PROPERTY OWNERS ASSOCIATION
CHESAPEAKE RANCH ESTATES
BOARD OF DIRECTORS

Policy & Procedure	**Orig.**	**05-09-90**
MEMO #9	Rev.	02-07-96
	Rev.	06-16-99
	Rev.	07-10-01
	Rev.	08-17-02
	Rev.	08-19-06
	Rev.	05-08-13
	Rev.	11-21-15
	Rev.	06-17-17
	Rev.	08-15-2020

MD-50 Airport Policy and Procedures

Table of Contents | Page

A. Policy:

1. The Chesapeake Ranch Airport, designated as MD-50, is licensed as a private, non-commercial airport by the Federal Aviation Administration (FAA) and the Maryland Aviation Administration (MAA). It operates within Restricted Airspace 4007 and the Class D airspace according to the terms of a written agreement with the U.S. Naval Air Station, Patuxent River.
2. POACRE members-in-good-standing, associate members, tenants, or guests may use the airport provided they agree <u>not</u> to hold POACRE liable for damages or injuries that they may incur by such use. Members, associate members, and tenants need to have a signed user contract agreement (see Enclosure (1)), have current aircraft liability insurance required by the MAA, and paid all member and airport fees. (See Article II, Section 4, of the POACRE By-laws for the definition of a "member in-good-standing," and Article IV, Sections 3, 4, and 5 of these By-laws for the definitions, respectively, of "associate members," "tenants," and "guests.")
3. The runway and the adjoining common property are reserved for use of aircraft and aviation sanctioned activities only, including aircraft transit by members and their guests.
4. A user of the airport is defined as a CRE member, tenant, guest or property owner who uses the airport in any matter to engage in the flying, taxing, renting a hangar, or parking of an airplane /aviation related vehicle, to include trailers, and is allowed to be on the airport by the Rules and Regulations of CRE. A guest user is someone using the airport for less than 30 days by invitation of a member-in-good standing.

B. Fees: To make the airport self-supporting to the extent possible, the Property Owners Association of the Chesapeake Ranch Estates (POACRE) Board of Directors (BOD) will establish an annual airport Maintenance and Operations (M&O) fee for pilots and other users of the airport, to be billed by POACRE.

1. Fees will be established to provide funds for the operation and maintenance of the airport (MD-50), including long-term capital reserve expenses (such as sealing the runway, repaving the runway, etc.), excluding work performed by CRE personnel for facility and capital improvements, road repair, and drainage.
2. The lots designated as airport lots are:
   > 10R, 11R, 12R, 89R, 91RR, 115R, 116R, 117R, 118, 119, 120, 123R, 124, 125R, 141RR, 143R, 144R, 146RA, 200R, 214R, 215R, 217, 218, 218R, 219, 220R, 222, 223-R, 225, 226R, 227, 227R, 228, 230R, and 241.
   >
   > Note: Lot values are directly related to the condition of the airport
3. Financial operation of the airport will be identified in POACRE's financial records as a separate line item of the budget, and all funds collected will be deposited in a separate POACRE account specifically designated for the airport.
4. All users (as defined above) of the airport will complete and submit, with appropriate fees, an airport access/contract agreement (see Enclosure 1).

C. Airport Operations:
1. A Letter of Agreement (LOA) is always in effect with Patuxent Naval Air Station for operations at MD-50. The current LOA is attached to this P&P for reference as Enclosure (2).
2. Some of the information in the LOA is repeated in a detailed pilot brief covering arrival, departure, and other operating procedures detailed in Enclosure (3).

D. Aircraft Parking: Limited tie downs are available on the field for guests and POACRE members who do not live around the airport. There are no fees for guest parking. Some rope for tying down an aircraft is available from the Airport Manager on prior request. Aircraft parked outside overnight MUST be securely tied down. There are no fees for this parking. The unmarked area for helo/medevac operations is north of the east end of the paved runway, approximately 100 yards east of the lighted windsock: **DO NOT PARK FIXED-WING AIRCRAFT IN THIS AREA.**

E. Golf Carts: Golf carts must have an airport signal flag attached and not operate closer than 50 feet from the runway unless directly crossing the runway. The golf-cart operator must have a valid driver's license.

