Poll the pilots on which traffic pattern they prefer to use north of the runway. The committee recommends all traffic patterns are left-hand.
4. Clarify insurance requirements.
5. Purchase signage for the front gate, Crossover, and taxiways: "Aircraft have Right-of-Way." In addition, anytime gates are open to the public for yard sales or other events, stakes should be placed strategically to keep guests safe and off the runway.
6. All companies doing business in the airpark should be reminded, "Airplanes have the Right-of-Way," and they should not cross the runway or park equipment in run-up areas.

7. Wildlife is still a safety concern and feeding them should be strictly prohibited. The committee suggests writing an article for the newsletter and amending the C&Rs to include repercussions. Since attempts at adverse conditioning have not been successful, it is now necessary to petition FWC to act against offenders.
8. Designate a transient parking space for aircraft and limit use to 72 hours.
9. Designate a location for safe helicopter operations.
10. It is recommended to establish a routine tree trimming activity on Runway-26 to mitigate potential hazards during the approach.

III. Adjournment

The meeting adjourned at 11:23 p.m.



Aviation Guidelines Mount Royal Airpark Property Owners' Association

Mount Royal Airpark is an aviation-friendly Airpark that wishes to promote safe, responsible aviation. All aviators at Mt. Royal Airpark must operate their aircraft in a safe, responsible manner and applicable Federal Aviation Regulations (FAR). If any of this language conflicts with the current information in the published FAR, the latter prevails.

1. Airpark Identifier – 3FLO (three – F – L – zero)
2. The runway surface is asphalt, and the dimensions are 2920' by 50'
3. 3FLO frequency is **123.15 MHZ**. This is the common traffic advisory frequency (CTAF). Radio-equipped aircraft shall use this frequency to announce their position in the traffic pattern in accordance with the Airmen's Information Manual (AIM). Weather is available at MRAPweather.com
3. The runway is lit from dusk to dawn currently; however, pilot-controlled lighting is available at other times with three mike clicks on the Airpark frequency. The lights are activated for 15 minutes and cycle on/off for the last minute before going off.
4. Pilots are recommended to use standard approach and departure procedures.
5. Use caution for trees east and west of the runway. There are power lines west of the runway 150 feet MSL over the St. Johns River. Also, use caution for large birds (cranes) and deer on and near the runway.
6. Only approved vehicles and aircraft are allowed on the runway except for emergencies.
7. Do not run up or direct prop-blast toward buildings or vehicles. Do not run up aircraft between 9:00 PM and 7:00 AM except in preparation for take-off.

8. All helicopter takeoff and landing operations will be conducted using the runway. Hover taxiing is prohibited on paved roadways and taxiways.
9. All special-use aviation operations such as helicopters, ultra-light, and balloons must submit an operations plan to the Aviation Committee for review and approval before use in the Airpark.
10. Property owners are responsible for the damage they and their guests cause to the runway, taxiways, and lighting.
11. Owners of operable aircraft at Mount Royal Airpark must carry a minimum of one million dollars (\$1,000,000) liability insurance coverage on each airplane owned. Copies of applicable insurance policies will be provided to the Association upon request (Section 11.02, Owner's Insurance).
12. Parking is not allowed on the taxiways and roadways. The runway and taxiways are for the enjoyment of the Airpark Property Owners and their guests. As aircraft parking is limited, please plan where to park your guest's aircraft to avoid conflicts with other property owners.
13. Trash collection is on Mondays between 7:00 AM and 10:00 AM. Taxiing a low-wing aircraft could be an issue as the Putnam County agreement with Waste Pro requires the trash containers to be within 6 feet of the road. Use caution if you must taxi during these times to avoid damage to aircraft and the property of others.
14. Wildlife feeding is strictly prohibited.

Article IX. USE RESTRICTIONS

The Community will be subject to the following terms, covenants, conditions and restrictions concerning the use, occupancy, care and maintenance of every Lot and all Common Property:

Section 9.01 Residential Use. Subject to the Association's rights set forth herein, all Lots will be used exclusively for residential purposes, and no commercial activity will be permitted on any Lot without written approval of the Board, and consistent with applicable zoning laws and regulations. No Lot will be subdivided so as to reduce its size without written approval of the Board. No trailers, basements, mobile homes or other buildings or structures other than a residential dwelling described herein, will be used at any time as a Residence or guest housing, nor will any structure of any temporary character be used as a Residence.

Section 9.02 Aviation Activities.

- (a) All Owners and prospective purchasers of Lots acknowledge that the Community is an aircraft-oriented "fly-in" community, and by acceptance of ownership or occupancy of a Lot waive any objection to reasonable and customary aviation activities conducted on or about the Community, subject however, to the terms and conditions of this Restated Declaration.
- (b) The Common Airstrip will be limited to use by single and multi-engine light aircraft, not exceeding 12,500 pounds gross weight. Qualified Owners and qualified tenants, occupants, invitees or licensees of the Association will be granted permission to use the Common Airstrip, subject to applicable rules and regulations that may be promulgated, modified or rescinded by the Board from time to time. The Owner, tenant or occupant will have the right to taxi their aircraft on the streets of Mount Royal Airpark and to use the Common Airstrip. The Common Airstrip will remain an airstrip throughout the term of this Restated Declaration. All Common Roads within Mount Royal Airpark will be jointly used by taxiing aircraft and vehicular traffic. All taxiing aircraft traffic on Common Roads will be given precedence over any and all types of vehicular and non-vehicular traffic. Aircraft parking within the Common Roads is prohibited.
- (c) The Board will permanently establish an Aviation Committee, comprised of qualified Owners who will serve at the pleasure of the Board, in an effort to assist and aid the Association with ground and air traffic. The Aviation Committee will be empowered to recommend and oversee reasonable rules and regulations for Board approval regarding any and all aspects of aviation affecting the Community, directly or indirectly, including, without limitation, maximum noise levels for aircraft, size of aircraft and this also includes the establishing of special rules for the use of streets and taxiways by aircraft and other vehicles, parking of aircraft, engine run-up areas and other activities peculiar to a fly-in community.

Aviation Guidelines

Mount Royal Airpark Property Owners' Association

The following is information to help in the orderly flow of traffic and the comfort of the pilots and homeowners in the Mount Royal Airpark. It is the duty of all aviators at Mt. Royal Airpark to operate their aircraft in a safe responsible manner and in accordance with all applicable Federal Aviation Regulations (FAR). If any of this language conflicts with the current information in the published FAR the latter prevails.

1. Airpark Identifier – 3FLO (three – F – L – zero)
2. Runway surface is asphalt and dimensions are 2920' by 50'
3. The runway is normally lighted at dusk until 10:00 PM local time.
4. Pilot controlled lighting available at other times by five mike clicks on the Airpark frequency.
5. Airpark frequency is 123.05 MHZ. This is the common traffic advisory frequency (CTAF). Radio equipped aircraft shall use this frequency to announce their position in the traffic pattern in accordance with the Airmen's Information Manual (AIM).
6. Runway 8 is right traffic; runway 26 is left traffic, to avoid flying low over an eagle's nest north of the runway.
7. Except for emergencies, only maintenance vehicles and aircraft are allowed on the runway.
8. Do not run-up or direct prop-blast toward buildings or vehicles.
9. Property owners are responsible for damage they and their guests cause to the runway, taxiways and lighting.
10. Owners of operable aircraft at Mount Royal Airpark must submit a copy of their \$500,000 liability insurance policy to the MRAPPOA secretary.
11. Use caution for trees east and west of the runway. There are power lines to the west of the runway that are 150 feet MSL over the St. Johns River. Also, use caution for large birds (cranes) and deer on and in the vicinity of the runway.

12. Parking is not allowed on the taxiways and streets.
13. Do not run-up aircraft between the hours of 9:00 PM and 8:00 AM except in preparation for take-off.

The runway and taxiways are for the enjoyment of the Airpark property owners and their invited guests. As aircraft parking is limited, please plan in advance where to park your guest's aircraft so as to avoid conflicts with other property owners.

Trash collection is currently on Mondays and is between 7:00 AM and 10:00 AM. If you taxi a low wing aircraft this could be an issue as the Putnam County agreement with Waste Pro requires the trash containers be within 6 feet of the road. Use caution if you must taxi during these times to avoid damage to aircraft and the property of others.

Mount Royal Airpark is an aviation friendly Airpark that wishes to promote safe responsible aviation.

DON'T DO ANYTHING STUPID!

