

Longville Municipal Airport Hangar Site Assignment Procedure

Requests for hangar sites at the Longville Municipal Airport are accepted as either Confirmed or Unconfirmed. A Confirmed Request is one in which the Hangar Construction Permit Fee is paid at the time the request is made. An Unconfirmed Request does not include payment of the Hangar Construction Permit Fee at the time the request is made. Sequential lists will be maintained for each type of request and applicants will be assigned the lowest available priority number. Confirmed Request numbers will be assigned at the time of fee payment. Unconfirmed Request numbers will be assigned at the time the request is received.

Whenever a hangar site becomes available at the Longville Municipal Airport it will be released on a priority basis whereby all Confirmed Requests, beginning with the lowest number, will be given right of first refusal. If the site remains available after being offered to all Confirmed Requests applicants it will then be offered to the Unconfirmed Request applicants beginning with the lowest number.

Notice will be by phone contact or by registered mail to the address stated on the Hangar Site Request Application, applicant shall have 10 (ten) days from date of phone contact, or postmark of registered mail, to respond. Lack of response shall be considered a decline of the available site.

Any applicant who declines an available site shall maintain their original priority number.

Any Confirmed Request applicant may withdraw their name from the list at any time prior to acceptance of any offered site and in the event that they do so they shall be refunded the full amount of their Hangar Construction Permit Fee.

Any Unconfirmed Request applicant may withdraw their name from the list at any time.

Priority numbers on either list are Non-Transferable.

Unconfirmed Request applicants are required to pay the Hangar Construction Permit Fee within 30 (thirty) days of their acceptance of any available hangar site. Failure to pay the Hangar Construction Permit Fee within these 30 days will result in the applicant's name being removed from the list and the site shall then be offered to the next lowest priority number.

Hangar plans must be submitted within 90 (ninety) days of acceptance of site, failure to submit plans within this 90 (ninety) day period will result in forfeiture of the site, forfeiture of the applicants Hangar Construction Permit Fee, and removal of the applicants name from the list. The hangar site shall then be offered to the then lowest priority number.

Hangar construction must begin within 1 (one) year of acceptance of site, failure to begin construction within 1 (one) year will result in forfeiture of the site, forfeiture of the applicants Hangar Construction Permit Fee, and removal of the applicants name from the list. The hangar site shall then be offered to the then lowest priority number.

The City of Longville reserves the right to conduct background checks of applicants.

I understand and agree to all of the above;

Signed _____ Date _____

Print name _____