F. Vehicle Parking: Vehicle parking on the airport common property is prohibited. For long-term parking, vehicles must be parked in the parking lot at the airport entrance or designated areas around the airport. Any automobile traffic on the field is limited to driving along the perimeter of the airport.

G. Winter Operations: Landing and taxiing aircraft in the grassy areas during   the months of December through March can cause significant ruts. Therefore, pilots are requested to minimize aircraft traffic on the grass during these months. In case of extreme wetness or snow, the Airport Manager may restrict aircraft traffic and movement on some areas of the airport by raising a yellow (caution) or a red (no flying/taxiing) flag by the windsock.

H. Mandatory Safety Meetings: All pilots and users of the airport must attend at least one safety meeting per year scheduled and/or sanctioned by the Airport Committee, or they will not be allowed to use the airport. Safety meetings, which will include the EAA VMC meetings usually held monthly at St. Mary's Airport, are scheduled periodically and provide ample opportunity for pilots to attend at least one safety meeting per year. Pilots and users of the airport are encouraged to participate in as many of the meetings as possible. Attendance at meetings will be taken and tracked; delinquent members will be notified at least two months prior to the end of the year.

I. Facilities: No fuel is for sale at the airport. A wash rack, along with an emergency fire extinguisher, are the only facilities available on the airport.

J. Airport Emergency Plan: The airport emergency plan will be updated annually. All users of the airport must be familiar with the airport emergency plan.

K. Guests:
1. Guests may park their aircraft in designated grassy areas well clear of the paved runway and the grass taxiways; the aircraft must not block access to the hangars and homes of members living immediately adjacent to the airport common property.
2. Aircraft parked outside overnight must be properly secured with tiedowns.
3. Guest aircraft may remain parked at the airport for a maximum of 30 days, unless otherwise authorized by the Airport Manager.

L. Obstructions:
1. No person shall change the topography, or install or place any structure, item, or device on the airport common property without the approval of the Airport Manager and the POACRE General Manager.
2. No person shall erect any pole, structure, or other obstructions in the approach zones at either end of the runway. These zones are surveyed biannually for obstructions, including trees, by MAA inspectors.

M. Model Aircraft/Drone Operations: Model aircraft, which includes drones, are strictly prohibited on the airport by the POACRE Rules & Regulations (Section Q.2.b). Any drone operations must be coordinated with the Airport Manager, and must include a waiver of the Rules and Regulations from POACRE Board of Directors and clearance from Pax ATC. All drone operations will be conducted in accordance with FAA guidelines (see FAA website at faadronezone.faa.gov).

N. Trailers: Aviation related, enclosed trailers may be parked on airport property with the permission of the POACRE General Manager and Airport Manager in areas designated for such trailer parking (see Section A.6.g of Rules & Regulations). Such trailers can be used for supporting a member's airplane if the airplane is tied down on the airfield. Trailers that have aviation vehicle(s), such as gliders and ultralights, may also be stored on the airport field. If the trailer becomes a problem, is not maintained, or used for a purpose other than aviation, it shall be removed from the airport property.

O. Unsafe Operations: The Airport Manager, in concert with the Airport Committee, has the authority to guard against any unsafe operations, and to advise the POACRE General Manager to order these operations to stop. If the Airport Manager observes any actions to be unsafe, or observes operations contrary to the Federal Aviation Regulations, or that are detrimental to the airport, it shall be the Airport Manager's duty to cause such operations to stop immediately and notify the POACRE General Manager. The POACRE Board of Directors may convene to address any issues.

P. Violations: Violation of one or more provisions of the Airport Rules and Regulations and this P&P may result in the offending party's loss of airport access, use privileges, and/or the removal of the offending party's aircraft and associated equipment from the airport common property, subject to the provisions of POACRE Rules and Regulations.

