



APPLICATION FOR AIRPORT/HELIPORT LICENSE

PLEASE TYPE OR PRINT IN BLUE OR BLACK INK · SHADED AREAS ARE FOR BUREAU USE ONLY

3-YEAR LICENSE FEE: \$75

APPLICANT INFORMATION					
I, (We), hereby make application for license to operate an Airport/Heliport and affirm that I am (we are) the Owner(s) <input type="checkbox"/> Lessee(s) <input type="checkbox"/> of the property.					DATE
NAME OF LICENSEE			POINT OF CONTACT (if different than Licensee)		
DAYTIME PHONE NUMBER	EMAIL		DAYTIME PHONE NUMBER	EMAIL	
STREET ADDRESS/P.O. BOX			STREET ADDRESS/P.O. BOX		
CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE

AIRPORT/HELIPORT INFORMATION		
NAME OF AIRPORT/HELIPORT		
AIRPORT RATING CATEGORY (see instructions) <input type="checkbox"/> Public General Aviation Airport <input type="checkbox"/> Public Basic Utility Airport <input type="checkbox"/> Public Sport/Ultralight Airport <input type="checkbox"/> Public Seaplane Base		HELIPORT RATING CATEGORY <input type="checkbox"/> Public Heliport <input type="checkbox"/> Private Heliport
<input type="checkbox"/> Private Group Airport <input type="checkbox"/> Private Individual Airport <input type="checkbox"/> Private Sport/Ultralight Airport <input type="checkbox"/> Private Seaplane Base		
PHYSICAL ADDRESS OF AIRPORT/HELIPORT (Street/RR/SR)		
TOWNSHIP		COUNTY
LATITUDE (Deg.-Min.-Sec.)	LONGITUDE (Deg.-Min.-Sec.)	ALTITUDE ABOVE SEA LEVEL (Ft.)

RUNWAY DIMENSIONS				
RWY MAGNETIC HEADINGS	LENGTH	WIDTH	TYPE SURFACE	APPROACH OBSTRUCTIONS (Yes/No)
/				
/				
/				

HELIPORT DIMENSIONS – TAKEOFF / LANDING AREA (FATO)				
DIAMETER*	LENGTH	WIDTH	TYPE SURFACE	APPROACH / DEPARTURE HEADINGS
				1 / 2 /
				1 / 2 /

TOUCHDOWN PAD DIMENSIONS (TLOF – IF APPLICABLE)				
DIAMETER*	LENGTH	WIDTH	TYPE SURFACE	DYNAMIC LOAD CAPACITY (Elevated/Rooftop Pads Only)

*Diameter only if circular

MAKE AND MODEL OF AIRCRAFT TO BE BASED AT AIRPORT			
MAKE	MODEL	REGISTRATION NUMBER	OWNER'S NAME

(Attach aircraft performance data for each aircraft not included in initial application.)

Describe how the landing area is marked: _____

Is the landing area lighted for night operations? YES NO If yes, describe lighting: _____

Are Commercial Operations planned at this facility? YES NO If yes, list activity: _____

Has the local municipality been notified of this application for license? YES NO

Has the Federal Aviation Administration (FAA) been notified of this landing area proposal? YES NO

CERTIFICATION

I hereby certify that I am the owner, or authorized agent, of the above-named airport/heliport, that the information contained in this application and any accompanying documents is true and correct.

Name (Print) Signature

Title Date (mm/dd/yyyy)

Complete and mail to: **PennDOT Bureau of Aviation**
Attn: Licensing Coordinator
P.O. Box 3151
Harrisburg, PA 17105-3151

FOR BUREAU OF AVIATION USE ONLY

LICENSING COORDINATOR

LICENSING FEE PAID \$ _____ DATE RCVD _____ CHECK/MONEY ORDER # _____ REGION NUMBER _____

AVN SPECIALIST REMARKS

5 MILE HEARING COMPLETED? YES NO N/A (Date): _____

FAA DETERMINATION OF LANDING AREA RECEIVED? YES NO

BOA WAIVER REQUIRED? YES NO If yes, state waived condition: _____

DISPLACED THRESHOLDS? YES NO If yes, list RWY and Length: _____

Remarks: _____

AVN SPECIALIST SIGNATURE _____ DATE _____

AVN SPC SUPV CONCURRENCE _____ DATE _____

APPLICATION FOR LICENSE (AV-6) INSTRUCTIONS

REFERENCES:

