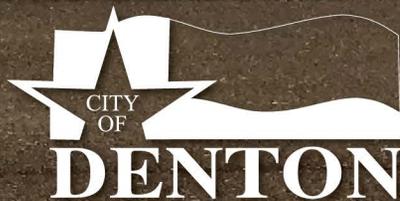




DENTON ENTERPRISE AIRPORT

DFW ACCESS.
EXTRAORDINARY BUSINESS.

LEASING AND DEVELOPMENT GUIDE





Introduction

Denton Enterprise Airport (“DTO” or the “Airport”) serves as an important economic, recreational, and transportation asset for the City of Denton (the “City”), Denton County (the “County”), the Dallas-Fort Worth Metroplex, the State of Texas (the “State”), and the United States.

The United States Department of Transportation, through the Federal Aviation Administration (“FAA”), requires any airport developed with Federal grant assistance to operate for the use and benefit of the public and to be made available to all types, kinds, and classes of aeronautical activity on fair and reasonable terms and without unjust discrimination. These requirements, among others contained in FAA Airport Sponsor Assurances (the “Grant Assurances”), further obligate the City, as the Airport’s sponsor, to develop the Airport in a manner that will make it as financially self-sustaining as possible under the existing circumstances, taking into account such factors as the volume of traffic and economy of fee and rent collection.

A Message to Airport Developers

Welcome to the Denton Enterprise Airport! The City of Denton is pleased that you are interested in developing at DTO and staff members are committed to working with you to ensure a smooth process. The following information is intended to serve as a guide to help you navigate the development and leasing process at the airport.

It is important that Airport staff, the tenant, and the contractor have a good working relationship. We firmly believe that your success is directly related to our success, and we look forward to ensuring that the relationships formed during the development process will create a foundation for success throughout your tenure at Denton Enterprise Airport.

Once again, thank you for choosing to develop at Denton Enterprise Airport. We look forward to working with you. Should you ever need to contact us, a list of names and numbers associated with developing at Denton Enterprise Airport is included at the end of this guide.

Ryan Adams
Director of Airport

Scott McDonald
Director of Development Services



How to Use This Guide

The Airport recognizes that leasing and development of aeronautical land and facilities are regulated and complex processes. This Airport Leasing and Development Guide (“Guide”) provides a framework to facilitate fair and consistent negotiation, implementation, and administration of Airport leases and development projects while ensuring compliance with FAA Grant Assurances and State obligations.

This guide is designed to:

- Set minimum standards for evaluating and approving tenant leasing proposals and applications;
- Communicate rate-setting methodologies;
- Assist applicants with general development requirements;
- Promote compliance with applicable legal requirements, including the Grant Assurances;
- Ensure fairness and consistency in leasing Airport lands and facilities; and
- Make the Airport available for public use on fair and reasonable terms and without unjust discrimination among all types, kinds, and classes of aeronautical uses.

While the Guide provides a general description of the City’s approach to Airport leases and development projects, it does not set forth a rigid, one-size-fits-all rule.

The Guide is intended to provide information to City and Airport staff, current and potential Airport developers and tenants, and other interested parties concerning what terms and conditions apply to the aeronautical and nonaeronautical leasing and development of Airport property. It also helps ensure that such activities are consistent with federal, state, and local requirements governing the Airport.

In compliance with its federal obligations and other applicable legal requirements, the City must structure lease agreements to protect the City’s and the Airport’s current and future interests and to generate sufficient revenue to operate the Airport. To ensure the Airport’s self-sustainability and to retain flexibility with lease applicants and tenants, lease agreements may take on various forms and include differing stipulations based on the functions, locations, and types of leaseholds and tenants involved. Existing and prospective tenants will be treated equitably, but not necessarily identically, with consideration given to their respective circumstances.

The City, in its sole discretion, has the right to waive any requirement or standard contained in this Guide if such waiver benefits the City or the Airport and does not violate federal, state, county, or City law or regulation. In all respects, this Guide and the requirements and standards contained within it are subject and subordinate to federal, state, county, and City law and regulation, as such currently exist or may be enacted, promulgated, or amended in the future.

Airport Development Contact Information

The individuals below can assist with specific questions regarding Airport Leasing and Development

Lease-Related Inquiries:

Leanne Alexander, Leanne.Alexander@cityofdenton.com, 940-349-7738

Airport Land Use-Related Inquiries:

Chase Patterson, Chase.Patterson@cityofdenton.com, 940-349-7739

For Fire Code and Fire-Safety Questions:

Megan Schuth, Megan.Schuth@cityofdenton.com, 940-349-8861

For Building Code Questions:

Emily Loiselle, Emily.Loiselle@cityofdenton.com, 940-349-8536

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Leasing and Development Process Overview

The leasing and development process at Denton Enterprise Airport typically takes a total of 13-28 weeks to complete. The process begins with identifying a lot for development and ends with a certificate of occupation being issued and the lessee occupying the building. The process is broken into five phases:

1. Pre-Development
2. Leasing
3. Plan Review, Permitting, and Construction (including any required FAA approvals)
4. Airport Business Permitting (if applicable)
5. Lease Term: Subleasing, Assignment, and Reversion

The details of each phase are described in this Guide, as well as information on ongoing lease maintenance and the reversion of any improvements on a leased property to the Airport at the end of the lease term.

Principal Development Criteria

The Airport has limited land resources for development, so it is important to adequately evaluate proposed Airport leases and development to ensure that the highest and best use of each property is realized and that such use is compatible with future Airport development plans. Proposed leasing or development requests will be evaluated in accordance with the content of this Guide. Such evaluation will look to whether the proposed use conforms to the following (collectively, the Principal Development Criteria):

1. The use is shown to be appropriate and consistent with the Airport Layout Plan (“ALP”), Airport Master Plan, Airport Appraisal, and other relevant Airport planning documents or Airport expansion or development plans or goals.
2. The use will not interfere with the normal and efficient operation of the Airport or with the ability of other Airport users to enjoy reasonable access to their leaseholds or the public areas of the Airport, including its runway and public taxiways and aprons.
3. The use will advance the goal of achieving financial self-sustainability for the Airport by providing a consistent, reliable, and appropriately substantial source of revenue to the Airport, whether in the form of rent or other rates, fees, or charges.
4. The use will provide long-term benefits to the Airport through the tenant’s construction, expansion, maintenance, or other development of useful and valuable improvements or facilities (or through the tenant’s efficient use of or improvements to existing Airport property or facilities).
5. The use will support the City’s efforts to make the Airport an attractive, aesthetically pleasing gateway to, and source of economic development for, the City.
6. The use will not involve non-aeronautical use of Airport property or facilities more appropriate or necessary for aeronautical use, as determined at the sole discretion of the City.
7. The use does not pose exceptional or unreasonable financial, legal, or operational risk to the Airport or the City.

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8. The use does not violate any applicable laws or regulations or any Grant Assurances or similar state or local obligations and does not pose a substantial risk of causing the City to violate any such laws, regulations, Grant Assurances, or obligations.

Notwithstanding the above, the City reserves the right to issue an RFQ/RFP to consider the highest and best proposal for the Airport.



Pre-Development

The purpose of this phase is to determine the needs of the developer and to identify a site at the Airport that best meets those needs (while also meeting the current and future needs of the Airport). At the end of the pre-development phase, the developer will have a basic understanding of the requirements needed to complete their proposed development, and staff members will understand the intended use and purpose of the development. Before moving forward, the developer will submit an Application for Airport Development and pay the associated application fee to Airport staff.

Initial Inquiry and Response

The pre-development phase typically begins with a developer contacting the City to inquire about a potential development. Airport staff will receive a high-level understanding of the developer's needs or proposal and will further direct the developer to resources such as this Guide, Airport Minimum Operating Standards, and other relevant resources.

Staff will also perform an initial review to verify the project would generally conform to the highest and best use of the property and meet current and future Airport needs.

Airport Pre-Application Meeting

Before the formal submission of an Application for Airport Development, the Airport requires each applicant to meet with Airport staff for a formal discussion of the developer's leasing or development proposal. This Airport pre-application meeting will be used to determine if the developer's proposed use of the Airport and leasehold location meet the eight Principal Development Criteria listed earlier in this document. The developer should be prepared to discuss the proposal with Airport staff in detail, including a conceptual site plan in sufficient detail to indicate the parcel size needed, building sizes and orientation, and connections to taxiways, taxilanes, and/or aprons. Airport staff will review the plan and provide any recommended modifications.

Developers are encouraged to ask any questions necessary at the meeting to ensure they understand the application process and other requirements necessary to lease and develop Airport property.

After the meeting, the Airport will provide one of the following:

1. A formal notification that the proposed development conforms to the Principal Development Criteria and that the project, as proposed, is sufficient to move forward in the development process;
2. A request for specific changes to the proposed development plan that must be met before the developer moving forward in the development process; or
3. A formal notice that, based on the proposed development's lack of conformance with the Principal Development Criteria, will not support the development. In such a case, reasons for this determination will be provided.

