

OCALA INTERNATIONAL AIRPORT

DEVELOPMENT STANDARDS



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SECTION I Introduction and Land Uses

A. Introduction

These standards have been developed to facilitate the short-term and long-term goals for future development of the Ocala International Airport. These Standards are to identify specific requirements of the Ocala International Airport/Landlord, which are distinctly different than what is required from the City of Ocala Growth Management Department as a permitting agency. These goals are varied but include: 1) ensuring a high quality of design; 2) promote design consistency throughout the development; and 3) protect the long-term values of the development. It is the Purpose of these standards to compliment the Ocala International Airport Master Plan by unifying the Airport Master Plan concepts during the implementation phases of the aviation and non-aviation related land use developments.

The manual will serve as the structure for controlling development performance and aesthetic standards. These standards are to be strictly adhered to and do not alleviate the developer from other necessary regulatory responsibilities. These standards have been written with flexibility to allow for a wide range of land use categories, adoption for a wide variety of site sizes, locations and infrastructure improvements.

The manual will afford the City of Ocala control over the development of the Airport to assure the long-term integrity of the development. Further objectives of these standards include:

- Promote measures that will assure airport safety and security are properly addressed.
- Promote efficient use of land to minimize environmental impacts.
- Assure compatibility of the development proposed by the various uses.
- Designate and maintain appropriate corridors for utilities, public access to various airport facilities and controlled airside access (if available).
- Provide adequate separation between buildings and public right-of-ways.
- Provide ample off street parking with appropriate landscaping to screen vehicle and equipment storage.
- Minimize possible conflicts with applicable regulations of the Federal Aviation Administration, Florida Department of Transportation, City of Ocala, and the various other agencies having jurisdiction.

Where during the implementation of these standards a conflict arises between these standards and any ordinance of the City of Ocala, the provision of City of Ocala ordinances shall prevail.

Requests for information and assistance regarding these development standards and the application of these objectives to the proposed development should be directed to:

Airport Director
Ocala International Airport
1770 SW 60th Ave.
Ocala, FL 34474

B. Land Uses

1. General

All developers/owners leasing property within the Airport must have, prior to placing any parcel of land into use, written authorization from the City of Ocala through its Airport Leasing Inquiry Form.

No use of the land shall be permitted which is offensive by reason of odor, fumes, dust, smoke, noise, or pollution, or which is injurious to a building or person on the land or on neighboring property or which is in violation of any governmental statutes or regulations.

2. Specific Uses

Ocala International Airport encompasses approximately 1,500 acres of land dedicated to a variety of aviation and non-aviation related land uses. These land uses include:

Aviation Sites. These sites offer development opportunities for a variety of aviation related uses, and are located in proximity to the established aircraft operational areas.

Industrial Sites. The non-aviation related industrial sites for development. Allowable uses for the development of this property include zoning classifications M-2, as

defined in accordance with Article V of the City of Ocala Zoning Code.

Commercial Sites. The non-aviation related commercial sites identified for development. Allowable uses for the development of this property include zoning classification B-2 and B-2A, as defined in accordance with Article V of the City of Ocala Zoning Code, with the exception that any residential use shall not be permitted.

The implementation of land use controls associated with the development of Airport property shall be in conformance with the Land Development Code of the City of Ocala. However, various uses that may be permitted under the Land Development Code have been determined to be incompatible with Airport Operations. Those incompatible land uses include, but are not limited to:

- Schools (other than aviation related training schools)
- Day Care centers
- Hospitals
- Nursing homes
- Single and multi-family residential units
- Mobile Home Parks
- Churches
- Auditoriums
- Concert Halls

facilities, as well as lighting, building structures, landscaping and all alterations considered external to a building. This approval shall be in writing and shall become part of the file for each individual development. Although the City of Ocala shall not be responsible for monitoring or otherwise administering the actions of the various other jurisdictional agencies, copies of all permit applications and approvals shall be forwarded to the City.

SECTION II REVIEW PROCESS

A. Introduction

Development approval by the City of Ocala is required prior to the undertaking of any site improvements, construction or installation including clearing, grading, paving, signs, walls, fences, and drainage

B. Approval Process and Review Procedures

The approval process for all development at the Ocala International Airport shall proceed in accordance with the site plan review requirements established under Article IV of the City of Ocala Ordinances.

