



CONTRA COSTA COUNTY – BYRON AIRPORT Hangar Inspection Notice and Checklist

It is that time again in which Airports staff will be conducting inspections of the hangars and buildings at Byron Airport in accordance with your lease, license or other form of agreement (Agreement). The objective of the inspections is to ensure that hangars and building use is compliant with the Federal Aviation Administration (FAA) rules and regulations as well as with your Agreement. For C-row tenants only: Please note that this year's inspection will be in conjunction with the 5-year fire sprinkler inspections.

Airports staff wants you to be successful and make the inspection experience as seamless as possible. As such, the checklist below has been created to help you prepare.

Hangar Conditions

- An aircraft is the primary item stored in the hangar.
Note: If the aircraft is under non-commercial construction (homebuilding/kit), there is a Homebuilding/Restoration of Aircraft Progress Report form on file with the County as well as proof of ownership (**see attached form Exhibit A**).
Note: If you currently do not own/rent an aircraft to store in the hangar, there is an Evidence of Aircraft Ownership Report form on file that has been approved by the Director of Airports and is less than one year old (**see attached form Exhibit B**).
- The aircraft is registered with the FAA and names the individual(s)/entity on the hangar rental agreement and certificate of insurance.
- Majority of space is open and available for storage of an aircraft
- Storage of items is generally equal to or less than 4 feet from the wall and does not obstruct ingress or egress
- You do not have combustible materials such as carpet, wood, etc. under the aircraft
- There is no storage under the aircraft
- Storage of aviation related items
- Storage of non-aviation related items ONLY if they do not interfere with aeronautical uses

- No commercial activity (i.e. aircraft/automobile repair or painting etc.)
- Flammable/hazardous materials are properly stored
- Hangar is not being used as a residence
- For hangars with sprinkler systems**, storage is maintained at least 18 inches below the level of the fire sprinkler system and there are no objects hanging from the sprinkler lines or conduit.
- For hangars without sprinkler systems**, storage is maintained at least 24 inches below the ceiling.
- There is no exterior storage

Shelving

- For County-owned hangars** shelving does not exceed 6 feet in height and is not attached to the wall (nothing is attached to the walls)
- For non-County-owned hangars** shelving taller than 6 feet is properly secured to the wall and does not exceed 10 feet above the finished floor

Alterations

- For County-owned hangars** any alterations or modifications have been approved in writing by the Director of Airports and you have provided a copy of the permit to the Airport Office before the inspection date
- For non-County-owned hangars** alterations or modification are permitted by the local building division and you have provided a copy of the permit to the Director of Airports before the inspection date
- If you have flooring under the aircraft, it is approved by the local fire protection department and you have provided proof of acceptability of the flooring material to the Director of Airports before the inspection date

Exhibits A, B and C are available on the Airport website:

- **From the home page find "Property Inspections" and click the + sign to open the menu**
- **Select "Byron Inspections 2021" for fillable forms of these Exhibits**

HANGAR INSPECTION SCHEDULE

IMPORTANT NOTE: *To minimize disruption to tenants, the hangar inspections for the C-row will be conducted in conjunction with the 5-year fire sprinkler inspections.*

THURSDAY, SEPTEMBER 23, 2021

C-Row Even Numbered Hangars (including Half Hangars): 9:00 AM
C-Row Odd Numbered Hangars (including Half Hangars): 10:30 AM

BATS Storage Units (along abandoned taxilane): 12:00 PM

TUESDAY, SEPTEMBER 28, 2021

D-Row Even Numbered Hangars: 9:00 AM
D-Row Odd Numbered Hangars: 10:00 AM

E-Row Even Numbered Hangars: 11:00 AM
E-Row Odd Numbered Hangars: 12:00 PM

THURSDAY, SEPTEMBER 30, 2021

F-Row Even Numbered Hangars: 9:00 AM
F-Row Odd Numbered Hangars: 10:30 AM

Please ensure that your hangar is open and available for inspection at the time indicated.

If you are unable to attend the inspection, you may do one of the following:

- ❖ Submit written authorization (**see attached form Exhibit C**) to allow Airports staff to access the hangar
- ❖ Designate someone to make the hangar available for inspection on your behalf and provide Airports staff with written authorization (**see attached form Exhibit C**)
- ❖ Request to daisy chain the hangar – only C-row hangars have the physical setup for this to work (**see attached form Exhibit C**)

EXHIBIT B

Contra Costa County Airports
Evidence of Aircraft Ownership Report

In accordance with the Contra Costa County Hangar Rental Agreements, the primary purpose of the hangar is for the storage of aircraft. As such, any tenant renting a hangar that currently does not have an aircraft must provide evidence of an aircraft within six (6) months. A six (6) month extension can be granted under extenuating circumstances but must be approved by the Director of Airports.

Please complete the form below and scan and return to: airport.team@airport.cccounty.us or mail to: Director of Airports Office, 550 Sally Ride Drive, Concord, CA 94520.

SECTION 1: Complete Section 1 and return to Director of Airports Office.

Date: _____
Name of Tenant(s): _____
Best Contact Phone Number and/or Email: _____
Hangar Location: _____
Estimated Aircraft Acquisition Date: _____
Tenant Signature: _____

SECTION 2: Complete Section 2 when Aircraft has been acquired or three (3) months after submission of form, whichever comes first.

Three (3) Month Report:

Provide details of acquired aircraft below and send FAA Aircraft Registration and insurance certificate to Director of Airports Office, 550 Sally Ride Drive, Concord, CA 94520.

Date: _____
N#: _____
Manufacturer: _____
Model: _____
Comments: _____

SECTION 3: Fill out to request a performance deadline extension.

Describe reason for extension below to be reviewed by Director of Airports.

Approved **Not Approved** **By:** _____ **Date:** _____

EXHIBIT C

If you cannot be in attendance at the time of your inspection, please complete the following and return to the Director of Airports Office by August 11, 2021:

- Scan and email to: airport.team@airport.cccounty.us or
- Mail photocopy to: Director of Airports Office, 550 Sally Ride Drive, Concord, CA 94520

Tenant Name: _____

My hangar # is: _____

Cell Phone # is: _____

I am unable to attend the scheduled inspection and am authorizing:

- County Staff to access my hangar.
Lock combination: _____ or key to be provided.
- Name of Alternate Designee: _____ Phone #: _____
to open my hangar for the inspection.

I am a C-Row hangar tenant and am unable to attend the scheduled inspection and want to daisy chain my hangar:

- I request to have Airport staff leave a chain with a County lock on one end on my hangar door.