The Airport pre-development meeting may be held in person or virtually.

Development Services Pre-Application Conference

In addition to the Airport pre-application meeting, the applicant is encouraged to schedule a pre-application conference with the City of Denton's Development Services Department. In this pre-application conference, the concept plans will be reviewed for conformity with other, non-airport,



development regulations, including potential site or development issues that will need to be addressed during construction plan development or the actual construction phase.

The Development Services pre-application conference will ensure that the development is better prepared for the construction permitting and inspection process.

Any revisions of the conceptual plan as recommended in the Development Service pre-application conference meeting must be provided to Airport staff and/or included in the Application for Airport Development.

Submission of Completed Application for Airport Development

For the City to evaluate a proposed development, any person, group of people, firm, entity, or organization desiring to lease property within the boundaries of the Airport must submit a written application to Airport Administration.

The application form is available at www.dentonairport.com/development.

In addition to the application form and payment of the fee, the applicant shall also submit a summary of the development that includes, at minimum:

1. A description of the activity or activities that the applicant proposes to conduct under its requested development, with sufficient narrative to adequately explain the benefits of the activity or activities to the Airport and the City and to demonstrate that it meets the Principal Development Criteria.
2. The names and contact information (including at least the mailing addresses, phone numbers, and email addresses) of all parties owning an interest in the proposed tenant.
3. A description of the property intending to be leased.
4. The type of facilities which the applicant proposes to construct on or for the proposed leasehold, if applicable.
5. The purchase price of existing facilities, or an estimate of the proposed capital investment, on the proposed leasehold.
6. The services to be provided, proposed hours of operation, number of aircraft to be based, and projected number of employees, as applicable.

The City reserves the right to request additional information if it is required to more fully evaluate the application. Upon receipt of the application, Airport staff will review the application and determine if the proposed use and leasehold location comply with the Principal Development Criteria, the Airport Layout Plan, and other Airport planning or regulatory documents.

Upon receipt of the Application for Airport Development and payment of the application fee secures for the developer the exclusive right to pursue a lease with the airport for the proposed site for 120 days. **During this time, the Airport will not consider nor discuss the leasing or development of the property with any other interested parties. If no lease is executed by the end of the 120 days, the application will expire, and the City may accept development applications for the property from other parties. This 120-day timeframe may be extended in writing by the Director of Airport.**



FAA Approval (if required)

Certain development of Airport property may require FAA approval, including obstruction analysis, environmental clearance, or other approvals. If applicable, this approval process may occur concurrently with, or after, the pre-development phase. Applicants should keep in mind that it may take 60 days or more to receive any such approvals or other feedback from the FAA.

If the applicant's development proposal requires any FAA approvals, the applicant will be solely responsible for applying for such approvals and providing to the FAA any materials that the FAA may request in support of that application. Once the applicant receives an approval notice or other response from the FAA, the applicant shall promptly provide Airport staff a copy of such response.

If the FAA requires the applicant to undertake any safety or mitigation measures to proceed with its development plans, the applicant will be solely responsible for incorporating such measures into its development plans and otherwise resolving the FAA's concerns. Upon receiving notice of those FAA requirements or concerns, the applicant shall immediately advise Airport staff thereof. The City reserves the right to request modifications or reject any preliminary or final approval it has granted to the applicant's development plans or lease request if the City, in its sole discretion, determines that the safety or mitigation measures that the FAA has requested the applicant to undertake are incompatible with the Airport's or the City's interests.

If the applicant is required to obtain FAA approval for its development proposal and the FAA ultimately denies such approval or fails to provide such approval within a reasonable period of time, then either the applicant shall promptly revise its development proposal, subject to City approval, to achieve FAA approval, or the development application shall terminate and the applicant shall lose any right to proceed with the leasing and development process.

Leasing

Once a complete Application for Airport Development is submitted, the developer may begin negotiations with the Airport to lease the subject property on which the development is planned. A lease will become effective only after approval by the Airport Advisory Board and the City Council.

Lease Provisions

Airport staff will provide the applicant with a term sheet or similar document, either of which will contain proposed lease terms. These lease provisions will include, potentially in addition to others, provisions regarding:

- *The leasehold site.* The developer will be required to conduct and submit a legal description and site survey to be attached to the lease agreement.
- *The lease term.* When a developer proposes to develop all or part of the leasehold, the term of the lease will depend, in large part, on the capital investment (such as buildings, parking facilities, ramps and aprons, and other fixed assets) that the developer proposes to make in such a leasehold. In general, the levels of capital investment specified in the table immediately below will correlate with the following lease terms. **However, this table serves as a general guide and the City will consider additional factors such as site conditions, indirect benefits to the airport, and federal requirements in setting the lease term.**

Proposed Capital Investment	Approximate Lease Term
< \$300,000	5 Years
\$300,000 <\$600,000	10 Years
\$600,000 < \$800,000	15 Years
\$800,000 < \$1,000,000	20 Years
\$1,000,000 < \$1,500,000	25 Years
>\$1,500,000	30 Years

Initial lease terms of greater than 30 years will be considered for developments that provide an exceptional investment in the airport, satisfy a strategic need, or provide some other unique benefit to the Airport and/or its users.

The lease will require a minimum level of capital investment in the leasehold. If after construction, the level of capital investment proves higher than originally proposed, the developer may request the term of the lease be modified via a lease amendment, which will be granted at the City’s sole discretion.

- *Lease Extensions.* Options to extend a lease’s initial term, if included in a lease, shall not extend the lease for a period of greater than ten (10) years, with no such extension allowing the lease to run cumulatively for more than fifty (50) years, including both the original lease term and any extensions. The granting of an extension within a lease will be contingent on additional capital investments in the property or facilities during the initial lease term or that the existing capital improvements revert to (i.e. ownership be transferred to) the City at the conclusion of the initial lease term. Granting of lease extensions shall be contingent on the renegotiation of lease rates to be consistent with rates the Airport charges new lessees of comparable Airport property at the time of the renegotiation.

- *Rent, rates, and charges.* The lease will specify the rent and any other rates and charges that the tenant will be required to pay the City under the lease, as well as any late fees and penalties the tenant may incur for late or insufficient payment or other lease violations. Lease payments will generally begin no later than 90 days following the execution of the lease agreement.
- *Rate adjustments.* At a minimum of every five years, the City shall have an appraisal conducted of Airport property and new leases will reflect the newly appraised value of each leasehold. Thereafter, lease rates shall be adjusted each year based on the Dallas-Fort Worth Bureau of Labor Statistics Consumer Price Index (“CPI-U”) until the next appraisal is completed.
- *Revenue share.* In addition to any rents and other fees and charges that the City imposes on the tenant, the lease may require the tenant to provide the City a share of any revenue it generates as a result of commercial activities on the Airport.
- *Tenant construction requirements.* The lease agreement shall describe the facilities to be constructed by the tenant (e.g., buildings, taxiway, apron, etc.) reasonable in detail. The conceptual or engineering drawing(s) of such facilities shall be attached to the lease agreement.
- *Building permits.* For any planned construction, the lease will require the tenant to obtain a building permit from the City within a specific time period, typically 90 days, prior to the lease commencement date.
- *The construction period.* The lease shall require the tenant to complete construction within a specified timeframe, which generally will be no longer than 365 days from the commencement date of the lease. Larger or phased projects may be granted additional construction time at the sole discretion of the City.
- *Aviation easements.* The lease will reserve to the City, and its successors and assigns, a right of aviation over the leasehold for the benefit of the public.
- *Reversion.* In line with FAA policy, leasehold improvements shall revert to (i.e. be transferred to) the City at the end of the original term of the lease.
- *Subordination.* The lease shall be subject and subordinate to all applicable federal, state, and local laws, regulations, orders, ordinances, and rules (collectively, “Legal Requirements”) and to the City’s FAA Grant Assurances, as such Legal Requirements and Grant Assurances exist at the commencement of the lease or as they may be amended at any time during the lease term. As such, the lease shall provide that, if any of its provisions conflicts with any such Legal Requirements or Grant Assurances, the City shall be entitled to waive or modify such provision(s) to the extent necessary to bring that provision(s) into accord with the Legal Requirements and Grant Assurances.
- *Indemnification.* The lease shall require the tenant to indemnify the City for any damages or other harms caused by the tenant or its agents, representatives, invitees, or specified others arising out of its activity on the Airport.
- *Insurance.* The lease will require the tenant to obtain insurance, of at least certain specified types and amounts, in a form(s) acceptable to the City, to adequately protect the City from risks caused or presented by the tenant’s use or occupancy of the Airport. Such insurance must be maintained throughout entirety of the lease term.
- *Environmental risks and hazardous materials.* The lease shall include provisions concerning the tenant’s responsibilities for avoiding causing, and for mitigating if it has caused, any



environmental risks or harms to the Airport or surrounding property. The lease will further include prohibitions on the tenant's use, possession, or storage of any of various hazardous materials on the Airport.