SPRUCE CREEK AIRPORT PROCEDURES



Created By:

**Airport Mgr. Joe Friend
&
Spruce Creek Airport Authority Committee**

REVISION TRACK

<u>Date</u>	<u>Revision</u>	<u>Revision Description</u>
1 Mar 2010	New	ALL PAGES
1 Jan 2012	A	Revision to invitee parking procedures page 7
1 Jan 2012	A	Update drawings page 9 and 13
1 Mar 2012	B	Revision to invitee parking procedures page 7
1 Mar 2012	B	Update drawing page 13
1 Aug 2012	C	Revision to Scope page 1
1 Aug 2012	C	Update Airport drawing page 9
1 Aug 2012	C	Update Invitee Parking drawing page 13
1 Feb 2013	D	Update Security telephone number page 7
1 Feb 2013	D	Update Taxiway Easements/Right of Ways page 8
1 Jan 2015	E	Change to Helicopter Operations page 4
1 Jan 2015	E	Change to Taxiway Access page 6
1 Jan 2015	E	Change to Invitee (Guest) Parking page 7
1 Jan 2015	E	Update Airport Detail Diagram page A-1
1 Jan 2015	E	Add Taxiway Diagram page A-6
1 Jan 2015	F	Added usage agreement to paragraph 1.01 page 1
1 Jan 2015	F	Added paragraph 7.06 page 8
1 Mar 2015	G	Update Helipad to Helicopter Parking page 4
1 Mar 2015	G	Update Airport drawing page 9
1 May 2017	H	Updated Wording Pages: 1,2,3,4,6,7,13,14.
1 Sept 2017	I	Update drawings page 10, 11, 12, 13, 14, 15, and 17
1 Sept 2017	I	Update text throughout Rwy 5-23 to Rwy 6-24
1 Jan 2018	J	Update drawing page 10
1 Jan 2018	J	Update text pages 2 through 7
13 Sept 2018	K	Update CTAF and pattern altitude on drawings pages 10 & 16
13 Sept 2018	K	Update CTAF and pattern altitude text on pages 1 through 17
13 Sept 2018	K	Update Airport Use Requirements page 3
13 Sept 2018	K	Update Pedestrian Taxiway Access page 7
13 Sept 2018	K	Update Resident Parking page 7
15 Aug 2019	L	Update CTAF and pattern altitude on drawings pages 10 & 16
15 Aug 2019	L	Update CTAF and pattern altitude text on pages 1 through 17
15 Aug 2019	L	Update AC 90-66B reference pages 2 and 16
15 Aug 2019	L	Added Emergency Equipment graphic page 19
15 Aug 2019	L	Added Emergency Firebox Tools photo page 20

1. General

1.01 Scope

Spruce Creek Airport is a private airport owned and operated by the Spruce Creek Property Owners Association (SCPOA). The Spruce Creek Airport Authority Committee through the SCPOA Board of Directors has the authority and the responsibility to oversee the operation of the Airport. **Prior permission** is required to land at the Spruce Creek Airport. All flying activities at the Spruce Creek Airport are regulated by the FAA and by the recommended procedures published in the Aeronautical Information Manual. In addition, a limited number of local rules and procedures, described herein, have been established to promote a safe and enjoyable airport. All residents, tenants and invitees are required to abide by these rules and procedures.

1.02 Windsock Park

This area is for the use and enjoyment of all residents, tenants, and invitees. Its location and proximity to the runway requires special vigilance. No person or vehicles are allowed between the fence and the runway at any time, or the swale on taxiway side. All children should be kept under close supervision at all times because of the proximity to an active runway and taxiway. Pets must be on a leash. Windsock Park is accessed by way of Cessna Blvd., an active taxiway. Taxiing on grass area is prohibited

1.03 Spruce Creek Airport Use Requirements

This is a private airport operating under a renewable Private Airport Registration and Site Approval issued by the State of Florida. Rules and restrictions imposed by this Registration govern its use. Implicit in operating at the Spruce Creek Airport: You are giving consent to the SCPOA to clear the runway in case of an incident/accident. **All aircraft operating at the Airport must have liability insurance.**

It is the responsibility of the resident or tenant extending an invitation to make all invitee pilots aware of the transit parking locations, restrictions, operating rules, and procedures of this airport.

All aircraft parking on ramp must display a name and phone number of aircraft Guest Pilot and Spruce Creek Sponsor on the glare shield.

By using the Spruce Creek Airport and facilities you indicate your acceptance of and agree to be bound by the terms of the Spruce Creek Airport Procedures and any subsequent amendments.

1.04 Runway Description

The asphalt runway is designated 06/24 and is 3998 feet long and 176 feet wide at an elevation of 25 feet MSL. The threshold is displaced for landing on Rwy 06 and Rwy 24 by 350ft. There is 3650ft. remaining on both runways. Maximum aircraft operating weight is 30,000 pounds.

1.05 Communications

All pilots are strongly encouraged to equip their aircraft with a VHF radio and to use radio procedures recommended in the Advisory Circular for non-towered airports. The assigned Unicom frequency is 122.725 MHz. This is used as the Common Advisory Frequency (CTAF) and is unmonitored for airport advisories. Airport Weather information is available on 121.725 MHz.

1.06 Reference Publications

Federal Aviation Regulations, TSA Regulations, Aeronautical Information Manual, and Advisory Circulars, form the basis for all flight operations and airport operating procedures.

1.07 Noise Sensitive Area

Pilots should be aware that the area around Spruce Creek Fly-In is noise sensitive. Housing areas, schools, etc., should be avoided to the extent possible and practical.

1.08 Airport Safety

Smoking within fifty feet of any fuel truck or aircraft fueling facility is unsafe and is therefore not permitted.

2. Ground Operations.

2.01 Taxiing

Pilots will taxi at a reasonable and safe speed. The speed limit on all taxiways and ramp areas is 15 mph.

Aircraft always have the right of way.

2.02 Runway Selection

There is no preferred runway. It is the pilots' responsibility to determine the appropriate runway to use and to make proper and accurate radio calls.

2.03 Engine Run-up

Normal engine run-up is restricted to the established run-up pads on the south side ends of Rwy. 06 and 24 (refer to Appendix A-2). Maintenance run-ups are permitted only at the normal run-up pads or on taxiway Beech by the Helicopter Pad at the runway intersection. Pilots shall exercise good judgment in attempting to minimize the effects of prop wash/jet blast and noise production during run-up.

2.04 Back Taxiing

Only aircraft, unable to use taxiways because of wing tip clearance or gear track, are permitted to back taxi.

When on the runway use landing lights and radio coordination with other departing and landing traffic.

3. Flight Operations (Compliance with FAA AC 90-66B CHG 1 issue 2-25-2019 required)

**Pilots are encouraged to always use landing lights for
Taxi, Takeoffs and Landings**

3.01 Takeoffs

All fixed wing aircraft are encouraged to use the full length of the runway to provide the greatest margin of safety in the event of an emergency.

3.02 Noise Abatement

Departing aircraft are to climb on runway heading to 500 feet AGL and beyond the departure end of the runway before making any turns. Pilots shall use noise abatement climb procedures including after-takeoff power and prop speed reductions consistent with safe operating practices and techniques.

3.03 Temporary Flight Restrictions

TFRs are frequently imposed on flight operations at and near the Airport. Pilots shall check with Flight Service or other facilities for current TFR information.

3.04 Departures Restrictions

All VFR departures must be conscious of the configurations of the Daytona Beach (DAB) Class C airspace and New Smyrna Beach (EVB) Class D airspace and their effect on flight operations at the Airport. Radio contact with the appropriate facility is required prior to penetrating DAB Class C or EVB Class D airspace. (See Appendix B for published departure and arrival procedures.)

3.05 Night Operations

During the hours of darkness, if runway lights are inoperative, the runway is closed. Night proficiency flying should be completed by 10 P.M. local time. If flying is necessary between 10 P.M. and 7 A.M., please consider your neighbors by keeping noise to a minimum.

3.06 Flight Training

- (a) **Residents** - Only Residents (Both Student and CFI) of Spruce Creek are permitted to train at the Airport. (It is suggested to leave the Airport area for all training purposes) All simulated emergencies are strongly discouraged. This includes power reductions to simulate engine failure, as well as any other simulation that might distract a pilot during takeoff, departure, approach, or landing.

- (b) **Non-Residents** - Non-resident pilots and/or students renting or leasing aircraft from a Resident of Spruce Creek Fly-In must adhere to the following rules:
Only US Certified Instructors or Pilots are allowed to T.O. or Land at the Airport.
All training including Touch & Go's must be conducted away from the Airport.
No Simulated Emergencies to be conducted at the Airport.

3.07 VFR Operations

- (a) **Arrivals** - Arriving aircraft should use AWOS on 121.725 MHz for airport weather information. Pilots are expected to monitor and make appropriate radio calls (**with type, location and color of aircraft included.**) and announce intentions on the local CTAF frequency 122.725 MHz. **Fly an altitude no higher than 1000ft AGL when under the outer ring of the DAB Class C airspace.** All arriving aircraft shall fly a Standard Left-Hand Traffic pattern (refer to Appendix A-3) at the appropriate altitude. Straight-in approaches and landings are discouraged.

