



DENTON ENTERPRISE AIRPORT (DTO) HANGAR WAITING LIST GUIDELINES

The Hangar Waiting List Guidelines is designed to provide a simple and fair process for aircraft owners to be placed on a waiting list for airport-managed hangars (the “Waiting List”) at Denton Enterprise Airport (“Airport”). The Airport currently owns and leases twenty-seven (27) aircraft storage hangars. The hangar units come in varying sizes and prices as illustrated herein. All hangar storage is available on a first-come, first-served basis, and because demand is often greater than availability, it is mandatory to be on the Waiting List in order to be offered a hangar.

Airport guidelines is to process the Waiting List applicants in the order the applications are received. The official Waiting List is available for review in the Airport Administration Office during normal business hours (8:00 a.m. to 5:00 p.m., Monday through Friday).

Hangar Sizes and Descriptions:

- T-Hangar Units A and B
1,332 SF, 41’6” Electric Bi-Fold Door, 10’ Rollup Door
- T-Hangar Units C and E
1,132 SF, 38’6” Electric Bi-Fold Door
- T-Hangar Unit D
961 SF, 38’6” Electric Bi-Fold Door
- Box Hangar Units A, B and C
1,287 SF, 38’6” Electric Bi-Fold Door

Current hangar rental rates are listed on the Airport Rates and Fees Schedule and can be found at <https://www.dentonairport.com/t-hangars-leasing>. Rates are subject to change. All units have electricity, and LED lighting, but do not have water, gas, or sewer service.

Waiting List Requirements and Procedure:

All parties interested in a Hangar must complete the [Hangar Waiting List Application](#) form with a current mailing address, telephone number(s), email address, and aircraft information (registration number, model, and type are required). If a partnership or corporation intends to be the lessee, all partners’ names and/or the corporate name shall be listed on the application. Waiting List applicants are required to select the size or category of hangar needed as identified on the Waiting List application. All applicants will be required to acknowledge their understanding and agreement to abide by, at minimum,

the guidelines, the Airport Rules and Regulations, and the Airport Minimum Operating Standards as well as any applicable federal, state, or local laws, regulations, ordinances, or otherwise.

A person on the Waiting List may not “donate” their place to another individual or sublease a hangar. The lessee’s name must match the name on the list or be held in the name of a company they control.

While applicants may request more than one hangar size, to optimize hangar space, the Airport reserves the right to give consideration to applicants who have larger aircraft when larger hangars become available. It is therefore possible that someone lower on the list with a larger aircraft may be offered a hanger ahead of someone higher on the Waiting List, if that higher-listed applicant has a smaller aircraft.

In case of dispute, the Airport Director’s decision can be appealed to the City Manager, or designee, whose decision is final.

Waiting List Maintenance

The Airport will periodically contact applicants, by phone and email, on the Waiting List to confirm their continued interest in an Airport-managed hangar, confirm hangar capacity needs, and/or ensure the applicant continues to meet the hangar Waiting List requirements. It is the applicant’s responsibility to report changes in their aircraft and contact information to the Airport and applicants should promptly provide updated contact or aircraft information in the event of any changes.

If contact cannot be made or an applicant does not respond to email and phone messages left with the applicant within five (5) business days, the individual will be removed from the Waiting List.

Notices of Hangar Availability and Acceptance:

When a hangar becomes available, the individual at the top of the Waiting List for that specific type of hangar will receive notification of availability via email and phone.

Within five (5) business days of contact, the applicant must respond to the Airport’s notification, enter into an Aircraft Storage Permit, and submit the first and last month’s rent payment to secure the use of a hangar. If no response is received after five (5) business days from the notification attempt, the applicant will be removed from the Waiting List with no further rights to hangar storage under the current application. The Airport Director may, at their discretion, provide an extension of time for the applicant to enter into an Aircraft Storage Permit and submit the first and last month’s rent payment.

When the applicant accepts an Aircraft Storage Permit, they will be required to show proof of ownership or lease of the aircraft that will occupy the hangar, with proof of aircraft insurance at the level required by the City’s Risk department. The aircraft must be based at Denton Enterprise Airport and must be airworthy.

Deposits and Fees

The Airport may require a deposit or downpayment to be submitted with the Waiting List Application, with such amounts being listed in the Airport Rates and Fees Schedule and approved by the Denton City Council. Any deposit will be applied to the first month's rent once an applicant signs a Aircraft Storage Permit. There will be no deposit refund if the applicant declines a hangar when offered, withdraws from the Waiting List, or fails to reply to the Airport's offer of a hangar rental within five (5) business days. The deposit will be forfeited to cover administrative costs.

In lieu of a deposit or downpayment, the Airport may charge an annual Waiting List maintenance fee to all hangar applicants. Such fees will be listed in the Airport Rates and Fees Schedule and approved by the Denton City Council.

All correspondence will be conducted via phone and/or email.