- *Maintenance and other requirements.* To ensure the City receives viable facilities at the end of the term, the lease agreement will provide that:
 - The tenant shall be responsible for preventative maintenance throughout the term of the lease.
 - The tenant shall provide a condition assessment, performed by a qualified third-party, of its facilities a specific intervals during the term of its lease. The condition assessor shall be hired by the tenant at the tenant's sole expense but must be approved in writing by the City. The condition assessment shall examine the structural components, the electrical, plumbing, heating and cooling systems, and other elements of the leasehold's facilities as well as any pavement (asphalt or concrete) within the leasehold. The tenant will be required to correct any deficiencies.
 - The City may require the tenant remove any or all improvements at the end of the lease term regardless of the condition of the facilities.
- *Minimum Operating Standard compliance.* The tenant will comply with any minimum operating standard for commercial aeronautical operations as may be adopted or amended from time to time.

The preceding list of lease provisions is not exhaustive. The City may, in its reasonable discretion, add, remove, or modify the terms that it proposes to include in an Airport lease, subject to compliance with the Legal Requirements and Grant Assurances.

Lease Preparation

If the applicant accepts the proposed lease terms, the applicant shall sign and return the proposed term sheet to Airport staff for the formal preparation of a lease agreement. The developer shall also provide the site survey and a third-party estimate of construction costs, such as an Engineer's Estimate at Completion.

The developer should anticipate that the City will take approximately 30 days to prepare the lease agreement. Once the lease agreement is prepared, the applicant will be required to sign and return the lease agreement to the Airport.

If the applicant is obtaining financing for the project, the financial institution may require a mortgage or collateral assignment of the lease. The City will provide a standard form that must be returned before the approval process can continue.

Lease Approval

Once the developer has signed the lease agreement and returned to the Airport, staff will schedule the lease agreement for approval by the Airport Advisory Board and the Denton City Council, both of which must approve the lease agreement for the agreement to come into force. It may take up to 60 days or more to secure these approvals.

Plan Review, Permitting, and Construction

The Plan Review, Permitting, and Construction phase may begin concurrently with the leasing phase. This phase typically takes 14 to 32 weeks to complete and is a three-step process. If both Zoning Compliance Plan (ZCP) and Civil Engineering Plans (CEP) are required, it is likely to take closer to 22 to 42 weeks.

Plan Review usually takes 8-12 weeks if only a ZCP or only a CEP is required; if both are required, this phase will likely take 16-24 weeks. Next, the initial permitting review is completed in 10-15 business days, with any necessary subsequent reviews taking 5-7 business days. After the permitting reviews are complete, a building permit will be issued.

The final step is the actual construction component, which usually takes 4-16 weeks to complete, but this timeframe is highly dependent on the caliber/complexity of the building, weather, and other unforeseen variables.

At the end of the Plan Review, Permitting and Construction Phase, the developer will have completed the proposed development, and the City of Denton will issue a Certificate of Occupation. The developer will then a transition to a long-term relationship with the Denton Enterprise Airport as a tenant.

The leasing and development process flowchart and the development checklist (available on page 23) are helpful tools to steer you through this process at the Denton Enterprise Airport.

Project Plan Submittal

Plans for both projects and permits should be submitted electronically via the City of Denton eTrakit portal, the link for which can be found at www.cityofdenton.com/landdevelopment. NOTE: Plans for Airport Development will not be accepted for permit review before the execution of a lease for the Airport property unless written approval from the Airport is provided.

Permit plans can be submitted on any business day. Plans for a project may be submitted only on the approved dates in the submittal schedule for that project type; submittal schedules by project type can be found on the Land Development page at www.cityofdenton.com/landdevelopment.

Many projects will require a ZCP and CEP, and some projects will require both. A CEP should not be submitted until ZCP is fully approved. Some projects may require the submittal of additional separate engineering documents, such as a Downstream Assessment, and this will generally be identified either at the Pre-Application Conference or through the CEP review process. All projects will require a building permit. Information on the specific requirements for each project will be discussed in the Pre-Application Conference.

A checklist for each plan type can be at <https://tx-denton.civicplus.com/DocumentCenter/Index/122>.

Each set of plans should include:

- 1) Zoning Compliance Plan (required for all development except building expansions that increase the gross floor area of an existing building by less than 50% of the existing building), with all elements from the ZCP checklist, including:

- 
- a. *Site Plan*: Should include all items on the Zoning Compliance Plan checklist, including, but not limited to, the boundary of the Development Impact Area (the area that you are developing), the building footprint, pedestrian pathways with dimensions, setbacks from property lines, existing and proposed easements, proposed parking spaces with dimensions, location of solid waste container with proposed screening, and other checklist items.
 - b. *Landscape Plan*: Should include all elements in the Landscape Plan checklist, including depicting the Development Impact Area, all required screening and buffering, all required trees and landscape area, the Landscape Data Table, and all other checklist items.
 - c. *Tree Preservation Plan or No Protected Tree Letter*: Should include all items in the Tree Preservation Plan Checklist, including tree inventory, site plan showing location of trees with tree numbers, mitigation table, and Excel spreadsheet version of tree inventory and mitigation table, prepared by a licensed tree professional. Or, if applicable, a letter from a licensed tree professional stating that no protected trees are on the property and/or in the Development Impact Area.
 - d. *Preliminary Site Utility Plan*: Showing preliminary proposed locations for water, storm sewer, sanitary sewer, and electric lines, so that conflicts with proposed site improvements can be identified.

2) Civil Plans with all elements from CEP Checklist, including, but not limited to:

- a. *Site plan*: Should include the building footprint, Development Impact Area, setbacks from property lines, existing and proposed easements, pedestrian pathways with dimensions, proposed parking spaces with dimensions, design details for onsite pedestrian crosswalks and for bicycle parking, and location of solid waste container with proposed screening, and all other checklist items.
- b. *Landscape Plan*: Should include all elements in Landscape Plan checklist, including showing Development Impact Area, depicting all required screening and buffering, all required trees and landscape area, and the Landscape Data Table.
- c. *Tree Preservation Plan or No Protected Tree Letter*: Should include all items in the Tree Preservation Plan Checklist, including tree inventory, site plan showing location of trees with tree numbers, mitigation table, and Excel spreadsheet version of tree inventory and mitigation table, prepared by a licensed tree professional. Or, if applicable, a letter from a licensed tree professional stating that no protected trees are on the property and/or in the Development Impact Area.
- d. *Utility Site Plan*: Should include all proposed water, sewer and electric service lines on the site.
- e. *City Water/Wastewater location map* (to be available at the Airport Office)
- f. *8 1/2 x 11 Fire Lane Map* (if fire lanes are required)
- g. *Parking Lot Layout*: Should include structural details for the proposed parking and drive isle surfaces.
- h. *Site Grading and Drainage Plan*: Should include storm water runoff calculations for culverts or underground drainage flues. A licensed Engineer should provide calculations.

AND, after at least one round of CEP review is complete:

3) Building Permit submittal including:

- a. *Structural drawings.*
- b. *Site Plan* (include approved ZCP site plan, if required)
- c. *Landscape Plan* (include approved ZCP site plan, if required)
- d. *Mechanical, Electrical and Plumbing plans* (as applicable). These plans should include electrical load calculations, ventilation calculations, plumbing fixture calculations, occupant load calculations, and manufacturer cut sheets for exterior lights. See [New-Commercial-Construction-Submittal-Requirements-PDF \(cityofdenton.com\)](https://www.cityofdenton.com/development/permits/new-commercial-construction-submittal-requirements-pdf) for a complete list of requirements.
- e. *Floor plan* of the building including means of egress, uses, and dimensions for each area.
- f. *Exterior elevations, including all windows, doors, and architectural features.*
- g. *Engineered foundation plans* sealed by the designing engineer along with a statement that the foundation is designed for the soil conditions at the proposed site.
- h. *Location on the plans with UL assembly numbers* for required fire-rated walls or partitions.

(see the [New Commercial Construction](#) page at the City of Denton website or attached copies of flow charts for Architectural and Engineering Practices Act(s) for required seals)

4) Miscellaneous Forms

- a. *Proof of submittal to TDLR* (required for projects valued over \$50,000).
- b. *Commercial Energy Code Compliance Reports.*

When plans for a Project are complete and ready for submittal, developers should complete the Development Application and Owner Authorization available at the Land Development webpage (www.cityofdenton.com/landdevelopment), and submit with each type of plan listed above via eTRAKiT (<https://dntn-trk.aspgov.com/eTRAKiT/www.dentonpermits.com>). The owner authorization will need to be signed by Airport staff since the City of Denton retains ownership of the property with a lease. Note that not all plan types should be submitted at once. Following ZCP approval, CEP may be submitted. When the first review of CEP is complete and the developer has reviewed those comments, Building Permit plans are complete and ready for submittal, the next step is to complete the Commercial Permit Application available on the City of Denton website (www.cityofdenton.com/282/Commercial-Permits). The Building Permit plans and application should then be submitted electronically via eTRAKiT (<https://dntn-trk.aspgov.com/eTRAKiT/www.dentonpermits.com>).

