



# PAA Hangar Policy

## Commitment

The Porepukah Airfield Association (PAA) is committed to managing the Porepukah Airfield for the benefit of users whilst maintaining safety and a positive relationship with neighbours in the Buckland Valley and the Alpine Shire Council (ASC) who own the airfield.

## Scope

This policy relates to the ownership and use of hangars by hangar owners and leasees.

## General

The PAA Hangar Policy is designed to ensure hangars are used appropriately and safely and enhance the airfield and surrounds. It is important to note that the airfield is owned by the ASC and that individual hangar owners have leases with the Alpine Shire Council to govern use of the land. The ASC also has a Service Agreement with the PAA for the management of the airfield. Nothing in this policy will override the requirements of individual hangar owners complying with the requirements their leases or the PAA complying with the requirements of the Service Agreement.

## Hangar Design Guidelines

The ASC in collaboration with the PAA has developed design guidelines for hangars to ensure the buildings meet their functional requirement and are sympathetic to the neighbourhood character of the area. Any new hangar built or any redevelopment of or maintenance works on an existing hangar must comply with the design guidelines.

## Leases

All owners of hangars are required to enter into and maintain a current lease with the ASC. Owners of hangars must comply with the conditions set out in their lease. If there is any conflict in the requirements of the lease and this or other PAA Policies and Procedures then the requirements of the lease take precedence.

## Rent

The Alpine Shire Council will charge rent for the land annually in advance in July each year. The rate for the rent of the land is calculated as the area the hangar building occupies. The rate is reviewed annually and adjusted for CPI.

Hangars approved for commercial use will be subject to annual rent on the land at a rate 100% greater than the rate for hangars for private use.

## Primary usage

The primary use of hangars must be for aviation purposes. Primary use for general storage or other purposes is not allowed.

## Commercial operations

Any hangar used for commercial operations must comply with the PAA Commercial Operations Policy.

Hangars for commercial use must first obtain approval from the PAA and the ASC.

### **Erection and alteration**

The ASC requires that any hangar to be constructed must have a Planning Permit issued by the ASC and a Building Permit issued by a suitably qualified Building Surveyor.

The identification of the location for the construction of a new hangar must be undertaken by a suitably qualified land surveyor.

### **Maintenance**

#### **Building**

Hangars must be maintained in a good state of repair. This includes the condition of external cladding and painted surfaces.

Any repairs or alterations to a building must be in keeping with the Hangar Design Guidelines.

#### **Surrounds**

The area immediately surrounding a hangar must be kept free from rubbish and long grass. Equipment is not to be stored outside of hangars.

### **Signage**

Signage must conform to the requirements of the PAA Signage Policy.

### **Access and safety**

#### **Vehicle access & parking**

Vehicles may access hangars from the area considered 'airside' however the following safety precautions must be taken:

- Vehicle must travel at no more than 10km per hour
- Vehicles must not park in taxiways or other areas that may hinder aircraft movements
- Hazard lights must be on at all times the vehicle is moving
- Vehicles must give way to aircraft

#### **Aircraft movement**

Taxiing to and from hangars to the thresholds should be done via the runway. For example hangars at the northern end of the field should taxi on the taxiway and then backtrack runway 36 if necessary. Taxiing aircraft should not taxi abeam the runway.

#### **Aircraft parking**

Aircraft must not be parked at the front of hangars for extended periods of time or overnight. If an aircraft is to be parked overnight outside a hangar it must be parked in the designated aircraft parking areas.

### **External lighting**

To control light pollution at the airfield any external lighting that stays on permanently, runs on a timer or activates by a night sensor when the hangar is vacant is not allowed.

## Emergency Response Plan

The PAA will provide all hangar owners with a hard copy of the airfield Emergency Response Plan (ERP). Hangar owners should familiarise themselves with the ERP and a copy should be kept in hangars for reference in the event of an emergency.

## Responsibilities

The Alpine Shire is responsible for managing leases, planning permits and building permits.

The PAA is responsible for this hangar policy.

Hangar owners are responsible for complying with this policy.

## Hangar Policy questions and feedback

If you would like a copy of this policy, or if you have any questions or feedback, please contact us at: [info@ypok.org.au](mailto:info@ypok.org.au)

## Legislation, Standards and Agreements

Alpine Shire standard hangar lease.

Victorian Associations Incorporation Reform Act 2012

## Related internal documents

PAA Signage Policy

PAA Commercial Operations Policy

Hangar Design Guidelines

PAA Membership Policy

Model Incorporated Association Rules

<b>Hangar Policy</b>	
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