At least forty-five (45) days prior to submittal of a Site Plan by developer to the City pursuant to the requirements of Section 122-214 of Article IV of the City of Ocala Ordinances, the developer shall present the proposed Site Plan to the Airport Advisory Board for formal review and comment. The function of the Airport Advisory Board shall be as follows:

1. Evaluate all Site and Building Designs, based upon individual site and Tenant requirements, on adherence to aesthetic and performance quality standards defined in these standards and compatibility with the adjoining sites and common spaces.
2. Interpret the standards. If conflicts arise in meeting these standards, the Airport Advisory Board will review and evaluate the conditions, and make recommendations to the developer and/or City to resolve the conflicts.
3. Coordinate compatibility of all designs to maintain a unified character of common spaces such as stormwater management, landscape areas and development cores.
4. Make recommendations to update design standards as may be necessary in the future.

The City of Ocala reserves the right to modify the design and development

standards as may be required in the future to achieve the development goals.

Future additions and alterations to completed developments are subject to review and approval by the City of Ocala.

5. If applicable, apply for and obtain approval of the leasehold improvement by the Federal Aviation Administration by submitting a properly documented FAA Form 7460-1.

6. Apply to the City of Ocala for a building permit for the proposed improvement, alteration and/or renovation as required by City Code.

7. Within 60-days following substantial completion of the development, provide the City with “as built” documentation. Substantial completion shall be considered as the date of the Occupancy Permit issued by the City.

C. Required Minimum Documentation

In addition to the general and specific information required by the City for site plan review, the following information is required:

1. Dimensioned building floor plans and elevations, all faces (1/16" = 1' or 1/8" = 1'), showing the type, quality and color of all materials proposed. This drawing shall include the floor slab elevation and any item of permanent construction placed adjacent to or on top of the building.
2. If applicable, line of sight drawings evidencing a clear line of sight from the proposed location of the Air Traffic Control Tower cab over all leasehold development, including aircraft parking adjacent to the

development, to any aircraft operational area that may be impacted by the development.

3. Color scheme, layout and method of lighting for all exterior signage permanently attached to the building. If not shown on the building elevation, a separate drawing shall be submitted that shows the relationship between the proposed signage and the architecture of the building.

4. Color scheme, layout, location and method of lighting of all freestanding signs.

5. A color perspective rendering of the building and site entry sign, suitable for presentation.

6. Samples of all exterior material of the type, texture and color proposed should be submitted.

7. Submission of a Construction Safety and Phasing Plan (CSPP) to the FAA through Airport Operations may be required.

D. Miscellaneous Development Requirements

1. **Basis of Approval.** Review and approval will be based on standards set forth in this document, and the Ordinances of the City of Ocala. Plans will be reviewed not only for the quality of the specific proposal, but also for the development's effect and impact on its neighbors and on the general existing or planned surroundings. Evaluation will be made of spatial relationships among buildings and between buildings and other surrounding elements with the intent of minimizing detrimental visual impact.

The City's interest in reviewing development proposed on the Airport is to assure that a high quality of

compatible development is consistently achieved. When questions of judgment or interpretation arise, the decision of the City is final. All issues not covered specifically by these Standards will be resolved by the City on a case-by-case basis.

2. **General Security Requirements.** The developer shall design, construct and separate the development in a manner that assists the City of Ocala in controlling access between the airside and landside portions of the airport, if applicable. Security access points shall be designated on the site plan.

The operation of all ground equipment, mobile or stationary, required for construction, repair, or any other purpose within the limits of the airfield shall be reviewed and approved by the City.

All lessees operating within the active aircraft operations area (AOA) may be required to be badged by the City. Lessees shall be responsible for providing the required information to the Airport to obtain badges.

3. The generation of hazardous wastewater shall be prohibited unless adequate facilities are constructed and used for hazardous effluent storage (temporary and/or permanent), treatment and/or removal, and appropriate sludge disposal methods are used in accordance with the rules and policies of the U.S. Environmental Protection Agency (US EPA), Florida Department of Environmental Protection (FDEP), and City of Ocala Department of Public Works.

Hazardous effluent shall be handled in accordance with US EPA and FDEP criteria.

4. Stormwater Management.

All stormwater management facilities shall be designed in accordance with the requirements of the City of Ocala and be compliant with the Ocala International Airport Master Stormwater Plan.