Plan Review

After plans have been submitted, they will be distributed to the appropriate departments for review with comments made by each applicable department, as needed. Plans will be reviewed in approximately 10-12 business days. Revisions will be reviewed in approximately 5-7 days.

Project Plan (ZCP, CEP) review comments will be completed within the time shown on the submittal schedule for that project type (see submittal schedules at www.cityofdenton.com/landdevelopment).

Upon completion of the initial plan review; Development Services will notify the developer that either:

- 1) Comments are available on eTRAKiT, and revisions will be required, or
- 2) The project is approved, or the permit is ready.

In most cases, after the first review, a revision of the plans will be required to ensure that all standards have been met. All plan review comments are available on our website at <https://dntn-trk.aspgov.com/eTRAKiT/>.

Should a developer receive comments that require revisions, plans will need to be revised and re-submitted, along with a comment response document identifying how you have addressed each comment, uploaded into eTRAKiT for a second review. Review comments for Project plan resubmittals will be available based on the submittal schedule for that project type (see Land Development website); review comments for Building Permit plan re-submittals will be available within 5-7 business days of the date they are re-submitted.

Upon the approval of the plans and permits for your project, including any required inspections, and payment of the applicable permit fees (see attached fee schedule), you will be issued a Building Permit for your project.

Inspections

After a permit has been issued for your project and construction begins, certain inspections will be required during each stage of construction for your project. It will be the responsibility of the contractor to ensure that the proper inspections are requested and approved before proceeding with construction.

The following is a list of required inspections as well as a brief description of what will be inspected during each inspection. Attached you will find step-by-step instructions on how to request inspections through the Development Services Request Line as well as a complete list of all inspections performed by the Building Safety Division. Only the inspections listed below are required for all projects.

However, depending on the complexity of the project, inspections may be broken down into more specialized increments to enable the project to proceed through the process more efficiently.

Inspections can be scheduled online at <https://dntn-trk.aspgov.com/eTRAKiT/> or via phone at (940) 349-8600 if unable to schedule an inspection online or to cancel an inspection. Cancellations must be submitted before 9:00 a.m. If the scheduled inspection is not ready for inspection and not canceled before the inspector arrives, a re-inspection fee will be assessed. All unpaid fees must be paid before approval of a final inspection. Inspections can be scheduled up to 5:59 a.m. that business day and will be completed that day. Permit packets and city-stamped approved plans must be onsite for all inspections. Developers will be assessed a re-inspection fee if failing to provide these items.

List of Mandatory Inspections

16 T-Pole/Saw Service	The temporary power pole to be used by workers during construction. (Contractor must submit online a complete Commercial Request for Service form before utilities will be connected)
01 Plumbing Underground Water & Sewer)	All in-ground plumbing including water and drain lines under slab and between slab and meter or sewer tie in. DWV test to cleanouts.
Electrical Underground	Service conduit, site lighting, under slab inspected prior to cover up.

32 Foundation	The foundation plan must be available on-site at the time of inspection. A Form Board Survey is required. Inspectors look at all steel and/or cables and compare them to the plan and make sure all underground lines are protected before placement of concrete.
18 Electrical Rough Mechanical Rough 02 Plumbing Rough	Includes all electrical, plumbing, mechanical, and framing in walls. All inspections for mechanical, electrical, and plumbing systems in the wall shall be inspected before sheetrock is installed.
43 Above Ceiling	Prior to covering up MEPs in the ceiling.
42 FRRCI	Fire Resistance Rated Construction for any required firewalls, rated corridors, rated stairs, elevator shaft or other.
19 Temporary Power	In order to have electric meters turned on prior to the final inspection. All electrical must be substantially complete or capped and covered.
05 Temporary Gas	In order to have gas meters turned on prior to the final inspection. Gas service lines must be pressurized with an air test with a diaphragm gauge at the time of inspection.
36 Exterior Sheathing	Required prior to installation of building wrap, siding, or masonry
37 Braced Wall	Interior bracing, hold downs, straps, 1x4 or other
38 Brick Ties/Lath/Stucco	Hardware/supports installed before brick or stucco
08 Roof Drains	Water test required on drains, seals, and secondary
40 Framing	Steel or wood construction
41 Insulation	Minimum required insulation, doors, and windows per approved energy reports
Plumbing Final	All fixtures installed, hot water, backflow, etc.
21 Electrical Final	Electric on, fixtures installed, lights, plugs, etc.
27 Mechanical Final	All equipment installed, startup complete, installed per energy reports.
30 Pier	If piers are installed, prior to pour of concrete.
31 Footings	If footings are installed, prior to pour of concrete.
06 Gas Test	Pressure test gas piping, use diaphragm gauge sufficient for pressure
22 Duct Rough	Duct inspection including equipment hanging

<p>Final REQUIRED FOR ALL PERMIT TYPES: #44 Final Inspection</p>	<p>All construction should be complete including site work, including any special inspections, site drainage, energy code reports, irrigation final, public works final, fire final, etc. All other permits associated with the main permit must be finalized prior to approval of a Certificate of Occupancy.</p>
<p>Other inspections that may be required, such as restaurants or high hazard projects, may require different inspections. See a complete list online or refer to your plans for all required inspections):</p>	

Important Note: All plumbing, electrical, and mechanical work must be performed by individuals who are properly licensed to do the work being performed. These individuals must register with the Building Official before starting work on your project.



Airport Business Permitting

Any person or entity that desires to conduct any commercial aeronautical activities at the airport shall, before conducting such activities, submit an Airport Business Permit application to, and receive approval thereof, from the Airport Director and Airport Advisory Board.

The Airport Business Application is available at www.dentonairport.com.



Lease Term: Subleasing, Assignment, and Reversion

During an Airport lease term, an existing tenant may desire to assign its lease to another party, finance improvements requiring a mortgage or collateral assignment to a financial institution, delay the reversion of a facility on the leasehold, or extend the lease. The following describes the City's processes regarding each of these topics.

Subleasing

The City reserves the right to prohibit subleasing or to require the City's prior written consent to any sublease. Consent to subleases shall be granted in the City's sole discretion and the City may instead require the proposed sublessee to enter into a lease directly with the City. The City may require the lessee to pay the City a percentage of gross revenue generated, or profit earned, relating to any permitted subleasing activity. The lessee shall remain responsible for all rents and fees owed under the Agreement in the event of any sublease. Sublease agreements must comply with these Guidelines in form and substance and the sublease agreement will be subject to the review and approval of the City. Any sublease made contrary to the requirements of this Guide and the agreement shall be null and void.

Assignment

To transfer possession or control of a tenant's hangar or other facility to another party, the tenant must assign its lease to that other party with the prior written consent of the City. Any attempt to do so without such prior written consent shall be considered null and void. To request the City's written consent, the existing tenant must submit a written assignment application to Airport Administration that includes the following:

1. All of the information that the assignee would be required to submit as part of an Application for Airport Development. Such information shall pertain to the assignee, not the current tenant, such that the City can evaluate the assignment proposal, and the assignee, to the same extent that it may evaluate a new lease application and the applicant submitting it.
2. A statement indicating whether the assignee will require a mortgage, collateral assignment of the lease to a financial institution, or any similar conveyance of any interest, including any contingent or collateral interest, in the lease, leasehold, or leasehold improvements, to any party other than the assignee. If so, the assignment application must include copies of all financing agreements and other paperwork relevant to such mortgage, collateral assignment, or similar conveyance of interest in the lease, leasehold, or leasehold improvements.

Reversion of Capital Improvements

Unless stated otherwise in older lease agreements, upon expiration of the lease term, the City may either (a) require ownership of any improvements to the leasehold to revert to the City or (b) require the tenant to demolish and remove them, at the tenant's sole cost, and to return the leasehold to its original condition at the start of the lease, normal wear and tear excepted.

