

OPERATING DIRECTIVE

Hillsborough County  
Aviation Authority

Number: D310.03.02

Effective: 12/05/02

Revised: \_\_\_\_\_

Page: 1 of 2

Subject: Scheduled Bus Service

**PURPOSE:** To establish specific operating procedures for scheduled buses at Tampa International Airport.

**GENERAL:** Except for buses operated by a public entity as a public transit service, any bus company must obtain a permit from the Authority to pick up passengers at the airport. The company will provide an up-to-date schedule of departures which will be kept current. The schedule must be operated on time no less than 90% of the time in any given month to retain scheduled service eligibility.

A. Use of Facilities:

Buses may unload along the curb on departure level. Buses cannot park alongside another bus on departure level. The speed limit on this level is 10 miles per hour.

Loading for scheduled buses will be in quadrants blue 1 and red 2 in spaces specifically designated by Ground Transportation. Buses will occupy loading spaces or curbside space no longer than necessary to complete loading or unloading. No solicitation is allowed by drivers or company personnel.

Buses more than 45 feet in length cannot be accommodated without special arrangements.

Buses may use remote staging in the commercial vehicle staging area.

B. Traffic Circulation:

Charter buses will enter the quadrants from the parkway as shown on exhibit 7. Buses exiting departure level will not use the quadrant access ramp from the exit ramp on the departure level. All such buses must use the main roadway system only.

Buses in the quadrants will not be driven in or past the courtesy vehicle loading lane. Buses will proceed directly to the exit from their loading space when departing.

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The following exhibits depicting the facilities are attached for information purposes:

- Exhibit 1 – General Layout of Ground Transportation Facilities
- Exhibit 2 – Ground Transportation Facilities, Level 1
- Exhibit 3 – Ground Transportation Facilities, Level 2
- Exhibit 4 – Ground Transportation Facilities, Level 1
- Exhibit 7 – Quadrant Entrances From Level 2

APPROVED: \_\_\_\_\_ /s/ John Wheat \_\_\_\_\_ DATE: 12/05/02