

LICENSE APPLICATION FOR AERONAUTICAL FACILITY AND MANAGER*

Information required by Act 327 P.A. of 1945, as amended, to obtain a license.

**Note: Hospital Heliports and Helistops supply information for a Responsible Person, as defined in the licensing criteria on the back of this form. All others supply manager information.*

LICENSE FEES:

- Air Carrier Airport \$100
- General Utility \$50
- Basic Utility \$25
- Heliport \$25
- Seaplane Base \$25

NO FEES:

- Hospital Heliport/Helistops
- Manager

INSTRUCTIONS

Return completed form to Michigan Department of Transportation, Bureau of Aeronautics, P.O. Box 30648, Lansing, MI 48909-9791.

Make Check or Money Order Payable to the STATE OF MICHIGAN or Include Visa or MasterCard Number As Designated.

If you have questions or require additional information, contact the Bureau of Aeronautics at 517-335-9681. <http://www.mdot.state.mi.us/aero/>

AERONAUTICAL FACILITY INFORMATION			MDOT USE ONLY
ASSOCIATED CITY	DATE	DATE RECEIVED	
OFFICIAL FACILITY NAME			AMOUNT
MAIN PHONE NO	FAX NO.	AFTER HRS	DEPOSIT CODE
FACILITY ADDRESS			INSPECTOR
FACILITY MAIL ADDRESS			LIC #
OWNER			

I certify that this Aeronautical Facility meets the minimum standards for licensing listed on the back of this form.

SIGNATURE	TITLE	DATE
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MANAGER/RESPONSIBLE PERSON INFORMATION				
MANAGER/RESPONSIBLE PERSON				DATE OF EXAM
BUSINESS ADDRESS				EXAM SCORE
ARE YOU THE AIRPORT OWNER?	MGR DAYTIME PH	EVENING PH	MGR OTHER (included in directory)	LIC #
YES NO				
E-MAIL ADDRESS				

I certify that I have read the "Responsibilities and Duties of Airport Managers" listed on the back of this application and will abide by them to the best of my ability.

SIGNATURE	DATE
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In the event YOU ARE NOT the owner of the facility, the following should be attested to by a proper official.

I / We hereby appoint the individual designated above as Airport Manager and authorize him/her to exercise complete authority in the enforcement of the Rules and Regulations pertaining to the airport, and to take such action as may be required in the interest of safety to the public and to aircraft and pilots or as authorized under the Michigan Aeronautics Code section 259.86 b and c.			
AUTHORIZED OFFICIAL (Signature)			DATE
AUTHORIZED OFFICIAL TO APPOINT MANAGER (Print or type)		TITLE	
BUSINESS ADDRESS			BUSINESS PHONE NO.

License Criteria

BASIC UTILITY

Airport has an airport manager licensed by the commission.

A runway with a 1,200 foot landing length in each direction from a clear approach slope of 20 to 1. Unpaved shall have a minimum width of 50 feet with an additional 25 feet minimum width on each side clear of obstructions. Paved runways shall have a minimum width of 40 feet with an additional 30 feet minimum width on each side clear of obstructions.

A 100-foot wide state primary surface for each runway clear of all obstructions (at least 100' but not less than width of rwy).

A rectangular state approach surface with a minimum width of 100 feet and a length of 5000 feet. The width of the state approach surface shall be at least as wide as the width of the runway. The state approach surface extends for a horizontal distance of 5000 ft at a 20:1 slope including 15 ft clearance over roads, 17 ft clearance over interstate highways, 23 ft clearance over railroads, and 25 ft clearance over property lines. The state approach surface begins at the runway end for unpaved runways.

A permanent monument located on the centerline at or beyond each end of the runway.

The following pilot aids are maintained:

(A) Paved runways marked with centerline and numbering in accordance with Federal Aviation Administration standards; unpaved runways marked in accordance with Michigan Aeronautics Commission standards.

(B) A windcone.

(C) Airports with right traffic patterns shall have a segmented circle with traffic pattern indicators.

(D) Runway lighting, if available for public use, shall conform to Federal Aviation Administration standard color and layout.

The airport provides the following services:

(E) Auto parking area, itinerant aircraft parking, marked entrance from a public road.

GENERAL UTILITY

Airport has an airport manager licensed by the commission.

A runway with an 1,800-foot landing length in each direction from a clear approach slope of 20:1 and unpaved runway with a minimum width of 100 feet. Paved runways shall have a minimum width of 40 feet with a minimum 30 ft either side clear of obstructions.

A 250-foot state primary surface for each runway clear of all obstructions.

A state approach surface for each runway end that extends outward and upward from the end of the state primary surface for a distance of 5,000 ft. The shape of this approach surface is trapezoid with a width of 250 ft at the runway end and expands uniformly to a width of 1,250 ft. The state approach surface extends for a horizontal distance of 5,000 ft at a slope of 20:1, including 15 ft clearance over roads, 17 ft clearance over interstate highways, 23 ft clearance over railroads, and 25 ft clearance over property lines. The state approach surface begins at the runway end for unpaved runways.

A permanent monument located on the centerline at or beyond each end of the runway.

The following pilot aids are maintained:

(A) Paved runways shall have centerline marking and runway numbering conforming to the published standards of the Federal Aviation Administration.

(B) Unpaved runways marked in accordance with commission standards.

(C) Any crosswind runway(s) must meet minimum requirements set for a basic utility airport.

(D) A lighted windcone.

(E) Runway lighting shall be available from sunset to sunrise daily. Lighting configuration shall conform to the requirements of the Federal Aviation Administration regarding standard color and layout.

(F) Airports with right traffic patterns shall have a segmented circle with traffic pattern indicators.

The airport provides the following services:

(A) An administration building or terminal building with sanitary facilities available to the public.

(B) Adequate means to deter the unauthorized or inadvertent access to the aircraft operations area.

(C) A telephone shall be available to the public 24 hours daily on the airport and its location shall be clearly indicated.

(D) A formally adopted emergency service plan prepared by the airport owner.

(E) Airport rules and regulations that are adopted by the airport owner and available to the public.

(F) Itinerant aircraft parking and tie downs, including adequate ropes, chains, or equivalent.

(G) Auto parking area, marked entrance from a public road.

AIR CARRIER

Airport employs an airport manager licensed by the commission.

RESPONSIBILITIES AND DUTIES OF AIRPORT MANAGERS

- Assist appropriate authorities in enforcement of federal, state, and local rules and regulations pertaining to airports, aircraft and airmen.
- Determine that all licensed aeronautical facility requirements for the class under which the site is licensed are maintained.
- Determine and take appropriate action to assure that all locally based commercial activities operating on the licensed aeronautical facility have appropriate licenses and registrations as issued by federal and state agencies.
- Post local rules, traffic patterns, and noise abatement procedures, if any.
- File notice with the proper federal agency indicating any change in the aeronautical facility condition.
- Note and advise the commission of a proposed construction or zoning change adjacent to or near the licensed aeronautical facility that would affect air navigation safety or use.
- Advise sponsors of new and proposed construction of federal regulations pertaining to objects affecting navigable airspace.