The City will notify the lessee 180 days before the expiration of the lease agreement to review specific lease requirements regarding reversion. At this time, the City will inform the Lessee if it will require reversion or demolition and removal of the tenant's improvements, as applicable. The City will have the right to inspect such improvements and evaluate their condition and value. In conducting that inspection, the City (or its contractors or other agents) may enter the leasehold and the improvements



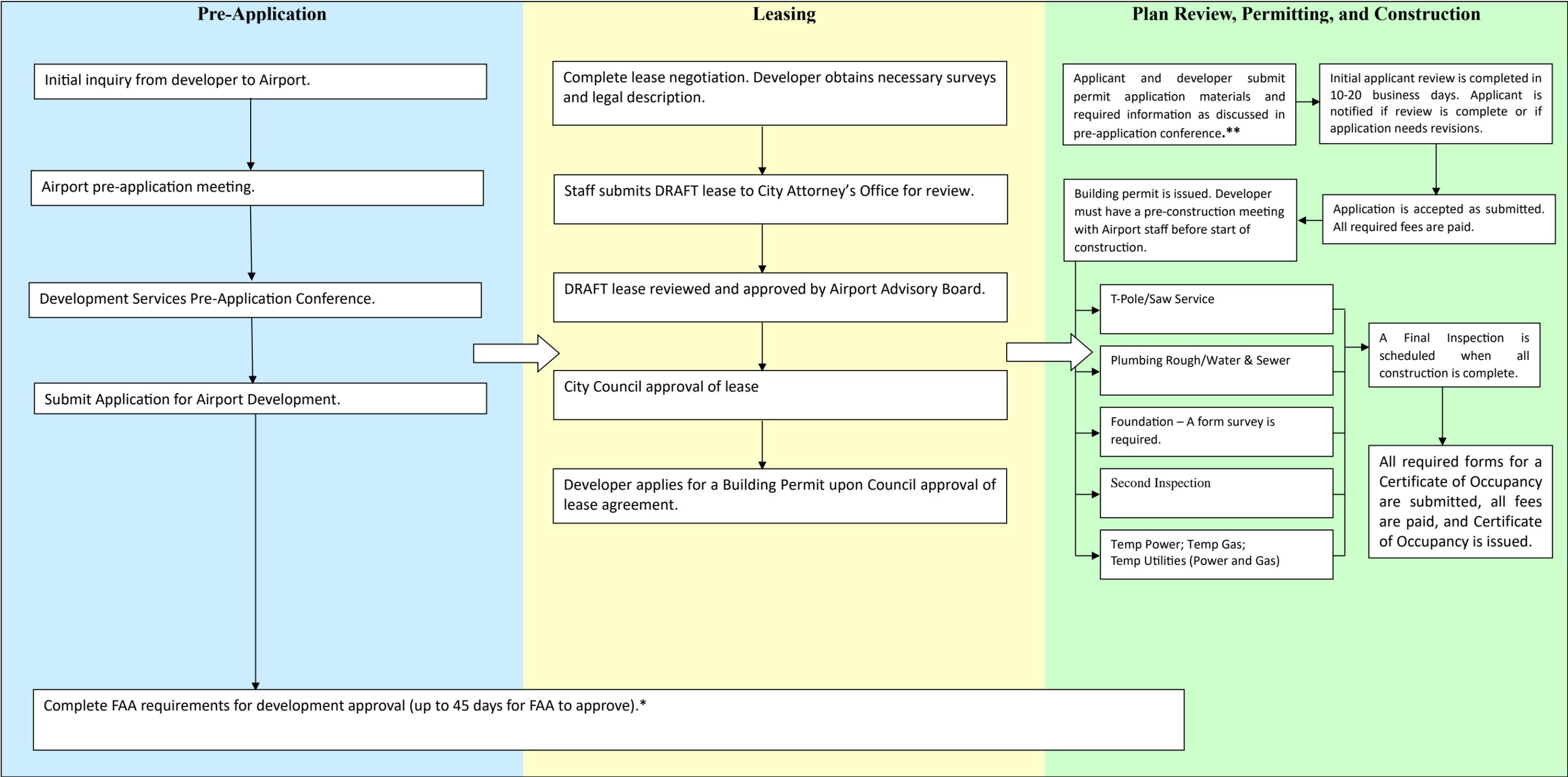
themselves and may conduct sampling or other testing, to assess the improvements' condition or value. The City will not be liable for any disruption or damage it reasonably causes in conducting such inspection and evaluation. If the City determines the improvement will remain in place, the City will appraise the improvement to establish a building lease rate.

The City, at its sole discretion, may offer to the lessee to remain in the improvements under a new building lease agreement at the appraised lease rate. The City, at its sole discretion, may conduct an RFQ/RFP process to determine highest and best use of the improvements.

Appendix A – Lease and Development Process Checklist

	Item	Done
1.	<p><i>Initial Inquiry.</i> Make an initial inquiry and receive information on the leasing and development process and resources.</p>	
2.	<p><i>Airport Pre-Application Meeting.</i> Meet with Airport staff to discuss the scope, intent, and feasibility of the proposed development.</p>	
3.	<p><i>Development Services Pre-Application Conference.</i> Meet with Development Services staff to review the proposed development for conformance with other, non-airport, development regulations.</p>	
4.	<p><i>Submit Application for Airport Development.</i> A complete application includes the application form, supplementary information, and payment of the application fee.</p>	
5.	<p><i>Complete lease negotiation with Airport Staff.</i> Lease negotiations may occur concurrently with the plan review process with Airport approval. Building permits will not be issued without an executed lease.</p>	
6.	<p><i>Applicant submits an FAA Form 7460-1 and corresponding environmental impacts.</i> Applicant will submit the appropriate forms, if required, and send Airport Staff a copy. The applicant will notify Airport Staff when the FAA approves the development.</p>	
7.	<p><i>Prepare design concept plans as required by city staff.</i> The Developer will: (1) Identify a general contractor; (2) Complete Commercial Building Permit (Do not submit); (3) Complete Parking Lot Permit (Do not submit); (4) Complete lot survey and legal description.</p>	
8	<p><i>Lease Approval.</i> Leases must be recommended by the Airport Advisory Board and approved by the City Council. The developer must provide a survey to be included with the Lease.</p>	
9	<p><i>Apply for a Zoning Compliance Plan and/or Civil Engineering Plans.</i> Upon Council approval of the lease agreement, depending on the size of the project and whether public improvements will be required, one or both project types may need to be submitted.</p>	
10.	<p><i>Apply for a Building Permit.</i> Upon Council approval of the lease agreement, and after both approval of ZCP (if required) and first review of CEP (if required) you may submit the commercial building permit and any other required permits to the Building Safety Division.</p>	
11.	<p><i>Attend a pre-construction meeting/Airport construction safety meeting.</i> The Developer will schedule the meeting with airport staff to discuss construction safety requirements and construction equipment access.</p>	
12.	<p><i>Track permit and inspection process.</i> The contractor will schedule necessary inspections as required by the Building Safety Division.</p>	

Appendix B – Leasing and Development Process Flow Chart



*FAA requirements must be met before construction can begin.
 **Multiple application submittals may be required, depending on the project.

Appendix C- General Requirements for Aircraft-Related Occupancies

The City of Denton strongly advises anyone who is considering constructing a building at the Denton Enterprise Airport to set up a Pre-Application Conference (PAC) through the Department of Development Services before preparing construction drawings.

A ZCP will be required to be submitted and the first round of comments before submitting for a building permit. It is compiled from the latest editions of the International Codes as adopted by the City of Denton, including the Building, Fire, Mechanical, Plumbing, Fuel Gas, and Energy Conservation codes, as well as the National Electrical Code and NFPA 409. It also draws from the standards of the Denton Development Code (DDC), with which all development must comply, except where project-specific design alternatives to DDC standards have been approved by the Planning Director.

Although this guide has been compiled to help answer many of the basic questions you may have when designing your building, it is not intended to be used as a substitute for the applicable codes and will not answer every technical question that may arise when designing an aircraft-related project. This is one of many reasons why we continue to advocate the use of the PAC process as the best source for information concerning the design of all projects. Plans that include fire suppression systems or fire alarm systems must be designed by a State of Texas licensed designer and submitted separately.

Design Requirements

The State of Texas has numerous laws, which apply to all construction projects within the state. These laws regulate everything from who can design a project to how it must be designed. The following is a brief list of some of the laws, which may govern your project.

Architectural Barriers Act

The State of Texas has created the “Texas Accessibility Standards” which have been approved by the Federal Government for use within the state to determine compliance with handicap accessibility requirements of the Americans with Disabilities Act. The Texas Department of Licensing and Regulations (TDLR) is the state agency charged with the over-site of these standards. All projects within the state are required to comply with the requirements set forth in the standards. However, only those projects with a total construction cost of \$50,000.00 or more are required to actually submit plans to TDLR for review and comment. All applicants for projects, which meet the \$50,000 threshold, must provide proof that the plans have been submitted to TDLR for review before a permit may be issued.

Architectural Practices Act

Due to the complex nature of the requirements under this law, the Texas Architectural Review Board has created a flow chart that may be used in order to determine which projects will be required to follow the law and more specifically, what aspects of the law each project will be required to follow. This flow chart is included as Attachment A-1 at the end of this guide. Any other questions concerning the requirements for Architects sealed plans should be referred to the Texas Architectural Review Board.