Enclosure (1)   **PROPERTY OWNERS ASSOCIATION**
CHESAPEAKE RANCH ESTATES, INC.
395 CLUBHOUSE DRIVE
LUSBY, MARYLAND 20657
410-326-3182
MD50 AIRPORT ACCESS AND USER CONTRACT

I HAVE READ AND AGREE TO THE ATTACHED MD-50 Airport Rules and Regulations and P&P Memo #9 dated 08-15-2020. I fully understand the terms by which I must operate any aircraft on the MD-50 airport or that pertain to me and my guests having access to the airport. I approve the forfeiture of my rights to use the airport if I do not comply with the terms of Airport Rules and Regulations or P&P Memo #9. I agree to pay all required fees and improvement expenses. I understand that these fees and expenses are non-refundable.

Member's Name: _____

Contract Number/CRE Lot Number/Tenant/Associate Member Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email address: _____

Preferred method of contact: Phone: _____ Email: _____

Member's Signature: _____ Date: _____

Take the above contract to the POACRE Administration Office or mail it to the address at the top of the page, with payment.

FOR OFFICE USE ONLY:

Name Admin. Personnel: _____ Total Fee Amount: _____

Fee Schedule:
    I.   Airport M&O User Fee: $450/year + Annual HOA Membership Fees
    II.   Or Airport Tenant M&O Fee: $450/year + Annual HOA Tenant Fee
    III.   Or Rental Non-Flying Landlord /Hangar Airport M&O User Fee: $450/year

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Enclosure (1)
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Letter of Agreement Between MD50 Airport and Patuxent Naval Air Station (Enclosure 2)

DEPARTMENT OF THE NAVY
NAVAL AIR STATION
22268 CEDAR POINT ROAD
PATUXENT RIVER MD 20670-1154

NASPAXR
3770
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LETTER OF AGREEMENT
BETWEEN
COMMANDING OFFICER, NAVAL AIR STATION PATUXENT RIVER
AND
AIRPORT MANAGER, CHESAPEAKE RANCH AIRPORT, LUSBY, MD

Subj: COORDINATING AIR TRAFFIC CONTROL SERVICES AT CHESAPEAKE RANCH AIRPORT

Ref: (a) FAAO JO 7400.10 Special Use Airspace

Encl: (1) R-4007 Airspace Depiction and Chesapeake Ranch Airport VFR Approach/Departure Airspace

1. <u>Purpose</u>. This Letter of Agreement (LOA) prescribes procedures to be used to operate aircraft to and from Chesapeake Ranch Airport (MD50), Lusby, Maryland.

2. <u>Cancellation</u>. The Letter of Authorization between Naval Air Station (NAS) Patuxent River Air Traffic Control Facility and Chesapeake Ranch Airport dated November 1, 2015.

3. <u>Scope</u>. This LOA applies to NAS Patuxent River Air Traffic Control Facility and Chesapeake Ranch Airport.

4. <u>Responsibilities</u>.

   a. The Commanding Officer, NAS Patuxent River and Airport Manager, Chesapeake Ranch Airport, shall ensure that personnel under their jurisdiction are familiar with and operate in accordance with the contents of this LOA.

   b. The Chesapeake Ranch Airport Manager is responsible for ensuring all the pilots operating from Chesapeake Ranch Airport are properly briefed on restrictions imposed by this agreement. The Airport Manager is also responsible for briefing pilots on the importance of checking NOTAMS prior to entering or exiting R-4007.

   c. The Pilot in Command is responsible for checking NOTAMS prior to entering or exiting R-4007.

5. Procedures.

    a. The following shall apply during the hours that NAS Patuxent River Tower is operating:

    (1) All VFR flight operations conducted within R-4007/Class D airspace shall be at or below 1,000 feet mean sea level (MSL) and coordinated with Patuxent Tower on 123.7 or by phone 301-342-3740.

    (2) During Patuxent Tower operating hours, weather minimums for VFR flight in Class D airspace shall be in effect for flight operations at Chesapeake Ranch Airport. Weather minimums for flight in Class E airspace shall be in effect for transit through R-4007 airspace. Outside of Patuxent Tower operating hours, Chesapeake Ranch Airport departure and arrivals will adhere to the FAA rules regarding Class E airspace and VFR minimums.