- 5. Source of Irrigation Water.** The source of irrigation water shall be provided by the public access re-use system owned by the City of Ocala.

**E. Operational Requirements
During Construction**

The operation of all ground equipment, mobile or stationery, required for construction, repair, or any other purpose within the limits of City property shall be governed as follows:

1. All equipment and materials when not in use or, about to be installed shall be stored on the leasehold or in a location approved for this purpose by the Airport Director. All equipment on the airside of any leasehold, whether or not it is in use, shall be properly marked with yellow, or orange and white checkered flags of a size not less than 2 feet square during the day and with amber electric flasher lights at night, or as otherwise instructed. No equipment shall be parked within 750 feet of the centerline of any runway or within 250 feet of the centerline of any taxiway, unless specifically authorized by the Airport Director. Equipment parked on the airfield area shall be kept to an absolute minimum and restricted to equipment actually used or needed for the work under progress.

2. Parking areas for Contractor equipment, supplies, materials and employee vehicles will be as established by the Airport Director or as indicated on the plans.
3. Contractor shall conform to the requirements of the Airport Director as to the placement, type and service of special barricades, obstruction and hazard marking and lighting devices used to identify danger areas.
4. Neither equipment nor personnel shall use any runway, taxiway or apron for the purpose of hauling materials or access to the work, unless approved by the Airport Director. Authorized equipment operating on any hard surface is limited to that equipment with pneumatic tires. Prior to use of any hard surface, permission shall be obtained from the Airport Director. All drivers shall be instructed to be alert for aircraft and to follow routes designated for vehicular traffic. All vehicles will be clearly marked to identify owner. No privately-owned vehicle will be operated on runways or taxiways.
5. Prior to initiation of operations which will require the crossing of any hard surface used by aircraft, the Contractor shall assure himself that a signalman, with visual or radio contact with the Air Traffic Control Tower (if applicable), or capable of monitoring air traffic, is on duty at the site of the crossing to regulate traffic. Moving aircraft have priority over all other traffic on the field. Only equipment equipped with pneumatic tires shall be allowed to cross paved areas. It shall be the responsibility of the Contractor to keep paved surfaces free of any material at all times that might drop from moving vehicles while crossing paved areas.

6. Hauling across Runway Protection Zones of any runway will not be permitted, unless authorized by the Airport Director.
7. Contractor must agree to permit only his bona fide employees and those of his subcontractors access during actual hours of work.

SECTION III SITE DEVELOPMENT STANDARDS

THE PURPOSE OF THESE SITE DEVELOPMENT STANDARDS, WHICH SET FORTH LOT REQUIREMENTS, BUFFERS, SITE LAYOUT, UTILITY, DRAINAGE, AND CIRCULATION REQUIREMENTS, IS TO ENSURE THE OVERALL SAFETY AND SECURITY OF THE OCALA INTERNATIONAL AIRPORT.

Furthermore, the intent of these standards is to produce a development which is aesthetically and environmentally pleasing, while protecting the values and interests of adjoining property owners.

A. Buildings

1. All buildings shall be set back from the airfield ramps, taxiways, and other areas used by aircraft in compliance with standards established by the FAA or as required by the City. All development shall conform to the dimensional requirements detailed on the Airport Layout Plan and Advisory Circular AC 150/5300 Airport Design.
2. Lot Line and Buildings Setback: Buildings shall be not less than 15' from lot lines, and not less than 30' from other buildings.

B. Parking

1. Sufficient parking shall be provided on the leasehold for each developer's employees, patrons and visitors. All parking areas and spaces shall be identified on the site plan.
2. Specific requirements are as follows:
 - a. No parking shall be permitted on or adjacent to streets or driveways, taxilanes or aprons not part of tenants leasehold. All parking areas shall be paved and marked.
 - b. Parking in areas between buildings and roads shall be acceptable if these are designated on the site plan as parking areas, are screened from roadways by landscaping and/or berms.