- (b) **Overhead Approach** - Overhead approaches are normally used for formation flights; however, they are not given priority over other traffic. Formation flight leaders are expected to take adequate spacing on other traffic in the pattern. Common sense and normal courtesy should be exercised to resolve traffic pattern conflicts. An overhead approach consists of an Initial Point (IP) 1 to 3 miles out that is aligned with the runway. Aircraft then fly at traffic pattern altitude to a point overhead the approach end of the landing runway.

The lead aircraft will perform a level 180-degree turn (called the break) to downwind and at an appropriate point, a continuous turn to final. Succeeding aircraft take spacing on the preceding aircraft and fly the same pattern (refer to Appendix A-4). Appropriate radio calls are made at the IP, the break and base leg. This procedure is effective in rapidly recovering (landing) multiple aircraft.

3.08 IFR Operations

- (a) **Departures** - Departing aircraft should use AWOS on 121.725 MHz for airport weather information. Pilots are expected to monitor and make appropriate radio calls to announce their intentions on the local CTAF frequency 122.725 MHz.
- (b) For IFR clearance Pilot can use Cell Phone **DAB Departure Control 386 226-3932**
- (c) **Arrivals** - Arriving aircraft should use AWOS on 121.725 MHz for airport weather information. Pilots are expected to monitor and make appropriate radio calls (with type, location and color of aircraft preferred) and announce intentions on the local CTAF frequency 122.725 MHz.
- (d) **IFR GPS Approach** - RNAV(GPS) Rwy 06 is a private approach to a private airport. **Only Pilots with an approved a LOA and numbered approach plate** assigned in their name are authorized to use this Approach.

CANCEL IFR FLIGHT PLAN with DAB Control 386 226-3932

3.09 Helicopter Operations

- (a) **Start-Up** - Helicopters must be towed to helicopter parking adjacent to the runway at Beech, Cessna, or Echo prior to start-up. Run-ups are to be conducted on the helicopter parking pad.

HELICOPTERS WITH OVERALL HEIGHT GREATER THAN 15 FT. MAY NOT USE THE NORTH HELICOPTER PARKING PAD

- (b) **Taxiing** - Hover taxiing is permitted only over the north end of Beech, the west end of Cessna, and between the runway and North Helicopter Parking Pad without prior permission by the airport manager.
- (c) **Departures** - After coordination with fixed wing arrival and departure traffic, helicopters should depart over the runway centerline and, after that, avoid the flow of fixed wing traffic.

NO TAKEOFF FROM OR LANDING TO A HELICOPTER PARKING PAD IS PERMITTED. HELICOPTER PADS ARE FOR PARKING ONLY. TAKEOFF FROM AND LAND TO RUNWAY ONLY

- (d) **Arrivals** - Approaches must be made over the centerline of the runway. Pilots are encouraged to plan the approach so as to spend minimum time on the runway. Hover taxi to a designated helicopter parking pad without delay. After shutdown, the helicopter must be towed to a suitable parking area.
- (e) **Tie-down and Security** - Helicopters should be secured in accordance with the manufacturers recommendations. See Advisory Circular AC 20-35 for other recommended tie-down procedures and information. To address Homeland Security and local safety and security issues, all unattended helicopters should be locked.

3.10 Ultra-Light Operations - Only Aircraft with an ICAO registered (Tail Number) and FAA or Foreign Certified Pilots are permitted to operate within the Airport traffic area.

3.11 Balloon Operations - Balloon operations are prohibited due to SCPOA insurance coverage.

4. Airport Facilities

4.01 Runway Lights - Runway lights are normally set on low from dusk to dawn. When runway lights are on, light intensity can be controlled by the pilot by activation of the mic switch on 122.725 MHz (3 times-low, 5 times-med, 7 times-high within 5 sec.).

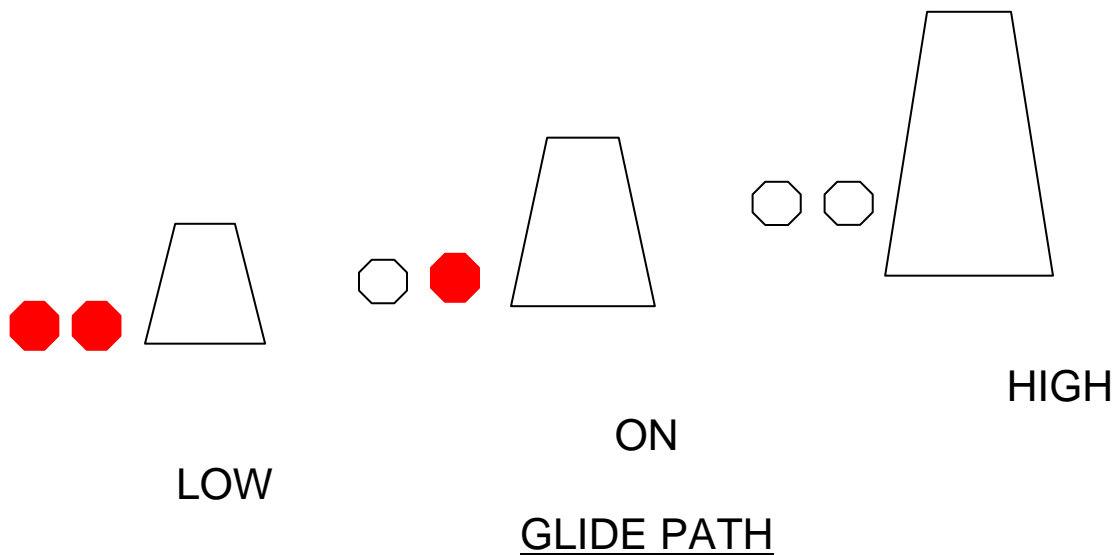
4.02 Windsocks - Illuminated windsocks are installed at the approach left end of each runway.

4.03 Automated Weather Observing System (AWOS) – Current airport weather information is available by radio (121.725) or telephone (617-262-3825). Advisories provide altimeter, density altitude, wind direction and speed, visibility, temperature, dew point, crosswind, and wind-shear warnings. A radio check is also available by radio.

(a) **Radio Access** – AWOS is continuously transmitted on frequency 121.725 MHz. A “Radio Check” in which the system accepts a short message from the user, and echoes the same back to the user, is available after every AWOS transmission.

(b) **Telephone Access** – A complete AWOS advisory can be accessed by dialing the AWOS center at 617-262-3825 and when prompted for an airport, dial 7356 for (7FL6).

4.04 Precision Approach Path Indicator (PAPI) - A standard, steady-state, Precision Approach Path Indicator (PAPI) is installed on the left side, 1271 ft. from the runway 6 threshold and 778 ft. from the runway 24 threshold. The PAPI system is calibrated for a 3 degree glide slope.



5. Emergency Procedures

5.01 Airport Emergency Response Procedures

An Emergency Procedures manual has been published by the Spruce Creek Airport Authority Committee, which establishes an action plan for aircraft accidents and incidents.

5.02 Aircraft Accidents

An emergency response team has been established within the community to respond to all aircraft accidents and incidents. The objective of this team is to protect life and property, avoid a secondary incident, and organize and implement necessary response actions. This will include crowd control and limiting access to the accident or incident scene. It may also include temporarily closing the airport or limiting its use.

Emergency equipment to assist with aircraft accident response, including Fire Extinguishers and Defibrillators, is available at a number of locations around Spruce Creek Airport. Refer to Appendix C for locations of Airport Emergency Equipment.

5.03 Accident or Incident Scene Access

A photo identification badge and orange-colored vest will identify those individuals with authorized access to an accident or incident scene. **All others must remain clear of the area.**

6. Security

6.01 Security Issues

Runway encroachment by vehicles or individuals, vandalism of aircraft or airport facilities, unauthorized vehicles on taxiways, or other activities deemed to be a hazard or a potential hazard to aircraft operations should be reported immediately to Spruce Creek Security at (386)756-6125. Theft, vandalism or destruction of aircraft or airport facilities is a federal offense.

6.02 Pilot Communication with Security

Spruce Creek Security can be contacted on the CTAF 122.725 MHz for emergency assistance or urgent communications. This frequency is monitored 24 hours a day.

6.03 Security Cameras and Patrol

All taxiways and aircraft parking areas are patrolled and under camera surveillance by the Airport Operations and Security 24 hours a day, these cameras & audio are recorded.

6.04 Runway Access

No pedestrians or vehicles are permitted on the **runway, the safety areas (within fifteen feet of the runway edge), or runway overruns (extending past the runway end) except on paved cart paths**. An exception is made for specifically identified individuals and specially equipped vehicles. A photo identification badge issued by the Airport Manager or POA Manager is worn by all individuals authorized access to the runway, runway safety area, and runway overrun. Vehicles authorized runway access must, both day and night, display a flashing or rotating beacon visible 360 degrees when on the runway, runway safety areas, or runway overruns. All authorized vehicles must have a two-way communications radio and monitor 122.725 MHz. Other vehicles not so equipped must be escorted while in these restricted areas.