Engineering Practices Act

Again, due to the complex nature of the requirements under this law, the Texas Engineering Review Board has also created a flow chart that may be used in order to determine which projects will be required to follow the law and more specifically, what aspects of the law each project will be required



to follow. This flow chart is included as Attachment A-2 at the end of this guide. The basic requirements are that plans for any non-residential building over 5,000 square feet in area must be stamped by an engineer licensed to practice engineering in the State of Texas. This requirement pertains to all aspects of construction including structural, mechanical, electrical and plumbing. Any other questions concerning the requirements for Engineers sealed plans should be referred to the Texas Engineering Review Board.

Specific Code Requirements

The 2003 International Building Code (2003 IBC) divides aircraft hangars into four different categories. These are 1) Residential Aircraft Hangars 2) Aircraft Storage Hangars 3) Aircraft Maintenance Hangars and 4) Aircraft Paint Hangars. Category one, residential aircraft hangars, are those, which are “less than 2000 sq. ft. and less than 20 ft. in height, constructed on a one or two family residential lot...” These hangars, by basic definition, will not be built on any airport property. However, each of the other 3 categories of aircraft hangars could possibly be built at the Denton Enterprise Airport. The requirements for each of the categories escalates with the intensity of the uses allowed. Also, the requirements for each category are cumulative. Those required for each lesser category are also required for the more intense uses.

In addition, the most current adopted building code contains requirements which are specific to aircraft related occupancies. A copy of this section has been included as Attachment A-3 at the end of this guide. The requirements found in this section are in addition to the other requirements relative to the use and occupancy classification of the structure. One of the most stringent requirements found in this section is the fact that any exterior wall located within 30 feet of a property line, lot line or public way must be 2-hour rated construction. Due to the lot configurations and the proximity of the aircraft hangars currently located at the airport, almost all exterior walls except those adjacent to taxiways and access roads will be required to be of 2-Hr. rated construction.

The plans for the hangar must include the UL approved assembly number for the required 2-Hr wall (these may be found on the Underwriters Laboratory web site at www.ul.com) as well as construction details for the wall. This section also requires that the floors of the hangar be graded to drain. The code does not stipulate that floor drains shall discharge through an oil separator to the sewer or to an outside-vented sump.

This section also requires that any heating equipment, other than unit heaters, must be installed within a 2-Hr. enclosure. The enclosure must be accessed from the exterior of the building or through a vestibule providing a two-doorway separation. However, there is an exception to the two-doorway requirement which allows a single door provided the ignition source for the equipment is located a minimum of 18” above the floor.

Aircraft Storage Hangars Occupancy Classification S-2

An aircraft storage hangar is the most basic hangar found in the code. Most commercial hangars leased and or constructed for personal use fall under this category. Also, those hangars that are used for simply storing commercial aircraft fall under this category. There are numerous requirements throughout the code for an S-2 occupancy. The main areas of concern include construction type required, allowable height and area and separation of uses within the building. The different categories of construction type are found in section 602 of the International Building Code. This section has been included as



Attachment A-4 at the end of this guide. The information on the allowable height and area of the proposed building may be found in Table 503 of the IBC.

The IBC also allows numerous exceptions and modifications to the requirements found in Table 503. In order to determine whether your building meets any of these exceptions, please consult the table and the corresponding exceptions included as Attachment A-5 at the end of this guide. The requirements for separation between uses can be found in Table 302.3.3 of the IBC. However, the International Building Code is much more flexible than the old Uniform Building Code when dealing with occupancy separation requirements. Section 302.3 of the IBC allows the person designing the building to choose how they wish to deal with occupancy separation. The designer can simply follow the table and provide the required separation, or they can choose to design the building as what the code calls a non-separated use. However, in order to design a building as a non-separated use, the building must meet a number of other requirements throughout the code. Due to the complex nature of these requirements, it is recommended that anyone choosing to build a hangar under the non-separated use requirements, consult a design professional in order to make sure that the project meets all the requirements applicable within the code.

Aircraft Maintenance Hangars Occupancy Classification S-1

The major difference between the requirements for aircraft maintenance hangars and aircraft storage hangars is in the classification of the structure. Maintenance hangars must meet the requirements for an S-1 occupancy as opposed to an S-2 occupancy for storage hangars. Review the attached tables (Attachment A-6) to determine the requirements for your building. One problem that we have encountered in the past arises when an applicant wishes to convert a single compartment of a T-Hangar building into either a maintenance or a painting facility. As a general rule, we have allowed T-Hangar buildings to be classified as a single occupancy in much the same way as we would a parking garage. However, when a portion of the building is converted to a different use, that portion of the building would be considered a separate occupancy and would therefore be required to meet all code requirements including occupancy separation, sprinkler requirements etc. This would require the addition of fire barriers and, depending upon the size of the space in question, possibly sprinkler systems as well.

Aircraft painting operations where the quantities of materials used or stored on site do not exceed those listed in Table 307.7(1) are also classified as S-1 occupancies. However, depending upon the types of systems used in the painting operation, as well as the location of the building relative to other buildings on the site, numerous other requirements found throughout the code would apply. In light of the complicated nature of these requirements, the City of Denton Building Safety Division strongly recommends that anyone wishing to construct or convert any facility at the Denton Enterprise Airport for use as an aircraft painting facility should contact our office to set up a pre-design meeting in order to discuss these code requirements.

Aircraft Paint Hangars Occupancy Classification S-1 or H-2

Aircraft painting operations where the quantities of materials used or stored on site exceed those listed in Table 307.7(1) are classified as H-2 occupancies. The H in the designation stands for “Hazardous Occupancy” and the number 2 is the category designation. Detailed requirements for all hazardous occupancies can be found in Section 415 of the 2000 IBC. Section 416 of the code also provides requirements for application of flammable finishes and section 417 contains requirements for drying



rooms. These sections have been included as Attachment A-7 at the end of this guide. Depending upon the types of systems used in the painting operation, the quantities of materials used or stored on site, and the location of the building relative to other buildings on the site, numerous other requirements found throughout the code would apply.

In light of the complicated nature of these requirements, the City of Denton Building Safety Division strongly recommends that anyone wishing to construct or convert any facility at the Denton Enterprise Airport for use as an aircraft painting facility should contact our office to set up a pre-design meeting in order to discuss these code requirements. In addition, anyone considering an operation that would fall under the Hazardous Occupancy classification must consult an architect and an engineer for the design and construction of the proposed facility.

After receiving the appropriate approvals from the Denton Enterprise Airport to proceed with your construction project, here are a few things you should know in order to help your project run smoothly.

Appendix D – Fire Code Requirements for Hangar Construction

The City of Denton has adopted the 2021 International Fire Code (2021 IFC) with local amendments. The 2021 IFC refers to the IBC for classification of aircraft hangars. These classifications include storage group 1 if it is used as a storage hangar. When the hangar is used as a repair area or refueling, and defueling is being performed the hangar is classified as a hazardous 1 or 2 classifications. When the hangar is used as a storage area and office or business occupancy the structure can have multiple occupancy classifications. This is important because there may be a requirement for fire-rated separation or a fire suppression system in all or part of the structure.

The City of Denton has amended the 2021 IFC in section 903 to require non-combustible construction exceeding 10,000 sq ft. and larger to install a fire suppression system. Combustible construction exceeding 7,500 sq ft. or larger must install a fire suppression system. The reasoning behind these requirements is that the Fire Department feels with current staffing and deployment of equipment that we can safely fight a fire in structures with no suppression system up to 10,000 sq ft. of non-combustible and 7,500 sq ft. of combustible construction.

This amendment does not apply to aircraft hangars with the exception of a hangar that has multiple occupancies such as office/hangar, assembly/hangar or manufacturing/hangar occupancies. For example, if the hangar has an aircraft storage area of 12,000 sq ft. and office area of 3,500 sq ft. the office would have a suppression system, but the hangar area would not. If the total aircraft storage area were open there would be no requirement for a suppression system.

The 2021 IFC makes aircraft hangar fire suppression requirements in accordance with NFPA 409, which classifies hangars in the following manner:

Group I Aircraft Hangar. A group I aircraft hangar shall have at least one of the following features and operating conditions:

- (1) An aircraft access door height over 28ft.
- (2) A single fire area in excess of 40,000 sq ft.
- (3) Provision for housing an aircraft with a tail height over 28 ft.

Group II Aircraft Hangar. A group II aircraft hangar shall have both of the following features:

- (1) An aircraft access door height of (28 ft.) or less
- (2) A single fire area for specific types of construction in accordance with Table 4.1.2

Table 4.1.2 Fire Areas for Group II Aircraft Hangars

Type of Construction	Square Feet
Type I (443) and (332)	30,000-40,000
Type II (222)	20,001-40,000
Type III (111), Type III (211) and Type IV (2HH)	15,001-40,000
Type II (000)	12,001-40,000
Type III (200)	12,001-40,000
Type V (111)	8,001-40,000
Type V (000) * Single fire area inclusive	5,001-40,000

Group III Aircraft Hangar. A group III hangar shall have both of the following features:

- (1) An aircraft access door height of (28 ft) or less.
- (2) A single fire area that measures up to the maximum square footage permitted for specific types of construction in accordance with Table 4.1.3.