C. Landscaping and Irrigation

1. A landscape and irrigation plan shall be prepared and submitted to the Airport Advisory Board and City in accordance with these standards. All landscaping shall conform to the Airports Wildlife Hazard Mitigation Plan.
2. All landscaped and sodded areas shall be provided with 100% coverage by an automatic underground irrigation system. Sod and landscape areas shall be on separate zones.
3. Plant materials used in conformance with the provision of this section shall equal the standards of Florida #1, as given in "Grades and Standards for Nursery Plants" and other amendments thereto for the highest quality available.
4. Maintenance of all landscaping and irrigation systems shall be the responsibility of the developer. All landscaped and sodded areas will be maintained in accordance with the approved plan and maintenance will be enforced.

5. Landscaping items shall not be greater than 2.5 feet in height when located within the line of sight required to maintain adequate sight distance at all intersections, horizontal curves, driveways and pedestrian crossings to include taxilanes, aprons, etc.

6. Prohibited plantings include millet grass, oak trees, palm trees, or any other plant that creates nuts or berries that attract wildlife.

D. Site Grading

1. A grading and drainage plan for the leasehold development shall be submitted by the developer to the City for approval. The use of landscaped earth mounds and berms for screening in parking lot medians, roadway medians, parking setbacks and parking lot islands is encouraged but should take into account FAA wingtip clearances.

2. The developer shall conduct all grading operations to minimize the creation of dust and shall include measures in the leasehold development specifications to prevent or alleviate the possibility of a problem. In the event the creation of dust creates the potential for the obstruction or interference with aircraft operational areas, the Airport Director has the authority to limit grading operations or otherwise direct dust control operations.

3. Any excess soils shall be removed from Airport property as soon as practical.

E. Drainage and Storm Water Management

All leasehold development shall satisfy the drainage and retention and/or detention requirements Ocala International Airport Stormwater Masterplan, the City of Ocala,

the Florida Department of Environmental Protection and the Southwest Florida Water Management District.

Specific requirements for each leasehold area should be coordinated with each regulatory agency early in the development of site engineering. This coordination should include a conceptual drainage plan which outlines the impact of the proposed development.

F. Paving Requirements

The standard construction and material specifications of the City of Ocala shall be used for roadway, driveway and parking lots for all non-aviation related aircraft operational areas. Those standards prepared by the Federal Aviation Administration shall be used for aircraft operational areas.

All airfield pavement design shall conform to the relevant FAA Advisory Circulars for pavement design, using as the design aircraft the most critical aircraft proposed to be used over the life of the development.

G. Fencing and Gates

1. Airside: Security fencing shall comply with FAA specifications for chain link fence. The fence separating the airside and the landside shall be chain link not less than 6 feet high and topped with 3 strands of barbed wire. The barbed wire shall be slanted away from the airside at a 45-degree angle. If not in conflict with airside operations, a landscaped screening shall be provided, and located no closer than 10 feet from the fence. The screen shall be maintained in a manner to preclude overgrowth of the security fence.

2. All other leasehold fencing shall be concrete, masonry or poly coated chain link.

A 10-foot landscape border screening the chain link fence shall be placed on the public side of the fence. Wood fencing is not permitted.

H. Exterior Lighting

1. Plans for lighting shall be submitted by the developer to the City and Airport Advisory Board for approval. Lighting in parking areas shall be a uniform style throughout the development.
2. All lighting shall be restricted to down lighting, or shielded. Such lighting shall be restrained in design and levels of illumination so as not to be a hazard to Airport operations or interfere in future air traffic control tower operations. If so requested by the City to resolve a question of interference, the developer shall submit a signed and sealed drawing provided by a registered lighting engineer.
3. All aircraft apron lighting shall be designed and constructed in accordance with current FAA Advisory Circulars.

Section IV. Building Development Standards

A. Building Materials

Colors, textures, exposed aggregate, and other details must be approved by the Airport Advisory Board and City as a part of the plans submitted by the developer during the site plan review process. Suggested colors include light earth tones. There shall be no obligation or requirement for the City to approve any proposed material. Building materials that produce glare or other hazardous effects to aircraft operations will not be permitted. The color palette shall be

approved by the City and should be consulted prior to color selections by the developer.

B. Building Orientation and Architectural Detail

1. The building, or any component thereof, shall be oriented to preclude it from becoming an obstruction to a clear line of sight from the Air Traffic Control Tower (ATCT) to any portion of the air operations area. The developer shall submit a scaled plan that depicts the status of any impact on the ATCT's clear line of sight for approval by the City.