6.05 Taxiway Access

- (a) **Vehicles** - (cars and trucks) are prohibited from using all taxiways except Aces Alley, Delta, Echo, Lindy Loop, Tony, Cessna, and Beech (refer to Appendix A-6) without permission. Vehicles over 12,500 pounds GW require special use permits which may be issued by the

POA to owners of recreational vehicles and other vehicles where taxiway access to a hangar is required. This permit must be displayed on the windshield of the vehicle.

- (b) Vendors and Non-Residents** – In all cases, vendor and non-resident vehicles, unless issued a special use taxiway permit, must be escorted by Spruce Creek Security on taxiways other than Aces Alley, Delta, Echo, Lindy Loop, Tony, Cessna, and Beech (refer to Appendix A-6). Vendors may not operate vehicles over 12,500 pounds GW on any taxiway except Aces Alley, Delta, Echo, Lindy Loop, Tony, Cessna, and Beech without special permission from the SCPOA.
- (c) Pedestrians and Pets** – Pedestrians or Golf cart operators on taxiways are not permitted to use headphones or other devices which limit the ability to hear approaching aircraft. Pets must be on a leash or otherwise confined at all times.

6.06 Taxiway Speed Limit

The maximum speed limit on all taxiways is 15 mph for vehicles and aircraft.

AIRCRAFT ALWAYS HAVE THE RIGHT OF WAY.

7. Aircraft Parking:

7.01 Tie-down Definition

An aircraft is considered to be tied down when tail, wing, and nose tie-down rings, if provided, are anchored to the ground with a suitable size rope, strap, or chain so as to prevent movement that could cause damage to other aircraft or property. (See Advisory Circular AC 20-35C)

7.02 Resident Parking

- (a) POA Property** - POA managed aircraft tie-downs are located throughout the community and are made available to all residents on a first-come-first-serve basis. Those tie-downs are assigned and leased by the POA on an annual basis. If available residents may lease one site and sub-leasing is not permitted. If a non-assigned aircraft is parked on a leased tie-down, Spruce Creek Security should be informed and it will be cited and charged \$5.00 per each day. A car may be temporarily parked in a leased tie-down slot when the aircraft is out. The car must be parked straight in or out, not at an angle or sideways.
- (b) Private Property** - Resident, tenant, and invitee aircraft parking is permitted on private property clear of taxiway setbacks and road right-of-ways. To address Homeland Security and local safety and security issues, all unattended aircraft parked on POA or private property should be tied down and locked. All invitees must register with the POA at (386) 760-5884, and or Spruce Creek Security at (386)756-6125.

7.03 Same Day Parking Guest/Visitors

No fees will be charged for same day parking in the Guest/Visitor parking area. The pilot's name and a local phone number or cell number shall be placed in the left side windshield of the aircraft. (refer to Appendix A-5) Blue lines are designated guest parking areas.

Overnight Guest/Visitors A parking a fee of \$5.00 per each overnight parking is charged for your aircraft. These fees are to be paid by the aircraft owner/operator at the POA office 212 Cessna Blvd **(this is on an Honor System)**. **Security Force Logs all aircraft on the ramp nightly. All aircraft are reported each morning to the Airport Manager and POA Manager. Residents or tenants Sponsoring Guest for Visiting aircraft are responsible for all unpaid parking fees.** There are no restrictions to the length of stay for Guest/Visiting aircraft parked on private property. Residents are welcome to use the Guest/Visiting aircraft parking area for their own aircraft subject to the fees stated above.

RULES:

- * Park only in the designated Guest/Visitor parking area.
- * All unattended aircraft should be tied down and double locked.

(Place on Pilots side of Glare Shield) :.

- *Name of the person or business you are visiting
- * Pilot's name, home address, and phone number
- * Pilot's local contact's name and phone number
- * Pilot's date of arrival and expected departure date

7.04 Special Event Parking

During Daytona Beach area special events (such as Speed Week, Coke 400, and Bike Week), invitee parking will be limited.

7.05 POA Security Responsibilities

The Spruce Creek Security Force monitors and logs all aircraft parking.

7.06 Aircraft Tie-Downs

There are a limited number of aircraft tie-downs located in Spruce Creek. Aircraft not parked or tied-down in accordance with the provisions of Spruce Creek Airport Procedures are subject to towing and relocation without notice at the owner's expense. The Spruce Creek Property Owners Association and its contractors, employees and assigns have no liability for any loss or damage occasioned thereby.

8. Runway and Taxiway Inspection and Maintenance

8.01 Inspection

Frequent inspections of the runway and taxiways are conducted for condition, cleanliness, and condition of all visual aids. Report any observed deficiencies to the Airport Manager or the POA office (386) 760-5884

8.02 Maintenance

Taxiway easements and right of ways are officially defined in the final drawings of the communities in which they were constructed and in the table below. Property owners, residents, and tenants should be aware of taxiway easements and right of ways on and though their property. They are responsible for maintaining obstruction-free right of way. No vehicle, equipment, or other obstructions should be left unattended on the taxiway surface or surrounding easement/right of way.

Taxiway Easements/Right of Ways (feet)				
Taxiway	Width	Clearance from Centerline	Paved Width	Height above ground level free of obstructions
Aces Alley	N/A	N/A	24 to 60	N/A
A,B,C,D,&E	50	25/25	17 to 22	20
D Extension	N/A	N/A	20	N/A
Beech	100	50/50	100	20
Cessna (Runway to Beech)	100	50/50	100	20
Cessna (Beech to End)	110	55/55	110	20
Lindy Loop	60	25 North 35 South	50	20
F,G,H,I,K,L,M,P,Q,R,S,T,U,V,W,X,Y,Z	60	30/30	18 to 24	20
Piper	N/A	N/A	55	N/A
Tony	N/A	N/A	20	N/A

APPENDIX A

A-1 Spruce Creek Airport

VOLUSIA COUNTY FLORIDA
 SPRUCE CREEK AIRPORT 7FL6
 29 04.81N, 081 02.80 W
 6 mi South of Daytona Beach International Airport (KDAB)
 PRIVATE AIRPORT (INVITATION ONLY)

OWNED & MANAGED BY:
 Spruce Creek Property Owners Association, Inc.
 212-1 Cessna Blvd. Port Orange, FL 32128
 Tel: 386 760-5884 / After Hours 386 756-6125 (Security)
 Fax: 386 761-7808/ Email: Airport@scpoa.com
 Airport Manager: 386 275-1894
 Airport Info and Rules at www.airport7fl6.com

HOURS ATTENDED 0800L-1600L
 NIGHT ARRIVALS
 NOTIFY SECURITY ON FREQ: 122.725 MHz
 Or on Ground PH. 386 756-6125

INVITED GUEST AIRCRAFT MUST BE TIED
 DOWN AT HOST'S HANGAR OR GUEST
 PARKING ON CESSNA BLVD BEHIND BLUE
 LINES ONLY

Ormond VOR 112.6 MHz 165°R/13.9 DME
 Orlando VOR 112.2 MHz 020°R/35.6 DME
 St Petersburg FSS 122.2 MHz
 Approach Control South 125.35 MHz / North 125.8 MHz
 Instrument Approach GPS Rwy 06 (Private)

CTAF 122.725 MHz
 Pilot Actuated Lights (3-5-7 clicks)
 AWOS (Airport info, xmit continuous) 121.725 MHz

