



PAA Hangar Policy

Commitment

The Porepunkah Airfield Association (PAA) is committed to managing the Porepunkah 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 lessees.

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 of 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

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 10 km/h
- Vehicles must not park in taxiways or other areas that may hinder aircraft movements
- Hazard lights or flashing 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/s and then backtrack runway 36 if necessary.
- Taxiing aircraft should not taxi abeam the runway except on a taxiway.

Aircraft Parking

- Aircraft must not be parked at the front of hangars for extended periods of time or overnight unless authorised.
- If an aircraft is to be parked overnight outside a hangar it must be parked in the designated aircraft parking areas unless pre arrangement has been made with PAA.

Helicopter Operations (Northern Hangars)

To ensure the safe integration of helicopters within the airfield environment and to protect people, property, and infrastructure:

1. Ground Handling Requirement

- Helicopters based in the northern hangar precinct must be manually or mechanically moved (e.g., by tug or tow cart) from their hangar storage position to the edge of the northern taxiway adjacent to the northern car park gate prior to engine start and taxiing under their own power.
- Use of rotor downwash to reposition helicopters in the immediate vicinity of hangars, vehicles, or pedestrians is prohibited.

2. Shutdown Requirement

- Returning helicopters to the northern hangar precinct must shut down no closer to the hangars than the northern taxiway adjacent to the car park gate.
- After shutdown, helicopters may then be towed or otherwise moved back into their hangar (e.g., by tug or tow cart).

3. Pilot in Command Responsibilities

- At all times, the pilot in command is responsible for ensuring operations are conducted safely and in accordance with Civil Aviation Safety Regulations (CASR).
- The pilot in command must ensure the helicopter is operated in a manner that does not endanger any person, or cause damage to any building, vehicle, fixture, or fitting within the boundaries of the Porepunkah Airfield.

4. Safe Separation

- Pilots must observe safe rotor downwash clearances from hangars, vehicles, pedestrians, and other aircraft.
- Rotor start-up and shutdown shall only occur in designated safe areas as described above.

Fixed-Wing Aircraft Operations

To ensure safety of aircraft, infrastructure, and people in the vicinity of hangars:

1. Ground Handling and Positioning

- Fixed-wing aircraft should be positioned and started in a manner that minimises the effect of propeller wash on hangars, other aircraft, vehicles, or members of the public.
- Aircraft must not be started or run at power settings that may cause damage or endanger people, property, or other aircraft when positioned near hangars or parked aircraft.

2. Shutdown and Taxiing

- Returning aircraft must use designated taxiways and parking areas, ensuring that shutdown and prolonged ground operations are not conducted in locations where propeller wash could affect nearby hangars, vehicles, or pedestrians.

3. Pilot in Command Responsibilities

- At all times, the pilot in command of a fixed-wing aircraft is responsible for ensuring operations are conducted safely and in accordance with Civil Aviation Safety Regulations (CASR).

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 Council (ASC) is responsible for managing leases, planning permits and building permits.

The PAA is responsible for this hangar policy.

Hangar owners and users of the airfield are responsible for complying with this policy.

A Hangar owner may not always be a member of PAA however since PAA is the manager of the airfield on behalf of ASC a hangar owner must abide by rules, regulations and policies set by ASC and/or PAA including abiding by PAA policies.

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

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

Hangar Policy	
Version	Details
V2	28-03-2022
Endorsed	03-04-2022
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