

Helicopter School Landing Authorization

HLA Process

In accordance with CCR 3532(c), sponsors need to submit a completed HLA application, Division of Aeronautics form DOA-0204, to the Division. We request these forms be submitted at least two weeks in advance of the planned helicopter landing. However, we recommend that submissions be made as far in advance as possible, 30 days at a minimum. With resource and budgetary limitations faced by all, and in consideration of the PSA Designees who often conduct HLAs for other helicopter operators, early notification helps us try to accommodate the requests.

The signed and completed HLA application must include helicopter operator information and signed statements from the administration of all schools within 1,000 of the proposed helicopter landing. This statement indicates the school does not object to the helicopter landing and that they waive their right to a public hearing pursuant to PUC 21662.5. Additionally, if the landing is not on school property, the application must include a signed statement of approval from the landing site's owner.

During the actual HLA evaluation, the Division representative or PSA Designee meets with the helicopter operator and a representative of the landing site to determine whether a suitable, safe helicopter landing site is available. The evaluator specifies a landing location (with adequate Final Approach and Touchdown Area (FATO) and Safety Areas for the helicopter model to be used), and approach and departure flight path(s) that are free from obstructions (in accordance with Federal Aviation Regulation Part 77 requirements) and do not overfly school buildings or students. The evaluator also stipulates that all loose material and equipment be removed prior to helicopter landing, and adequate crowd control procedures are established to keep unauthorized persons away from the helicopter until the rotor blades have come to a complete stop.

The evaluator develops a sketch to illustrate the specific elements of the HLA location and flight information, per Division guidelines. The evaluator submits the HLA application, sketch, and HLA Authorization to the Division (and provides copies of these 3 documents to the helicopter operator and school as well). The purpose of the HLA evaluation is to meet the PUC 21662.5 requirement that approval for an HLA shall not be granted unless helicopter operations at the proposed site can be conducted in a safe manner.

Last Updated: January 9, 2012