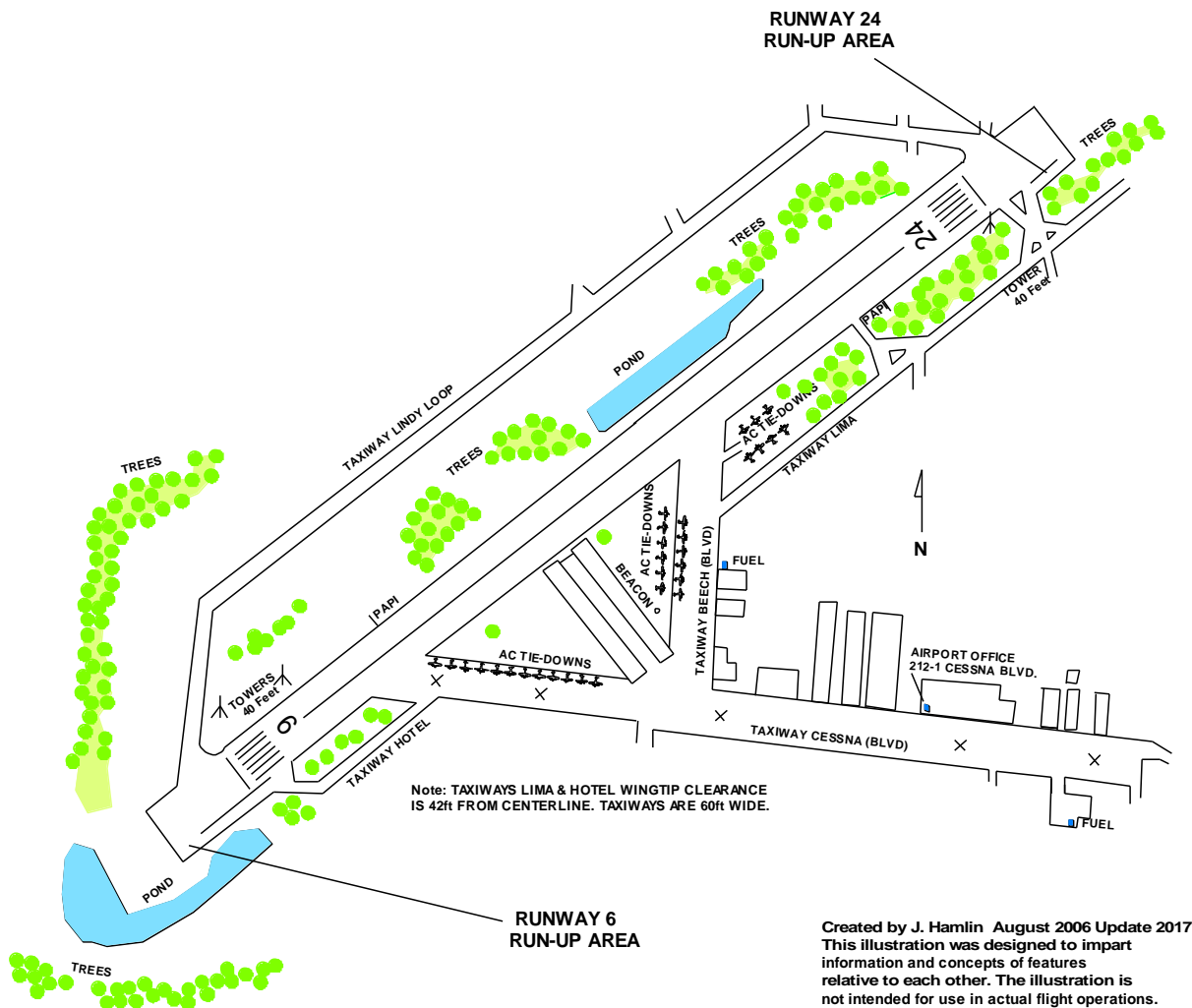
Segmented Circle
 Lighted Wind Socks
 Fuel: 100LL & Jet A (self serve and truck delivery)
 Fuel: 386 257-7791 (on field)
 Fuel: 129.7 MHz (forward request to Spruce Creek)

NOISE SENSITIVE AIRPORT

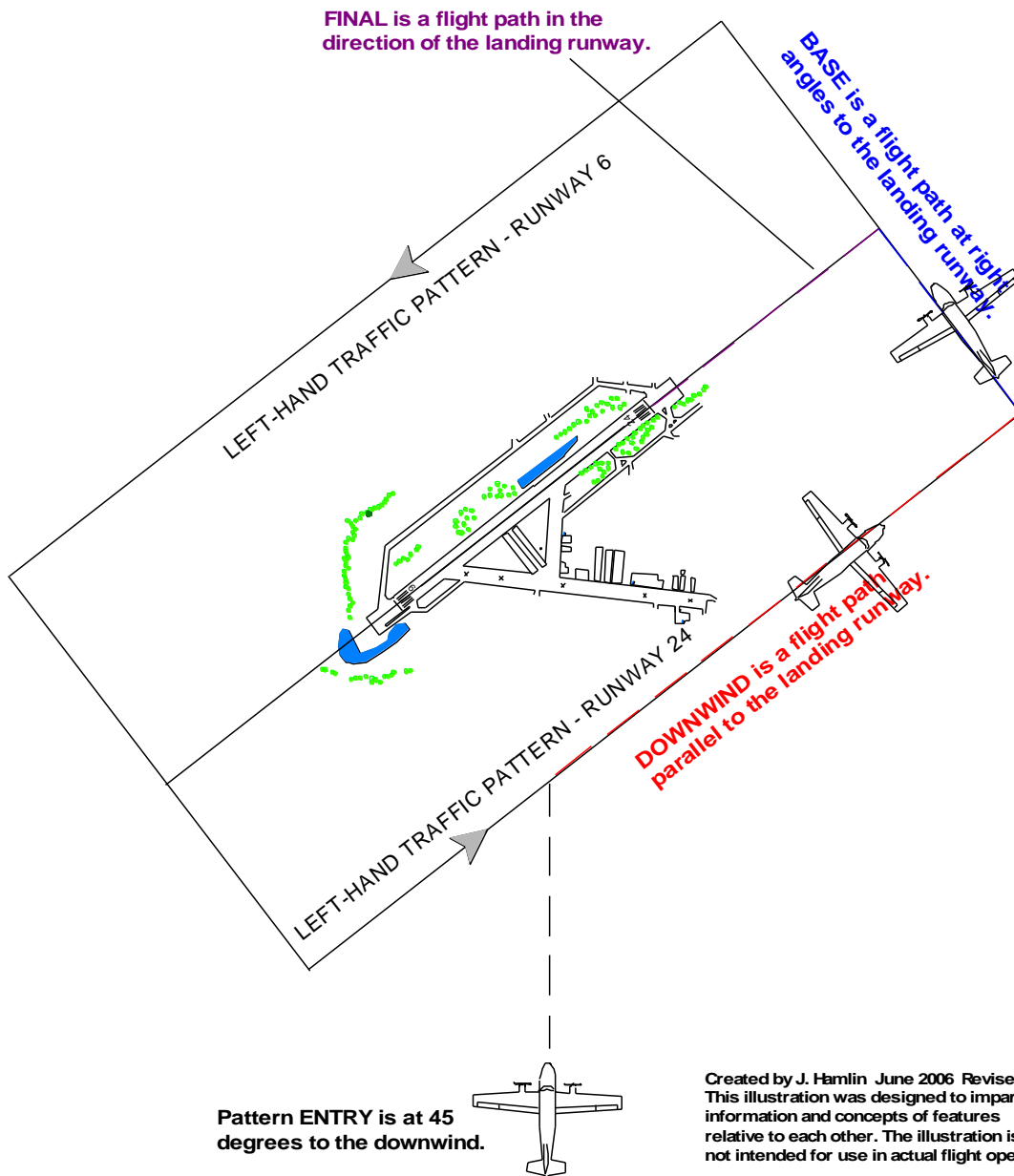


A-2 Runways 6/24 Run-up Areas

Engine Run-up: Normal engine run-up is restricted to the established run-up pads on the south side ends of Rwy. 06 and 24. Maintenance run-ups are permitted only at the normal run-up pads or on Beech Blvd. at the runway intersection. Pilots shall exercise good judgment in attempting to minimize the effects of prop wash/jet blast and noise production during run-up.