    (3) Extreme caution should be exercised while transitioning through the designated VFR corridors as these corridors run adjacent to and in some cases overlap other Restricted Areas.

    (4) Unless coordinated with Patuxent Tower, Chesapeake Ranch Airport departures and arrivals will transit within an airspace between 315 and 045 magnetic as shown in Enclosure (1). If R-4007 is active and exclusive, Patuxent Tower will instruct the departing aircraft to remain on deck, approaching aircraft to remain clear, and will advise when approval to transit can be given.

    (5) The Airport Manager at Chesapeake Ranch Airport shall give full cooperation to NAS Patuxent River in obtaining compliance with the provisions of this letter and in identifying and locating any violator(s) of this agreement.

    b. The high volume of manned and unmanned fixed wing and helicopter aircraft operating at NAS Patuxent River, Outlying Field Webster and within the confines of R-4005 and R-4007 mandates strict adherence to the above procedures.

6. Other Provisions.

    a. Any disputes shall be mutually resolved between both parties.

    b. All parties must conduct an annual review of this agreement to evaluate its effectiveness and determine the need for continuation or modification.

    c. The Commanding Officer, Naval Air Station, Patuxent River reserves the authority to terminate this agreement for military necessity.

2

Subj: COORDINATING AIR TRAFFIC CONTROL SERVICES AT CHESAPEAKE
        RANCH AIRPORT

7. Point of Contact:

Bernard Wunder
Airport Manager
Chesapeake Ranch Airport, MD
12112 Doubletree Lane
Lusby, MD 20657
(410) 326-0073 (h) or (443)624-5548 (c)

8. Effective Date: This LOA is effective upon the fixation of all signatures.
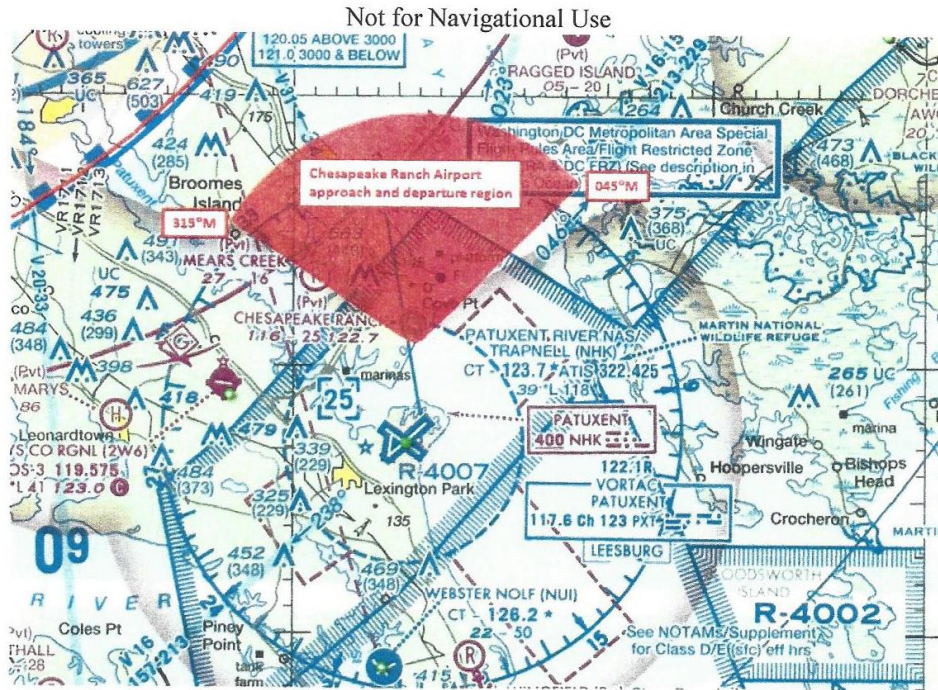
9. Signatories:

B. WUNDER   C. A. COX
Airport Manager   Captain, U.S. Navy
Chesapeake Ranch Airport   Commanding Officer
                                    NAS Patuxent River

