

PROCEDURES FOR LICENSING LANDING AREAS

Rules and Regulations Governing Aeronautics

1. The applicant is to completely fill in Form No. 108, "Application for Approval of Proposed Landing Area," prepare a drawing of the site (attach to Form 108), and submit it directly to the Department of Transportation, Bureau of Aviation & Ports. Upon receipt of this form, the Department will contact the applicant regarding a site inspection.
2. A report of the findings of the inspection will be made by the inspector and the applicant will be advised of the Department's decision. If the site is approved, the Department, by Certified Mail, will notify the applicant (at which time any requirements necessary to be accomplished will be specified), as well as the chief executive of the town or municipality in which said site is located. Following site approval, the town or municipality may, within fifteen (15) days after notice of approval, file with the Department a request for a public hearing. If no hearing is requested, the Department will mail to the applicant Form 109, "Application for Airport License."

Note: The Department may, at its discretion, choose to hold a public hearing on any proposed landing area.

3. At this time, the applicant will submit to the Federal Aviation Administration FAA Form 7480-1, "Notice of Landing Area Proposal." Three copies are to be forwarded directly to the U.S. Department of Transportation, Federal Aviation Administration, 12 New England Executive Park, Burlington, MA 01803; one copy is to be sent to this office. (This form is to obtain Federal airspace clearance.)
4. Upon receipt of Form 109, the Department will again inspect the site to ascertain that the requirements have been complied with. If the work is completed and local and federal approvals have been obtained, the airport license will be issued upon receipt of the fee of \$150.00 as set forth in Section 13b-46 of the Connecticut General Statutes.
5. If the above procedure is followed, the issuing of an airport license can be a simple matter. It should be pointed out that construction work of a major nature should not be started until the applicant is so notified by the Department and airspace clearance has been obtained. The site may be disapproved for various reasons such as inability to obtain airspace clearance, objection by the town or municipality as a result of a public hearing, etc., in which case the applicant will have spent time, labor and money without any return.

Forms are available at the Connecticut Department of Transportation, Bureau of Aviation & Ports, 2800 Berlin Turnpike, Newington, Connecticut (mailing address: P.O. Box 317546, Newington, Connecticut 06131-7546).