

OPERATING DIRECTIVE

Aviation Authority

Number: D330.00.02

Effective: 10/15/90

Revised: 03/27/24

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Subject: Non-Commercial Preventative
Maintenance and Major Repair of
Aircraft at General Aviation Airports

PURPOSE: To establish procedures for non-commercial preventative maintenance and major repair of aircraft conducted by based aircraft tenants at the general aviation airports. For the purpose of this Operating Directive, the general aviation airports, Peter O. Knight, Plant City, and Tampa Executive, will be referred to collectively as Airports.

GENERAL:

- A. Preventative maintenance will be permitted in hangars, tie-down areas or ramps leased by the owner of the aircraft without issuance of a permit under the below listed procedures. Preventative maintenance as defined by the FAA is limited to the following:
1. Title 14 CFR Part 43, Maintenance, Preventative Maintenance, Rebuilding and Alteration, Appendix A(c).
 2. Simple or minor preservation operations.
 3. The replacement of small standard parts not involving complex assembly operations.
- B. Major alterations or repairs of aircraft will be permitted in hangars, tie-down areas or ramps leased by the owner of the aircraft with the issuance of a Special Use Permit under the below listed procedures. Major alterations or repairs of aircraft as defined by the FAA include the following:
1. Title 14 CFR Part 43, Maintenance, Preventative Maintenance, Rebuilding and Alterations, Appendix A (a) and (b).
 2. The inspection, overhaul, repair, preservation and the replacement of parts.
 3. Airframe, power plant, propeller, and appliance major alterations or repairs.

PROCEDURES:

- A. Preventative Maintenance:

No permit is required for preventative maintenance under the following conditions:

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1. The owner must perform all work. The owner may enlist assistance, provided the assistance acquired is not from a commercial source.
2. For clarification on whether the intended maintenance work is preventative maintenance, the owner should refer to the applicable FAA regulations (FARs) or contact the Vice President of General Aviation or designee.
3. Any disagreement on interpretation of FARs will be referred to the FAA Flight Standards District Office for resolution.

B. Major Alterations or Repair:

A Special Use Permit is required for major alterations or repairs under the following guidelines:

1. To obtain a Special Use Permit for aircraft maintenance at the Airports, the owner must request a Special Use Permit under the guidelines of Operating Directive D330.00.09 – Special Use Permits at General Aviation Airports.
2. The owner must perform all work. The owner may enlist assistance, provided the assistance acquired is not from a commercial source.
3. For clarification on whether the intended alteration or repair work is major, the owner should refer to the applicable FARs or contact the Vice President of General Aviation or designee.
4. Any disagreement on interpretation of FARs will be referred to the FAA Flight Standards District Office for resolution.
5. Special Use Permits are also required for major repairs to experimental, amateur built, or other aircraft on a case by case basis.
6. No aircraft or aircraft component may be suspended or lifted utilizing the building or any component of the building.

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7. Specific types and minimum amounts of insurance coverage will be determined on a case by case basis by the Authority's Enterprise Risk Management after a review and evaluation of the proposed activity is completed.

APPROVED: Michael Stephens

DATE: 3/27/24