R-4007 Airspace Depiction and Chesapeake Ranch Airport VFR Approach/Departure Airspace

Not for Navigational Use

Restricted Area	Boundaries	Designated altitudes	Time of designation
R-4007	Beginning point: lat. 38°21'00" N., long. 76°13'59" W.; to lat. 38°11'10" N., long. 76°25'09" W.; to lat. 38°05'10" N., long. 76°34'04" W.; to lat. 38°15'00" N., long. 76°36'34" W.; to lat. 38°17'25" N., long. 76°32'59" W.; to lat. 38°25'40" N., long. 76°23'34" W.; to the point of beginning.	Surface to 4,999 feet AGL	0700-2300 local time, daily; other times as specified by NOTAM

Enclosure (1)

P&P

Pilot Brief (Enclosure 3)

The following sections are a compilation of rules and procedures pertaining to the Chesapeake Ranch Airport (MD-50).

1. **LOCATION:** Latitude 038 deg 21' 40" North; Longitude 076 deg 24' 28" West. 4 NM north of NAS Patuxent River (NHK). Elevation: 120 feet MSL. Find airport in Washington Sectional and Terminal Area Charts.

2. **COMMUNICATIONS:** CTAF: 122.7 (uncontrolled); Pax Tower: 123.7; 2W6 (St. Mary's) AWOS: 119.575.

3. **RUNWAYS:** 13-31, 2500 feet X 50 feet of paved asphalt, lighted (5 clicks on 122.7 for lights) with no overruns. Parallel grass taxiway on both sides of paved runway. The grass taxiway on the north side is 1800 feet X 100 feet, consisting of firm, mowed sod.

4. **PATTERN:** 1000 FT MSL. Standard left-hand patterns on all runways. Broadcast position and intentions blind on 122.7. During Patuxent Tower operating hours, weather minimums for VFR flight in Class D airspace shall be in effect for flight operations at Chesapeake Ranch Airport. Weather minimums for flight in Class E airspace shall be in effect for transit through R-4007 airspace. Outside of Patuxent Tower operating hours, Chesapeake Ranch Airport departure and arrivals will adhere to the FAA rules regarding Class E airspace and VFR minimums.

5. **ARRIVAL:** Contact Patuxent Approach Control (120.05 from West or 127.95 from East) or call 301-342-3740 before penetrating R-4007 if not flying the VFR corridor to MD-50. Contact Patuxent Tower (123.7) or call 301-342-3740 prior to entering Class D/R-4007 airspace if flying the VFR corridor. Unless coordinated with Patuxent Tower, MD50 departures and arrivals will transit within an airspace between 315 and 045 magnetic to the north. If R-4007 is active and exclusive, Patuxent Tower will instruct the departing aircraft to remain on deck, approaching aircraft to remain clear, and will advise when approval to transit can be given. First-time night landings are prohibited by pilots who are unfamiliar with the airport at night unless coordinated with the Airport Manager. Caution: Deer and pedestrian activity may be on or near the airport. Additional arrival considerations include:

   a. Plan your pattern to arrive near enough to the runway to observe the airport windsock before confirming your downwind leg and scan the runway environment. Your radio call can announce upwind or downwind as you may not have the necessary landing information until you observe the windsock. This procedure also helps announce your presence to those on the ground. Remember, there are often people walking on the airport grounds.

   b. Ensure that mowing or security-patrol vehicles are pointing away, or moving away, from the runway as acknowledgement they are aware of arriving traffic. Always execute a go-around for pedestrians or vehicles on or near the runway.

   c. Use landing lights for arrival (if you have them)

d.   **STRAIGHT-IN APPROACHES ARE NOT RECOMMENDED**; however, if a straight-in approach is used, you must comply with the guidance in the AIM.