- A. Department of Transportation Aviation Regulations, Chapter 471, Title 67, PA Consolidated Statutes.
 - B. Pennsylvania Aviation Code, Act of October 10, 1984, P.L. 837, No. 164
 - C. FAA Advisory Circular 150/5300-13 (Airport Design)
 - D. FAA Advisory Circular 150/5390-2 (Helicopter Design)
 - E. Federal Aviation Regulations Part 77 and Part 157
 - F. FAA Advisory Circulars: 150/5300-13; 150/5340-1; 150/5340-18; 150/5340-30; 150/5325-4
1. AV-6 Form – complete all sections of the application (shaded areas are for Bureau use only):
 - a. Applicant Information – site owner (licensee), and point of contact, if different than owner.
 - b. Airport/Heliport Information – name of proposed site, rating category (see attached Rating Categories), physical address, latitude/longitude/elevation of site, approach/departure headings, and proximity to other known airports (public or private).
 - c. Heliports: FATO (Final Approach and Takeoff area) - Landing area dimensions; TLOF (Touchdown and Lift-Off area) - inner landing pad (see FAA Advisory Circular 150/5390-2).
 - d. Make and Model of Aircraft to be Based at Airport – list all aircraft expected. For heliports – list the design helicopter (largest aircraft expected to use the site).
 - e. Certification (owner/authorized agent signature).
 2. Attach a fee of \$75 paid to the Commonwealth of Pennsylvania (check, money order or bank draft). Licensing fee for private airports and heliports is twenty five (\$25) per year, payable in 3-year intervals.
 3. If the final design of the landing area differs significantly from the original AV-4 submission, attach a new airport sketch plan or drawing with the AV-6. Depict the landing area dimensions, approach headings, and displaced thresholds (if any); location of lighting and markings; existing structures such as buildings, trees/shrubs, roads or railroad tracks.
 4. Attach the performance data (takeoff and landing data) of all aircraft not included in the initial AV-4 application.

APPLICATION FOR AIRPORT/HELIPORT LICENSE PROCEDURE

The AV-6 Application for License is forwarded subsequent to an Application for Site Approval (AV-4), and when site development is complete. Upon receipt of the AV-6, the Bureau will review the packet for completeness and contact the applicant to schedule an on-site licensing inspection. Applications must be complete before scheduling the site inspection. A favorable FAA Determination of Landing Area Proposal must be received by the Bureau prior to issuance of a license. When the airport is found to meet all airport/heliport licensing guidelines, the Bureau will issue a license (valid for 3-year increments).

AIRPORT RATING CATEGORIES

The following represents the rating categories used by the Bureau of Aviation for issuance of airport licenses.

1. **Public Airport** – An airport which is either publicly or privately owned and which is open to the general public.
 - (i) **Scheduled Service/General Aviation** – an airport with a paved or turf runway 2,200' or greater, and capable of night operations and instrument landing procedures.
 - (ii) **Basic Utility** – an airport with a paved or turf runway 1,600' or greater, serving aircraft less than 12,500 pounds max gross weight, and intended for daytime VFR conditions only.
 - (iii) **Sport/Ultralight**– an airport with a paved or turf runway 1,000' or greater for the use of sport and ultralight aircraft only.
 - (iv) **Seaplane Base** – an area of water at least 2,500' in length or greater used as a public landing area.
2. **Private Airport** – An airport which is not open or intended to be open to the public. Private airports are prohibited from selling fuel or providing flight instruction to the general public.
 - (i) **Group** – an airport with a paved or turf runway 1,200' or greater, capable of night operations, and used exclusively by a partnership, organization, corporation.
 - (ii) **Individual** – an airport with a paved or turf runway 1,200' or greater, intended for daytime VFR conditions only, and used exclusively by the licensee.
 - (iii) **Sport/Ultralight** – an airport with a paved or turf runway 500' or greater for the private use of sport and ultralight aircraft.
 - (iv) **Seaplane Base** – an area of water at least 2,500' in length or greater used as a private landing area.

HELIPORT RATING CATEGORIES

The following represents rating categories to be used by the Bureau of Aviation for issuance of heliport licenses.

1. **Public Heliport** – A heliport which is either publicly or privately owned and which is open to the general public.
2. **Private Heliport** – A heliport which is either publicly or privately owned and which is closed to the general public.