



# PUBLIC NOTICE

January 5, 2021

## **Modifications to DRBA Airports' Schedule of Fees and Charges**

A Schedule of Fees and Charges are adopted for each airport operated by the Delaware River and Bay Authority (DRBA) that establish predetermined rates for various operations at each facility. The DRBA is recommending several changes to the airport fee structure(s) at its Millville Airport, Cape May Airport, Delaware Airpark Airport and the Dover Civil Air Terminal regarding the growth in aircraft size and wingspan, upgrades at the airports, clarification of t-hangar rates, and updates to our ramp parking fees. The proposed changes will be presented to the DRBA Commission at the February 2021 Board meeting.

Comments on these revisions may be emailed to [airports@drba.net](mailto:airports@drba.net) by February 4, 2021.

## CIVIL AIR TERMINAL

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### Overview of revisions

SECTION	REVISION
1(b)	Changes to include the TSA
1(c)(1)	Revised landing fee structure by aircraft group
1(c)(3)	Revised daily parking fee to \$25
1(c)(5)	Addition of FBO ground-handling fees associated with contracted services

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## CIVIL AIR TERMINAL

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### SCHEDULE OF FEES AND CHARGES

April, 2021

The following schedule of fees and charges for the use or uses of the Civil Air Terminal:

#### 1. AIRCRAFT OPERATIONS

- (a) **Removal of wrecked or damaged aircraft in any movement area.** Disabled aircraft that cannot be taxied or towed from any movement area of the airport (runways and taxiways) shall be removed as expeditiously as possible. It shall be the responsibility of the aircraft operator to remove the disabled aircraft from the movement area. The staff of the airport or a company contracted by the airport may remove the disabled aircraft. The fee for such removal shall be no less than two hundred fifty dollars (\$250.00) for a single engine aircraft and five hundred dollars (\$500.00) for aircraft with more than one engine or the actual cost of removal, whichever is greater. The aircraft owner/operator is responsible for any and all damages incurred during the removal of the aircraft from any movement area by the Delaware River & Bay Authority and/or any agency under contract by the Delaware River & Bay Authority for aircraft removal.
- (b) **Terminal use fee:** the use of the Terminal Building is provided by the airport for the use of scheduled, nonscheduled and charter airlines. Such uses are normally covered in a lease or other operating agreement. For one-time or short-term use in the absence of such an agreement, the terminal use shall be:
1. The operator or their representative for the scheduled, non-scheduled or charter airline shall arrange for by contact or provide their own passenger screening equipment and personnel in keeping with the Federal Aviation Administration and Transportation Security Administration regulations. There will be a terminal

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## CIVIL AIR TERMINAL

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use fee of \$2.50 per passenger.

- (c) **Aircraft operations.** (For fee purposes, an operation shall consist of an arrival and a departure.)

- (1) Normal business hours (Monday – Friday 8:00 AM to 5:00 PM; excluding holidays)

Group 1 Aircraft	\$75.00
Group 2 Aircraft	\$125.00
Group 3 Aircraft	\$300.00
Group 4 Aircraft	\$600.00

- (2) Other than normal business hours – additional \$50.00 premium fee per landing.
- (3) Aircraft parking fee in addition to landing fee and other than those aircraft associated with the NASCAR race events and parked for more than three (3) hours within a twenty-four (24) hour period shall be charged Twenty-five dollars (\$25.00) per 24 hour period.
- (4) The Authority contracts aircraft fueling and ground-handling services with a Fixed-base Operator (FBO). FBO fees for services must be provided to the Authority for review as part of the contract

- (d) **Fuel flowage fee.** Aviation fuel delivered to the fuel storage facilities on the airport shall be subject to the following fuel flowage fee:

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## CIVIL AIR TERMINAL

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- (1) Fixed-base operators - Fifteen cents (\$0.15) per gallon.

### 2. VEHICLE OPERATIONS AND MASS VEHICLE STORAGE:

- (a) **Vehicle storage in authorized areas.** Short-term parking in public lots provided by the Civil Air Terminal shall be free (limited space available)
- (b) **Long-term parking is defined as any vehicle parking for a period that extends over 24 hours.** Any person that intends to do so must receive prior permission from Airport Management, fill out a vehicle ownership/contact form, and is subject to any fee and agreements as stated in a separate parking contract with the Delaware River and Bay Authority. Failure to do so will be considered a violation of Section 3.06 of the Airport Rules and Regulations and the vehicle will be subject to towing at the owner's expense.
- (c) **Removal of wrecked, damaged or abandoned vehicles from the airport,** Disabled or abandoned vehicles that cannot be moved under their own power shall be removed in accordance with the Delaware River & Bay Authority Police Department.  
*Towing policy.* The vehicle owner is responsible for any and all damages incurred during the removal of any wrecked, damaged, or abandoned vehicles from airport property by the Delaware River & Bay Authority and/or any agency under contract with the Delaware River & Bay Authority for vehicle removal. The charge for such removal shall be seventy-five dollars (\$75.00), or the actual cost of removal, whichever is higher, plus a twelve dollar (\$12.00) per car per day storage fee.
- (d) **Rental car concessionaires.** Any rental car agency intending to conduct business at the Dover Civil Air Terminal must agree to the most current rental concessionaire agreement, terms and associated fees.

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## CIVIL AIR TERMINAL

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### 3. SPECIAL EVENTS:

The terminal ramp and the terminal may be used for special events with the prior permission of the Airport Management. Such special events must be compatible with the use of the land and facilities of the Civil Air Terminal and in accordance with the current Joint-Use Agreement with the United States Air Force, and must not, in any way, interfere with aircraft operations. Fees for special events may be set by contract with the Delaware River & Bay Authority or as established by Airport Management based on a reasonable estimate of the costs to be incurred by Airport Management to support the special event operation.

### 4. BILLING AND PAYMENT PROCEDURES:

- (a) **Billing.** Monies due to the airport for agreement and special event activities and uses in this section shall normally be billed by the airport on a monthly basis and due within thirty (30) days of the invoice date, unless agreed upon by both parties. Remittance shall be made to:

Delaware River and Bay Authority  
P.O. Box 62952  
Baltimore, MD 21264-2952

- (b) **Payment.** Payment of landing fees and other aircraft operational charges shall be due at the time of landing by check or facility accepted major credit cards.