A-3 Runways 6/24 Standard Left Hand Traffic Pattern

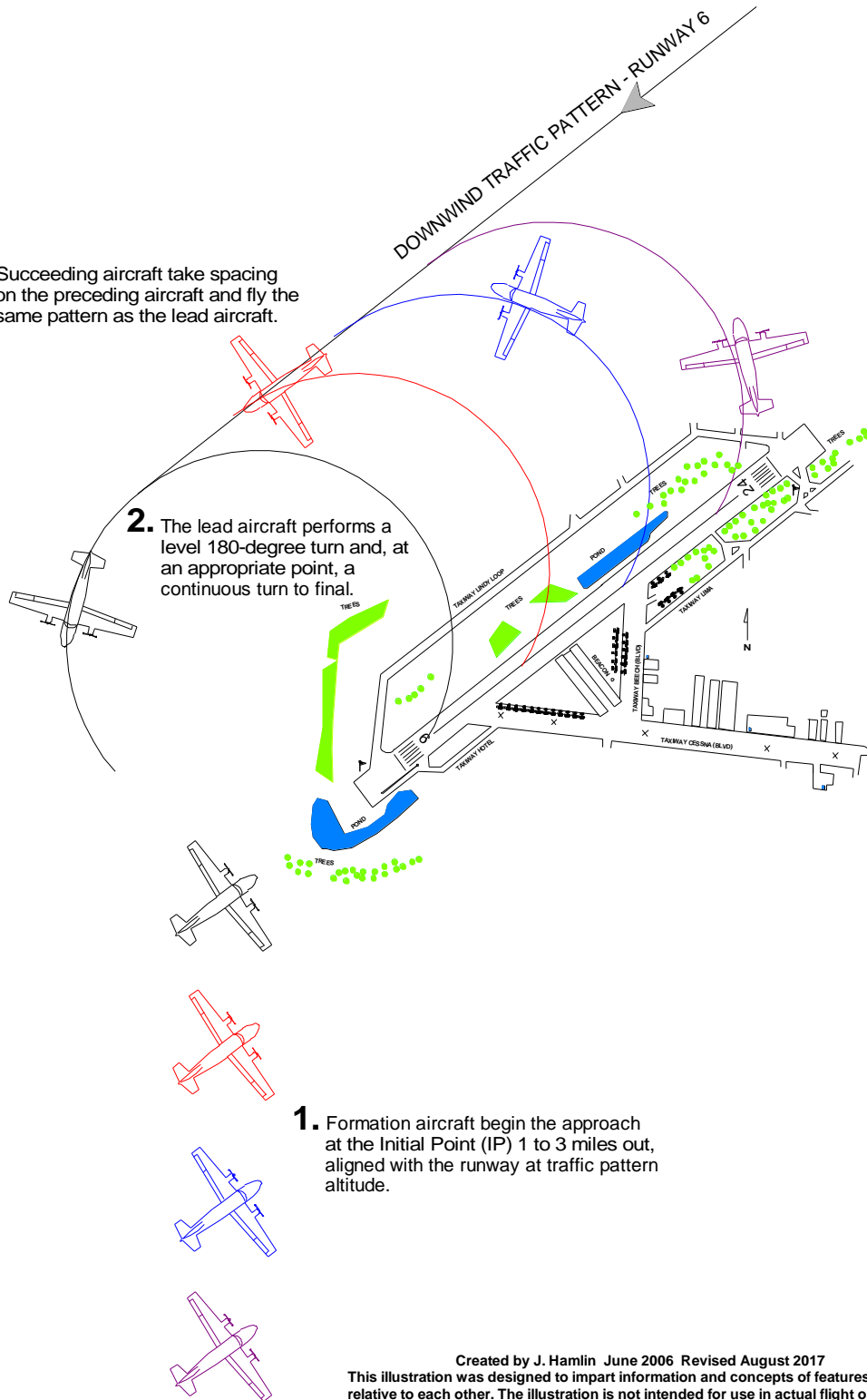


A-4 Runways 6/24 360 Overhead Approach or Break

3. Succeeding aircraft take spacing on the preceding aircraft and fly the same pattern as the lead aircraft.

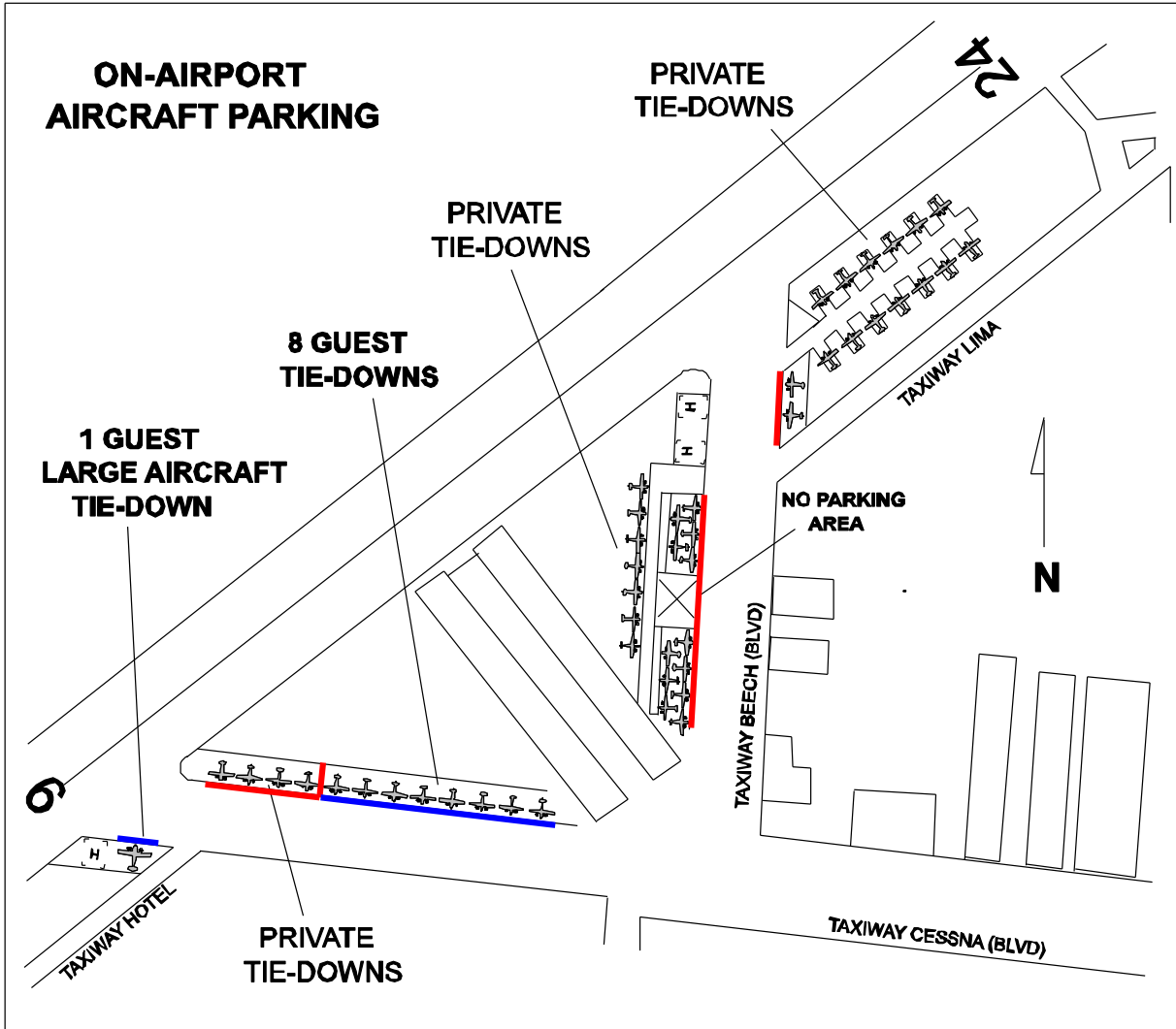
2. The lead aircraft performs a level 180-degree turn and, at an appropriate point, a continuous turn to final.

1. Formation aircraft begin the approach at the Initial Point (IP) 1 to 3 miles out, aligned with the runway at traffic pattern altitude.