Table 4.1.3 Maximum Fire Areas for Group III Aircraft Hangars

Type of Construction	Square Feet
Type I (443) and (332)	30,000
Type II (222)	20,000
Type III (111), Type III (211) and Type IV (2HH)	15,000
Type II (000)	12,000
Type III (200)	12,000
Type V (111)	8,000
Type V (000) * Maximum single fire area	5,000

Group IV Aircraft Hangar. A group IV aircraft hangar shall be a structure constructed of a membrane-covered rigid steel frame.

Fire Suppression Requirements

The protection of aircraft storage and servicing areas for Group I aircraft hangars, shall include a fire suppression system in accordance with chapter 6 of NFPA 409.



The protection of aircraft storage and servicing areas of Group II aircraft hangars shall include a fire suppression system in accordance with Chapter 7 of NFPA 409.

The protection of aircraft storage and servicing areas for Group III aircraft hangars shall be constructed of any of the types of construction specified in NFPA 220. Group III hangars shall be limited to one story. Multi story hangars will be considered Group II type hangars. Where hazardous operations, including fuel transfer, welding, torch cutting, torch soldering, doping, and spray-painting, are performed in any Group III hangar, the group III hangar shall be protected with the fire protection specified in Chapter 7 of NFPA 409.

Group IV hangars having a hangar fire area greater than 12,000 sq ft. and housing fueled aircraft shall have a fire suppression system installed throughout.

Fire Lane Access

Approved fire apparatus access roads shall be provided for every facility, building, or portion of a building hereafter constructed or moved into within the jurisdiction. Fire apparatus access roads shall be installed within 150 feet of all exterior portions of the building. The fire code official may increase this distance up to 300' if the building has an approved fire suppression system.

Fire lanes are 24 feet wide and unobstructed. The lane is marked with a six-inch red stripe painted on the pavement with four inch blocked white letters every twenty feet stating, "FIRE LANE NO PARKING".

Water Supply/Fire Hydrants

Fire hydrant locations and distribution shall be in compliance with Appendix C of the 2021 IFC. See attached Appendix C of the 2021 IFC.

Fire Flow requirements shall be per Appendix B of the 2021 IFC. See attached Appendix B of the 2021 IFC.

Inspections

Each Hangar will be inspected annually for compliance with the fire code. There is no charge for the initial inspection. If a violation is found and it is not corrected in the presence of the inspector a fee will be assessed in accordance with the Denton Fire Department's published fee schedule. Failure to comply with any correctional order or violation notification can result in a fine punishable up to \$2,000.00 per violation per day.

During construction, fire suppression systems undergo several inspections by the Fire Department including visual and hydrostatic testing for under and above ground sprinkler piping in addition to final certification testing. The initial inspections are covered by the permit fee, but any reinspections will be assessed in accordance with the Denton Fire Department's published fee schedule. Fire alarm acceptance tests are conducted in accordance with the 2021 IFC and NFPA 72, when the contractor has completed their installation and testing. The initial inspection is covered by the permit fee, but any reinspections will be assessed in accordance with the Denton Fire Department's published fee schedule.

Inspections shall be scheduled through eTRAKiT and any payments can be paid through eTRAKiT. Inspectors cannot accept payment in the field.

Permitting



A construction permit for the underground and above ground installation of fire suppression systems is required. Likewise, a construction permit for the installation of fire alarm systems, and the installation of fuel dispensing or storage units is required. A construction permit is \$200.00.

An operational permit is required for hot works, fuel farms, fuel dispensing, and assembly occupancies that occur within or associated with hangars. An operational permit is \$200.00 and shall be renewed annually.

Applications for permits can be found online at www.cityofdenton.com. Navigate to the fire department page, find the “prevention” section, and look under permits.

Plan Review (Fire Systems)

The Development Services Office at 401 N. Elm St. is the location where building construction plans and plans for the installation of fire lanes, fire suppression and detection systems, and flammable/combustible liquids storage and handling. Submit plans through eTRAKIT and include applicable cut/calculation sheets. Please allow for a fifteen (15) day turn around on the review of these plans.

Fueling Systems

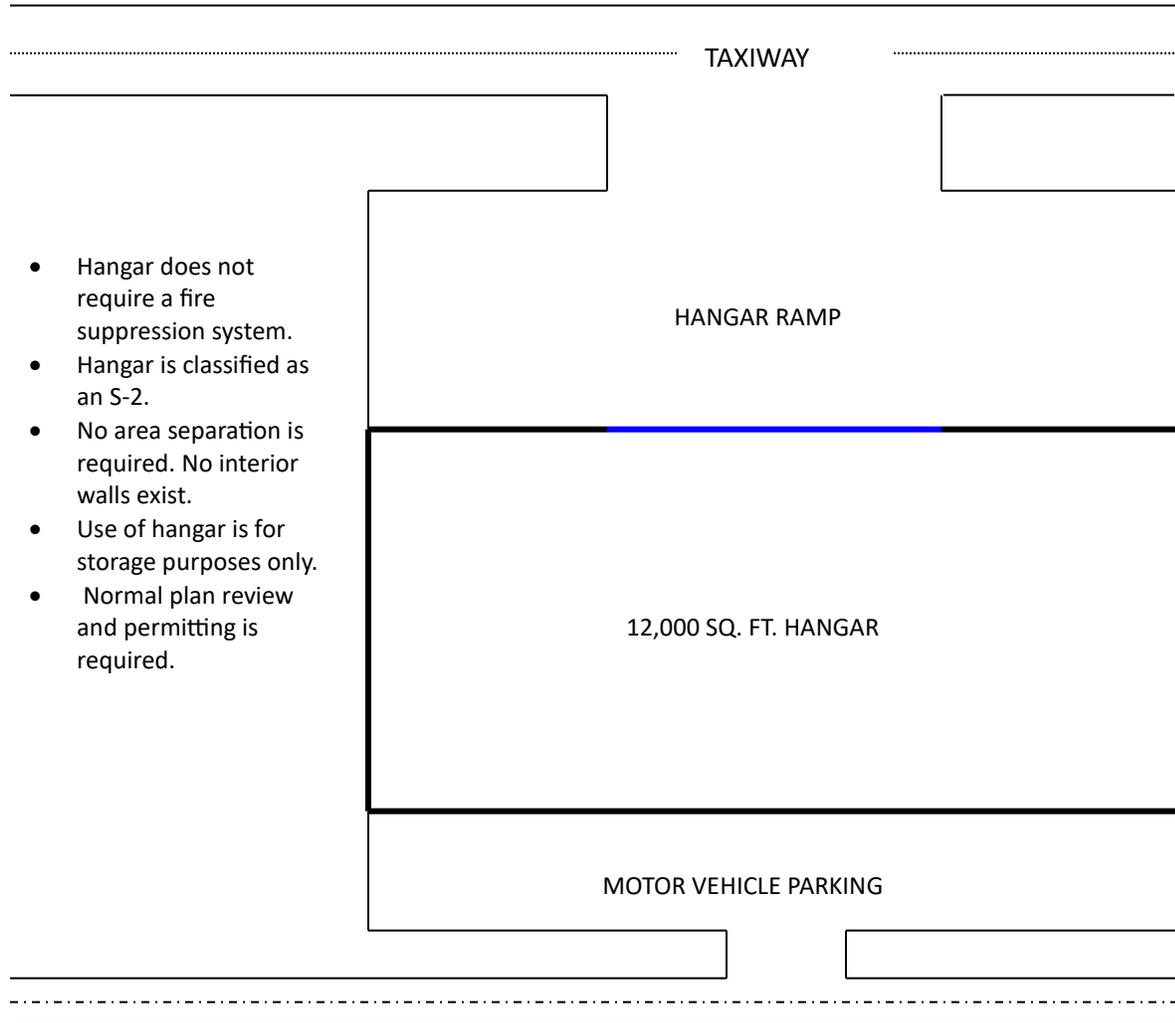
Fuel dispensing at any airport is inherently dangerous. Above ground storage tanks or underground storage tanks shall be in compliance with Chapter 57 of the 2021 IFC. This chapter is extensive and would need to be consulted if an individual or company wishes to dispense, use or sale flammable or combustible liquids in association with airport activities.

Fuel storage and dispensing will need to be reviewed to ensure compliance with the 2021 IFC. Plans and cut sheets of the materials used will need to be submitted for review by the fire department.

A Hazardous materials inventory plan and hazardous materials management plan will need to be submitted if flammable or combustible materials are used or stored.

