



Eastern West Virginia Regional Airport Authority

— SHEPHERD FIELD —

304-263-2106
FAX: 304-267-6350

March 13, 2017

OFFICIALLY ADOPTED BY EWVRAA: 04/01/2017

RE: Addendum to EWVRAA Landing Fee Policy

The EWVRAA exempts all aircraft weighing less than 5,000 pounds maximum gross take-off weight (MGTOW) as determined by FAA certification. The EWVRAA exempts all aircraft owned by the U.S. military, state and federal government agencies and exempts locally-based aircraft* from the collection of landing fees.

*What is the applicable definition of a locally-based aircraft? The Federal Aviation Administration (FAA) defines a “based aircraft” as an aircraft that is operational and air worthy, which is based at a specific facility for a majority of the year.

Additionally, the Eastern West Virginia Regional Airport Authority (EWVRAA) views based aircraft exempt from landing fees as those meeting the following criteria:

- Those who have based/tied down/hangered their aircraft as direct customers of the EWVRAA, utilizing the EWVRAA-owned ramp, tie-down or hangar facilities regardless of how long they have been present on the airfield.
- For those not utilizing EWVRAA facilities, based aircraft are all others tied down/hangaring and/or parking at MRB for seven or more months out of a given year AND *have registered their presence on the airfield with the Airport Manager for purposes of FAA reporting. Aircraft reported as officially “based” on other airfields cannot qualify as locally based at MRB.*

As an FAA-designated reliever airport, the EWVRAA must keep up-to-date its based aircraft list found at basedaircraft.com.

In the interests of increasing business activity and the number of locally based aircraft at MRB, the following provision is made: By written request to be considered on a case-by-case basis by the Airport Manager (AM), the following may be allowed:

- Single and multi-engine piston aircraft not leasing from the EWVRAA and intending to base at MRB for short-term periods greater than one month but less than seven months may be eligible for a cap on the landing fees collected from them in a given month equal to the EWVRAA’s published monthly tie-down rate.

Example:

The monthly tie-down rate as of March 1, 2017 was \$55.00 per month. Example aircraft is a Piper Aztec. MTOW = 5,200 lbs. $5.2 \times 1.5 = \$7.80$ landing fee each occurrence. $\$55.00 / \$7.80 = 7.05$



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In this scenario, monthly landing fees may be capped at seven (7) charged landing fees for a given month.

- Turboprop, Rotorcraft and Jet aircraft intending to base at MRB for less than seven months, whose single landing fee charge exceeds the EWVRAA's monthly tie-down charge, may pay a single monthly fee amount to be determined by the AM, provided that satisfactory written proof is supplied to the Airport Manager that said aircraft is leasing (or intends to lease) tie down, ramp parking or hangar space at the Eastern WV Regional Airport for three or more months of the applicable year.

Aircraft basing at the airport for seven or more months are totally exempt from the collection of landing fees provided that their presence on the airfield has been properly registered with the EWVRAA Airport Manager.

Mr. Neil R. Doran, C.M., A.C.E.
Executive Director / Airport Manager



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AIRCRAFT APPLICATION FOR LANDING FEE CAP (FOR SHORT TERM AIRCRAFT BASING <7 MONTHS AT MRB)

Name: _____

Business: _____

Address: _____

Email Address: _____

Phone: _____

Aircraft Type: _____

Make: _____

SE Piston _____ ME Piston _____ TP _____ Rotorcraft _____ Jet _____ Other _____

Registration No. _____

Location of Leased Space: _____ Hangar or Tie Down Site _____

Rental: \$ _____ per month

MRB Base Commencement Date: _____

Date of Expected MRB Base Departure: _____

Forecasted number of operations per month: _____

Intention to Base at MRB for 7 or more months out of applicable year? Yes _____ No _____

Monthly Landing Fee Capped: \$ _____ (amount) _____ (enter equal LF quantity per month, if applicable)

Normal Landing Fee Charge per occurrence \$ _____

Landing Fee Cap or Exemption: Approved: _____ Disapproved: _____ (AM initials one)



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