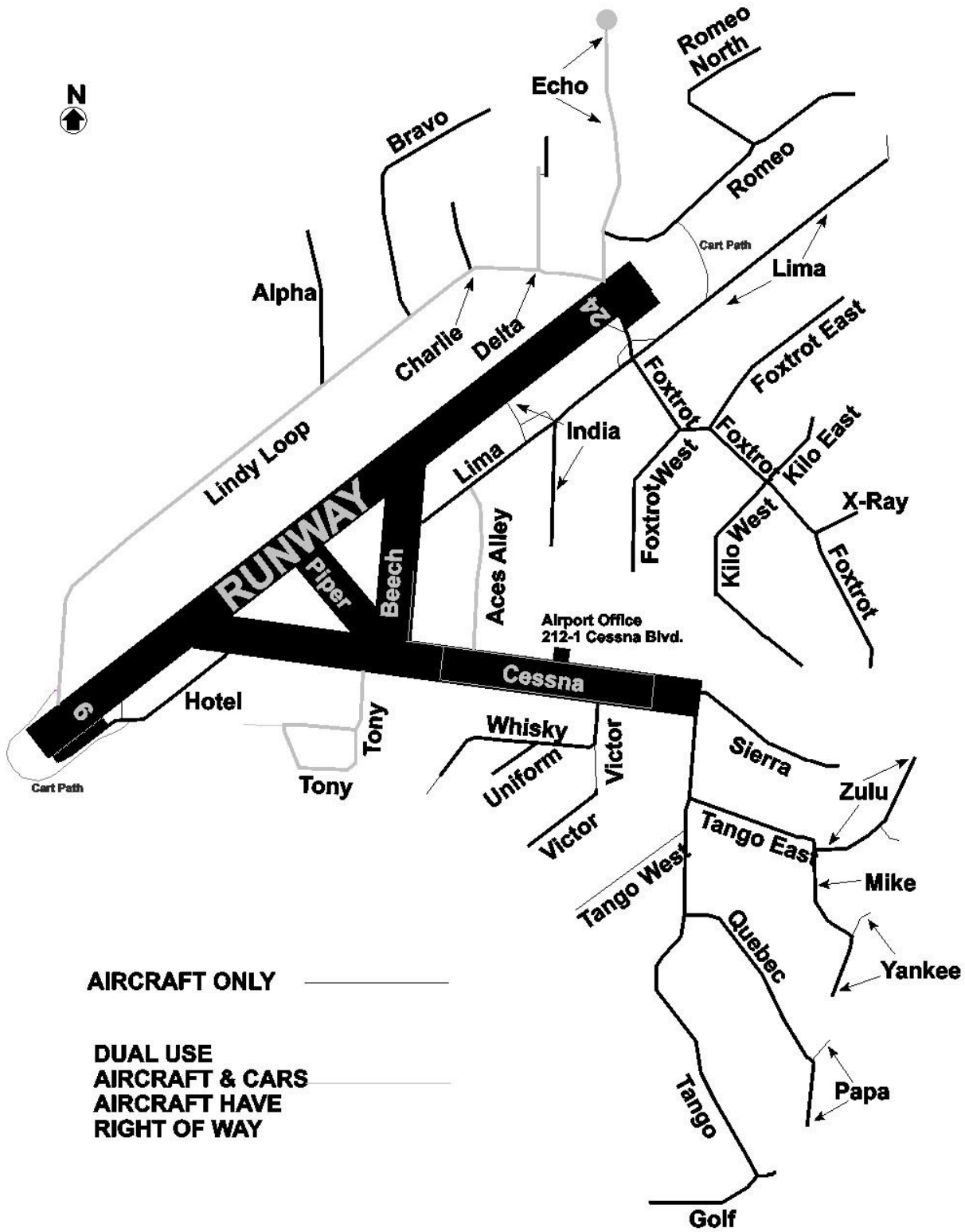


Created by J. Hamlin June 2006 Revised August 2017
 This illustration was designed to impart information and concepts of features relative to each other. The illustration is not intended for use in actual flight operations.

A-5 Invitee Parking



A-6 Spruce Creek Taxiways



APPENDIX B

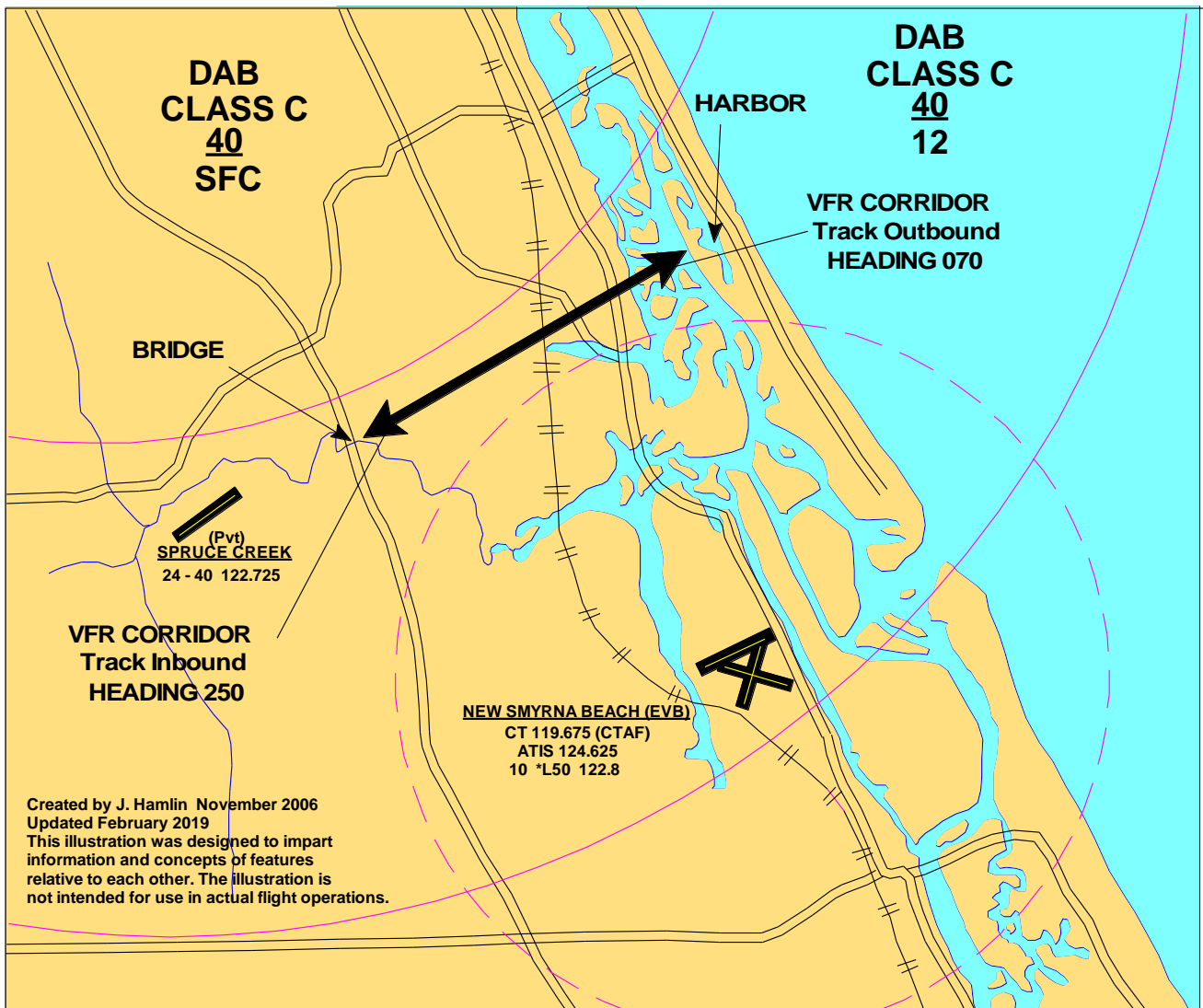
B-1 Creek Arrival or Departure

The “**Creek Arrival**” and “**Creek Departure**” are visual procedures that can be used to arrive or depart the Spruce Creek airport to and from the ocean shoreline. These are VFR only procedures which define a ground track for inbound and outbound aircraft in the corridor between the DAB Class C and the EVB Class D airspace. Pilots should alter course as necessary for safe separation from other traffic and maintain appropriate altitude to comply with AC 90-66B CHG 1, issued 2/25/2019.

Suggested example radio transmissions on the CTAF of 122.725 MHz

Inbound: “*Spruce Creek traffic, Twin Comanche, Creek Arrival at the shoreline*”

Outbound: “*Spruce Creek traffic, Twin Comanche, Creek Departure over the interstate*”



B-2 Tank Departure

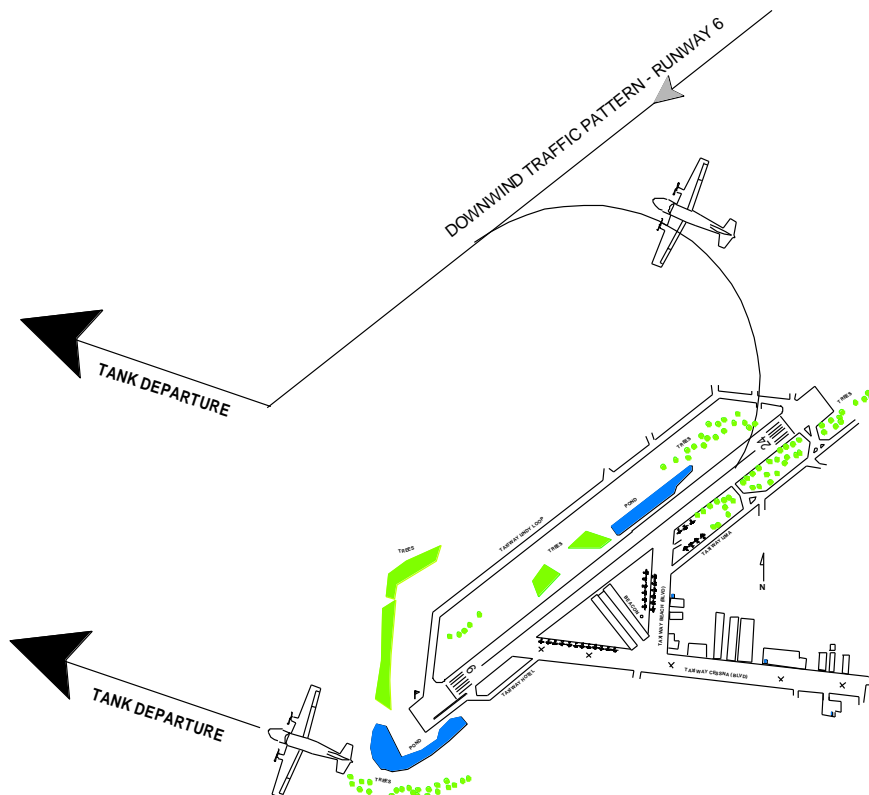
The “**Tank Departure**” is a visual procedure to stay well clear of DAB Class C Airspace when departing Northwest. This is a VFR only procedure. Pilots should alter course and altitude as necessary for safe separation from other traffic.