C. Roof Appearance and Construction

1. Since roofs are highly visible from aircraft using the Airport, roofs shall be attractively designed and constructed. Signs, lettering, designs or other graphics shall not be placed, painted or otherwise located on roofs
2. Roofs shall not be constructed of materials that are reflective or create glare. Roofs shall not be white in color unless approved by the City.

SECTION V MAINTENANCE

A. Paved Areas

Pavement surfaces, sidewalks and plazas shall be kept cleaned and washed frequently and as required per seasonal demand. Parking lots shall be kept free of debris and leaves per seasonal demand. Cracks, joints and other openings in the pavement surfaces shall be repaired promptly so as to avoid

contributing to Foreign Object Damage (FOD).

B. Lawn Maintenance

Lawns and other ground cover shall be kept well-trimmed. Procedures for fertilizing, trimming, and weed control shall be set on a timely basis and adhered to. Removal of leaves shall be done within a reasonable time range during the fall season. Catch basins and other drainage collection points shall be cleaned regularly. Grass clippings should be directed away from taxiway or apron surfaces to avoid FOD. A regular schedule for pesticide control and groundskeeping shall be maintained. Grasses shall be kept at a height of between 6-12" as per the FAA recommendations.

C. Building Maintenance/Cleaning

All buildings shall be well maintained and clean at all times. Broken glass, damaged windows, light poles and lamps shall be repaired or replaced promptly.

D. Equipment Storage

Storage of all maintenance equipment shall be within buildings or well screened and not visible from access roads, common open spaces or adjacent lots. Any outdoor storage shall not be situated to become an obstruction to any taxiway or apron obstacle free area.

✓CHECKLIST FOR APPLICANTS✓

Pre-Submittal Meetings

- ☐ Schedule Pre-Submittal Meeting to discuss proposed development idea with Airport Staff.
- ☐ Contact utilities to obtain written assurances on provider service availability.
- ☐ Submit completed Land Development Inquiry Form.
- ☐ Schedule Concept Plan meeting with Airport Staff to determine investment type, rental amount, first deposit, other needs
- ☐ Submit digital copy of concept plan fourteen (14) days prior to the Airport Advisory Board meeting to include following:
 - ☐ Written narrative describing the proposed development to include:
 - ☐ Proposed Use
 - ☐ Number of structures, gross and net density
 - ☐ Type of structures(s), approximate size(s) of unit(s), and approximate maximum height of building(s) in feet
 - ☐ Amount and function of proposed open space, whether public or private
 - ☐ Anticipated Public Improvements
 - ☐ Plan drawings should include:
 - ☐ Title or name of the development above the term "Concept Plan"
 - ☐ Vicinity map, scale, north arrow and date of preparation
 - ☐ Location and legal description (if available at the time) of lot
 - ☐ Total area of open space
 - ☐ Location and proposed use(s) of building areas to include dimensions and area
 - ☐ Location and dimensions of required building and landscaping setbacks as described within these Regulations
 - ☐ Parking area(s), verifiable based upon building square footage
 - ☐ Designation and classification of any right of way, turning or acceleration and/or deceleration lanes, areas to be vacated, access points, etc. that are required
 - ☐ Topographic map depicting existing and proposed contours
 - ☐ Utilities drawing depicting existing and proposed locations
 - ☐ Internal site circulation and designation of public and private streets
 - ☐ Proposed timetable for development plan
- ☐ Correspondence from utility providers.
- ☐ Draft Lease Agreement terms.
- ☐ Obtain appraisal (if applicable).
- ☐ Obtain Boundary Survey / Parcel Drawing.
- ☐ Schedule placement on Airport Board Agenda.
- ☐ Schedule placement on City Council Agenda.
- ☐ Enter into Lease Agreement with City of Ocala and/or obtain Consent to Sublease
- ☐ Final Legal Review
- ☐ Execution by City Clerk.

CHECKLIST FOR APPLICANTS (continued)
Post-Approval Requirements

Following approval of the Development Plan and receipt of the Construction/Building Permit, the applicant shall deliver to the Airport:

- ☐ One full set of final digital construction drawings, signed by a registered architect or professional engineer.

Construction

- ☐ Schedule Pre-Construction Meeting with Airport Staff and Contractor to review Airport safety requirements, operational restrictions, and coordination procedures.