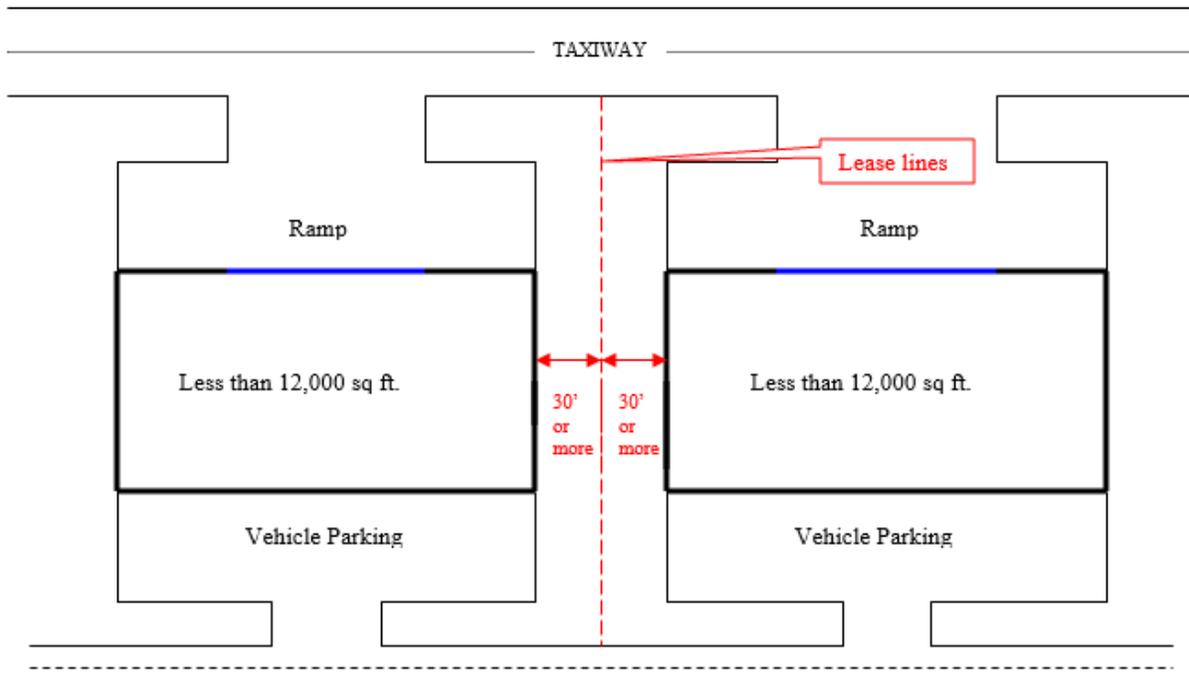
Appendix E – Fire Wall and Fire Suppression Illustrations

ILLUSTRATION ONE



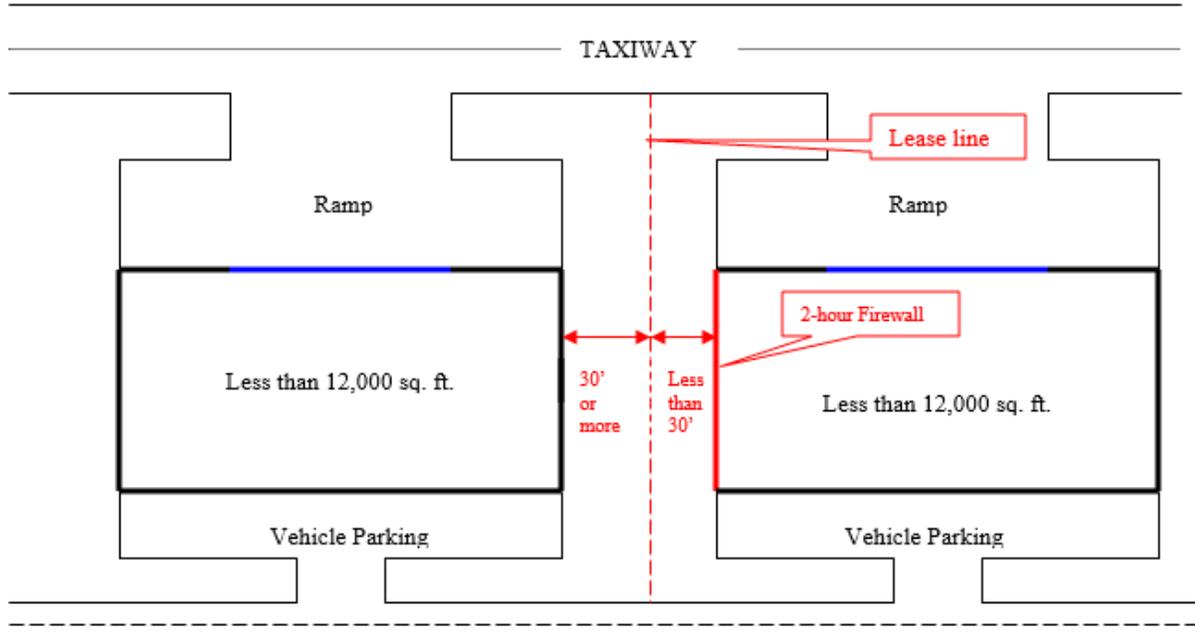
- Hangar does not require a fire suppression system.
- Hangar is classified as an S-2.
- No area separation is required. No interior walls exist.
- Use of hangar is for storage purposes only.
- Normal plan review and permitting is required.

ILLUSTRATION TWO



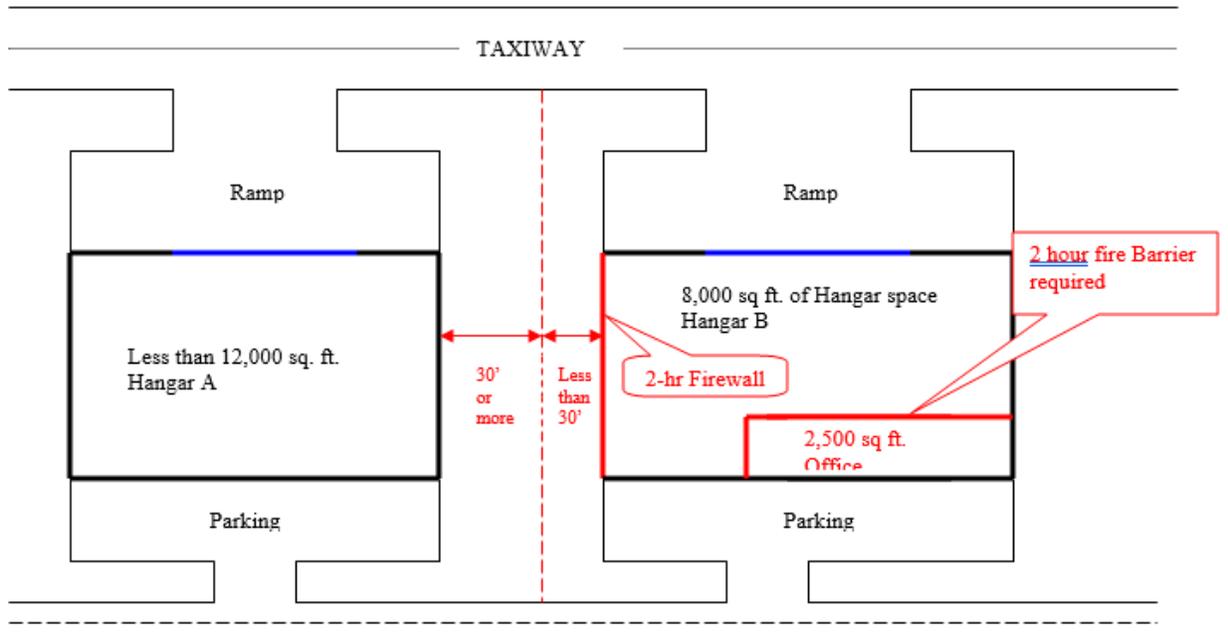
- Hangars are classified as a S-2.
- No fire suppression requirement.
- No exterior wall rating.
- Hangar shall be used as storage only.
- If maintenance is conducted the classification changes to a S-2
- No Fire Suppression Required
- No exterior rating required
- Hangar used for storage and light maintenance

ILLUSTRATION THREE



- No fire suppression required
- Classified as a S-2
- Two hour Firewall required on hangar less than 30' from lot line
- Hangar usage limited to storage only
- If welding, torch work, painting or heavy repairs are conducted the classification changes to an H
- Fire Suppression system would be required
- Exterior wall shall be a 3 hour firewall

ILLUSTRATION FOUR



- Hangar A would not require fire suppression.
- Hangar A would not require the exterior wall to be rated.
- Hangar A would be classified as an S-1.
- Hangar B would require a fire suppression system in the office space only.
- The hangar area of Hangar B would be classified as a S-2, the office would be classified as a B.
- A 2-hour fire barrier would be required between the S-2 and B occupancies.
- The exterior wall would need to be a 2-hour firewall

ILLUSTRATION FIVE