Departure from Runway 24:

After departure, turn right, we recommend altitude not above 1000 feet, fly over the tank, then fly heading 290° until crossing I-4 and SR-92 (both major east-west roads), then on course.

Departure from Runway 6:

After departure, enter left downwind, when abeam the numbers Runway 6 turn right, we recommend altitude not above 1000 feet, fly over the tank, then fly heading 290° until crossing I-4 and SR-92 (both major east-west roads), then on course.

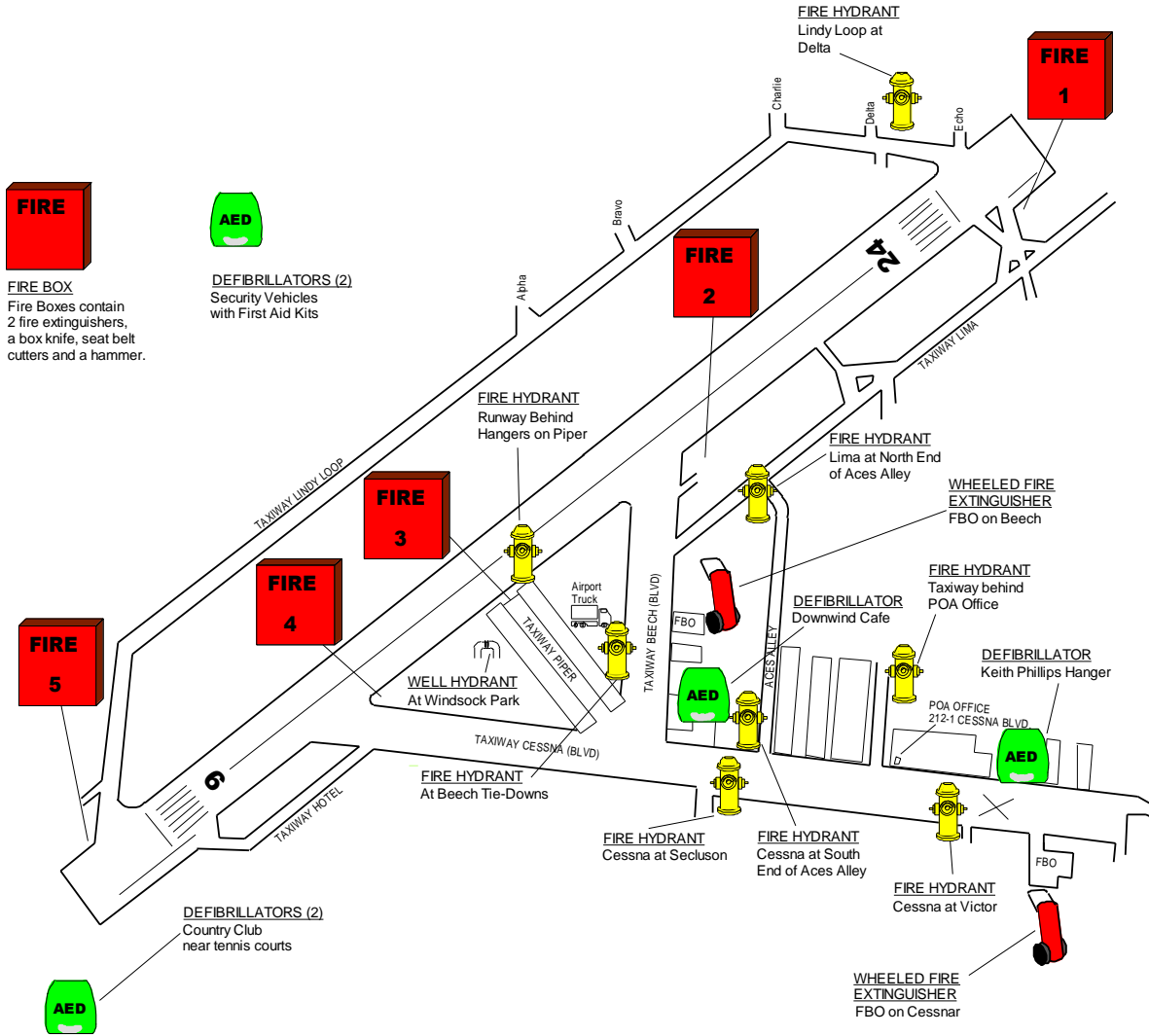


Created by J. Hamlin May 2007 Revised August 2017
This illustration was designed to impart information and concepts of features relative to each other. The illustration is not intended for use in actual flight operations.



C-1 Emergency Equipment Location

SPRUCE CREEK AIRPORT Emergency Equipment



C-2 Emergency Firebox Tools





Florida's Premier Airpark - Leeward Air Ranch ^{9M}
Call us at 1-800-548-2359 or (352)245-7007

[Airport](#) [Community](#) [Homes and Lots](#) [About Us](#) [Directions](#) [Contact Us](#) [Login](#)

[Home](#)

Airport Rules and Regulations

[click here for Traffic Pattern](#)

1. UNLESS SAFETY DICTATES OTHERWISE, AIRCRAFT MUST REMAIN SOUTH OF RAILROAD TRACKS AT ALL TIMES. test
2. All operations are to be conducted in [VFR weather](#) conditions.
3. NO straight-in approaches. Use 45° entry to pattern.
4. OPTION TO LAND - You must use NORMAL or OPTIONAL TRAFFIC PATTERN. No teardrop turns or downwind passes. No low flying over residential area.
5. No takeoffs or landings on taxiways.
6. Helicopters must be transported to and from the Airport property. No hover taxiing over paved taxiways.
7. NORMAL TRAFFIC PATTERN - 1100 ft MSL (Downwind leg over Highway 35) Note: Lower aircraft has the right of way.
OPTIONAL SLOW AIRCRAFT TRAFFIC PATTERN - 600 FT MSL (Downwind leg over first tree line west of Runway 18-36)
8. Runway 18: Right hand traffic, stay south of railroad on base leg unless safety dictates otherwise. To avoid confusion in no-wind or light-wind conditions of 5 MPH or less, Runway 18 is the preferred runway for both departures and arrivals. Intersection takeoffs are at pilot's discretion.
9. Runway 36: Left hand traffic. Unless safety dictates otherwise, after takeoff and after reaching a safe altitude, turn left before crossing railroad tracks. In the interest of safety and to avoid flight north of the railroad tracks, departing aircraft should use the full length of the runway.
10. LEEWARD AIR RANCH AIRPORT, INC. (Airport) DOES NOT HOLD THE WAIVER FOR THE AEROBATIC BOX AND DOES NOT HAVE ANY CONTROL OF OR LIABILITY FOR THE USE OF THE BOX.
11. Park near Red Barn. Follow Leeward Air Ranch Property Owners' Association, Inc. Rules and Regulations when taxiing in subdivision.
12. Ultralight aircraft are prohibited.
13. Residents may not use the airport or runway for commercial activity or for self-enterprise (examples: student pilot training, crop dusting, aircraft sales, aircraft charter, paid aircraft rides (whether or not in the form of reimbursement for expenses, donations, etc.) etc.). Suggest Dunnellon airport 8 minutes to the west. Naturally, "Touch and Go's" by resident's for practice, proficiency and airport familiarization are not considered student pilot training.
14. The Airport is private. Use of the runway is restricted to qualified Leeward Air Ranch property owners and others allowed by the Airport, at the Airport's sole discretion. The Airport extends homeowners the privilege of inviting a guest to use the Airport to visit them as long as 1) the property owner is there when the guest is visiting 2) the guest is a temporary, short term guest, 3) the visits are only occasional and of a non-commercial nature, and 4) The guest is not flying on a student pilot certificate. Flight instruction, familiarization flights, flight reviews, solo flights, initiating or terminating the following 1) instruction flights, 2) training flights, and 3) cross-county flights, by non-residents are prohibited. Multiple takeoffs and landings (including touch and go's and stop and go's) by non-residents are also prohibited. All guests must follow all rules, regulations and traffic patterns. Violations by guests are subject to Airport revoking guests' future use of the Airport.
15. Hangar or tie-down space may only be used by, loaned or leased to other Leeward Air Ranch Homeowners: Exception- a short-term temporary guest may hangar or tie down his aircraft while visiting. No business, commercial enterprise shall be allowed or conducted on or from a Lot in Leeward Air Ranch Subdivision. Long-term aircraft restoration shall not be considered a commercial activity. Owner of aircraft being restored may not fly the aircraft except to arrive before restoration begins and depart after restoration is concluded. Owner of aircraft under restoration and may visit no more than once a month.
16. Please call (352) 245-7007 to request permission to land if you have not been invited.