

AIRPORT PROPERTIES

LEASE INFORMATION PACKAGE

The Santa Barbara Municipal Airport is owned and operated by the City of Santa Barbara. The Airport encompasses approximately 952 acres of land located south of Highway 101 in Santa Barbara, CA. In addition to operating a thriving community airport, the Airport Department provides property management services for approximately 76 buildings and a limited amount of open land. The City is currently in the process of implementing a master land use plan for the Airport (the "Specific Plan"), which calls for re-development of certain Airport properties. Throughout this process, existing Airport tenants, both aviation and non-aviation, who wish to have the opportunity to negotiate a new lease as part of the Airport Specific Plan implementation will be identified and evaluated according to criteria listed in Resolution 93-127. Those tenants who meet the City's criteria will enter into lease negotiations. If such negotiations should fail, the City retains the options of soliciting proposals or considering unsolicited proposals for lease of the parcel.

With limited space available for new tenants, we suggest that interested parties complete and return the Space Request Form in this packet. When a suitable vacancy occurs, we will review the property requests on file for a prospective tenant.

The following information represents some of the basic terms and conditions contained in Airport leases:

Term: Most lease terms are month-to-month; however, in some instances the term is negotiable, depending on the property location, tenant improvements, etc.

Use: Allowed uses depend on zoning of the particular property location.

Rent: Varies depending on location, condition of building, intended use, and improvements by City or tenant.

Costs range from \$1.35 - \$1.85 per square foot for improved office space to \$0.95 - \$1.50 per square foot for light industrial space. Storage and warehouse range from \$0.68 - \$1.00 per square foot and open land is approximately \$0.14 - \$0.37 per square foot. Container storage is \$0.40 per square foot. Extra parking spaces, where available, \$14.00/space/month. These costs are subject to change.

Rent is due on the 1st of each month. A late charge of one and one-half percent (1.5%) of the payment shall be added to the payment if the sum due the City is not received by the City within 5 days of the due date.

Rent Increases: Rent increases are negotiable but generally occur annually based on the Consumer Price Index with a fixed minimum and maximum percentage increase.

Deposit:	A. Security deposit equal to 1 and ½ month's rent. B. Deposit adjusted as rent is adjusted.
Insurance:	\$1,000,000 general/automobile liability insurance <u>naming the City of Santa Barbara as additional insured</u> . A current certificate must be kept on file with the City.
Personal Guaranty	The City requires that a Personal Guaranty, executed by the principals and/or majority shareholders of the leasing entity, accompany any lease, which the City enters into with a corporation, limited partnership, limited liability company, or any other legal entity that protects the principals from personal liability for debts.
Possessory Interest Tax:	Assessed and collected by the County of Santa Barbara. As the City is exempt from property taxes, the use of public property by a private entity is subject to taxation by the County. Tax amount is based on various factors including lease term, rent and square footage. For specific information contact the County Tax Assessor's office.
Business License:	All tenants are required to possess a City Business License. For information contact the City Business Tax and Permit office at (805) 564-5341.
Environmental Review:	All leases are subject to environmental review in accordance with the California Environmental Quality Act (CEQA). The lease is reviewed in terms of proposed use, number of employees, proposed improvements, water use and various other factors.
Lease Approval:	All Airport leases must be approved by the Airport Commission and/or the City Council. As Airport Commission meets only once a month, it may take up to five weeks after the lease terms are negotiated before the final approval can be obtained.
Pending Development:	The City is currently in the process of implementing a master land use plan for the Airport ("Specific Plan") and has no obligation to anticipate or provide for the land use needs of proposed or existing tenants in the implementation of the Specific Plan. The permitted land uses for the Airport as established in the Specific Plan will take priority over existing uses in the event of use conflict. Should the City determine that a leased premises is needed for development, the lease may be terminated, in which case the City will be under no obligation to provide the tenant with relocation assistance or benefits, or to provide any compensation for loss of business or goodwill, or to reimburse for costs or expenses related to the termination of the lease by the City.

AIRPORT SPACE REQUEST

Name _____ Date _____

Firm _____

Partnership _____ Corporation _____ Type _____

Date of Incorporation _____ State where Incorporated _____

Tax ID # or Social Security # _____

Telephone Number () _____ E-mail _____

Fax Number () _____

Business Address _____

Name of Property Owner _____ Telephone Number () _____

Prior Business Address (if less than 5 years) _____

Name of Property Owner _____ Telephone Number () _____

References: In addition, please attach a current financial statement.

Business Reference _____

Address _____

Telephone Number () _____ Fax Number () _____

Contact Person _____

Business Reference _____

Address _____

Telephone Number () _____ Fax Number () _____

Contact Person _____

Business Reference _____

Address _____

Telephone Number () _____ Fax Number () _____

Contact Person _____

Bank Reference _____ Checking Acct. No. _____

Address _____

Telephone Number () _____ Fax Number () _____

Type of Space Required:

Building _____ square feet Land _____ square feet

Intended Use: (Please be specific and provide as much detail as possible).

Utilities Required: (Please circle)

Water Electricity Natural Gas

Special Utilities (please specify) _____

Parking Spaces (#) _____ Number of employees _____

Hours of Operation _____ to _____

Does your company use any toxic or hazardous materials or substances in the normal course of conducting business? Yes / No

If yes, please specify _____

Does your company have any special requirements, which need to be taken into consideration? _____

Applicant represents that all the information statements are true and correct and hereby authorizes verification of the previously stated items including, but not limited to, the obtaining of a credit report and agrees to furnish additional credit references upon request.

Dated _____ Applicant: _____
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