e.   Activate runway lights using five clicks (day or night)

f.   Runway Markers: Two types of markers have been installed on our runways to assist pilots in determining their touchdown point during landing. There are yellow-marker boards 650 feet from each end of the runway on each side. These yellow-marker boards are four feet wide and one foot high and mounted on PVC pipe. The approach or landing side of the marker located 650 feet down the runway has a green square in the center. The "roll-out" marker 650 feet from the far end of the runway has a red square in the center indicating that you have little runway remaining to either stop or execute a go-around. Additionally, 10-foot by 10-foot white markers are painted on the surface of the runway on each side at the mid-point, indicating that you have approximately 1250 feet of runway in front of you and 1250 feet behind you. If you are not firmly on the runway with all three gears at this point, you may be in extremely serious trouble. All actions at this point would be emergency actions—**YOU MUST EITHER STOP OR EXECUTE A GO-AROUND**.

Although each pilot should know their own airplane and limitations, upon landing, if you have not completed your round-out by the time you reach the yellow marker you have only 1800 feet of runway remaining and should consider executing an immediate balked landing or a go-around. On roll-out, if your airplane is not slowing to a stop by the time you see the yellow marker with the red center, you should consider action to alleviate the emergency situation. When landing on runway 13, if you cannot execute a go-around, you should consider departing the runway to the left, planning to impact the heavy brush lining the airport property toward the small shed. Do not depart the runway to the right or proceed straight ahead, which will take you down a steep incline and across the road. If landing long on runway 31, the choices are limited. Departing the runway straight ahead will take you down a steep incline across stumps. A departure to the left will take the aircraft into heavy tress, while a departure to the right leads to a line of trees or to a house down the hill.

Flying your approach on speed on your personal and proven glide path is the best way to avoid landing emergencies. **IF IT DOES NOT LOOK GOOD—-GO AROUND.**

6. **DEPARTURE:** Contact Patuxent tower (123.7) or call Patuxent ATC at 301-342-3740 prior to takeoff to ensure that there are no NOTAMS in effect to restrict flight, and tell them your intentions for departure. Broadcast intentions on CTAF 122.7 prior to departure. Unless coordinated with Patuxent Tower, MD50 departures and arrivals will transit within an airspace between 315 and 045 magnetic to the north. If R-4007 is active and exclusive, Patuxent Tower will instruct the departing aircraft to remain on deck, approaching aircraft to remain clear, and will advise when approval to transit can be given. Additional departure considerations include:

a.   If radio setup allows, monitor 122.7 while checking in with Pax tower so as not to

miss a call from an arriving aircraft.

b.   Perform run up and other pre-departure checklists in areas described in Figure 1. Avoid delays on the runway and at the departure ends, specifically engine run up. This will minimize your exposure to areas with obstructed sight lines to arriving traffic.
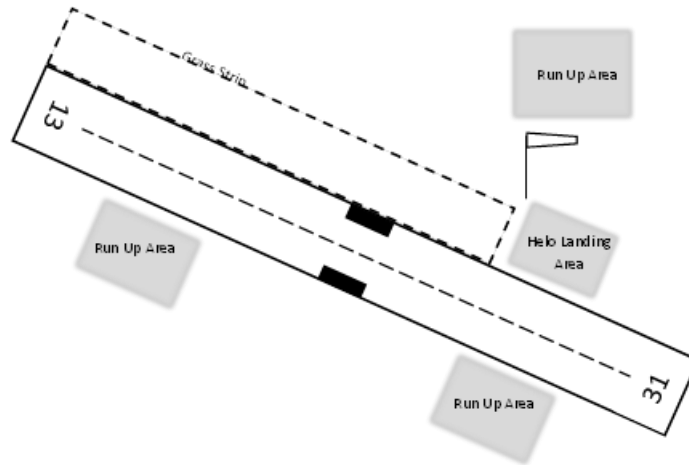

Figure 1

c.   Use landing lights for departure (if you have them).

d.   If it becomes absolutely necessary to do an engine run up on the runway, do so at an angle that allows you a clear view of the base and final areas of the runway so you can detect other aircraft operations.

e.   When remaining in the pattern, if radio set up allows, monitor Pax tower. If you cannot monitor Pax tower continuously because you have only one radio, then coordinate occasionally with Pax tower by switching briefly to check in with them.