



Conditional Use (CU): **AIRPORTS / HELIPORTS**

NOTE: When filing for the above application, the following items are required in addition to those specified in the *Master Application Instructions* (form CP-7810).

RELATED CODE SECTIONS: Zone Code Section 12.24 U.1 authorizes applications for airports or heliports in connection with an airport.

PUBLIC HEARING AND NOTICE: An initial request for the above process is subject to a public hearing; notification of the hearing is to all property owners and occupants (i.e. tenants) within 500 feet of the subject site as well as on-site posting of the notice. Refer to the *Mailing Procedures* (CP-2074) and *On-Site Posting* (CP-7762) handouts for further instructions.

SPECIALIZED REQUIREMENTS:

1. **U.S. Department of Transportation, Federal Aviation Administration (FAA) Airspace Determination:** Provide a copy of your application to the FAA (“Notice of Landing Area Proposal”) which must be filed concurrently with the Conditional Use application. **Note:** The FAA’s determination for the proposed project will be required before City Planning will schedule the public hearing for the proposed project.
2. **California Department of Transportation, Division of Aeronautics:** Provide a copy of your application to the California State Division of Aeronautics for the Conditional Use file. **Note:** The State’s evaluation of the approach and departure routes and project design features will occur subsequent to the City’s review and determination on the proposed project.
3. **Heliport Layout Plan:** Provide one letter size (8 ½” x 11”) heliport layout plan which must include, but not be limited to, identification of approach and departure routes and any obstructions to approach and departure.
4. **Noise Receptor Map:** Provide a Noise Receptor Map extending a minimum radius of one nautical mile from the boundaries of the property. The map shall identify the general location of the following uses:
 - a. Public and private schools (kindergarten through college).
 - b. Public and private assembly facilities which have a 500 person or more seating capacity; including but not limited to churches, theaters, and auditoriums.
 - c. Public libraries.
 - d. Public parks.
 - e. Public and private heliport facilities.
5. **List of Facilities:** Provide a list of the facilities identified on the above Noise Receptor Map. Indicate the distance of each facility from the proposed heliport and the direction (in degrees) from the landing pad.

6. **Land Use Map – 1,000’ Radius:** Provide 8 copies of a Land Use Map extending a minimum radius of 1,000 feet from the boundaries of the property. The map shall indicate the zoning, streets, land use and residential density of properties within the 1,000 foot radius. Indicate on the map the proposed landing and take-off flight paths for the proposed heliport. The map may **not** be combined with the 500 foot radius map required for public noticing purposes.
7. **Flight Path Hazard Area Map – 4,000’ Radius:** Provide eight (8) copies of a Flight Path Hazard Area Map extending a minimum radius of 4,000 feet from the boundaries of the property. The FAA requires that an obstruction free area extend out at least 4,000 feet from the edge of the take-off and landing area in an 8:1 slope. The Flight Path Hazard Area map shall indicate all obstructions within a 4,000 foot radius of the landing pad, including but not limited to buildings, trees, towers, etc. If there are no obstructions the words “No Obstructions” on an 8 ½” x 11” exhibit page titled Flight Path Hazard Area Map may be substituted for the map.
8. **List of Objects:** Provide a list of the objects identified on the above Flight Path Hazard Area Map. Indicate the distance of each object from the proposed heliport landing pad.
9. **Photographs and Index Map:** The photographs and index map otherwise required must be of the proposed heliport and land use within 300 feet of the proposed heliport.
10. **List of Features:** Provide a list of the features identified in the above required photographs that are of significance to this application. This list should be coordinated with the facilities identified on the Noise Receptor Map and the objects identified on the Flight Path Hazard Area Map.
11. **Duplicate Case Files:** In addition to the duplicate case files otherwise required in the *Master Filing Instructions* (CP-7810), provide another copy of the application and exhibits for submission to the LA Fire Department, Industrial and Commercial Inspection Division.

FINDINGS FOR APPROVAL: In order to approve an application, the decision maker must decide if the facts presented in the record are such to establish the findings (i.e. criteria for approval) stated below. On separate pages, copy each finding, and follow it with a justification/explanation of how the proposed project conforms to the finding.

1. That the project will enhance the built environment in the surrounding neighborhood or will perform a function or provide a service that is essential or beneficial to the community, city, or region.
2. That the project’s location, size, height, operations and other significant features will be compatible with and will not adversely affect or further degrade adjacent properties, the surrounding neighborhood or the public health, welfare, and safety.
3. That the project substantially conforms with the purpose, intent and provisions of the General Plan, the applicable community plan, and any applicable specific plan.

(continued on next page)

SPECIALIZED QUESTIONS: The items below cover important information which will help acquaint the City Planning Commission with your request. The information is required but should not be considered as a limitation upon material to be submitted, and the applicant is encouraged to include any additional material you feel is relevant. In the space below, or on separate paper if necessary, complete the following:

1. Describe in detail the proposed use of the airport or heliport:

2. Who will operate the facility?

3. Will users be charged a fee by the operator to use the facility? -yes -no

4. What is the amount, in millions of dollars, of the single limit insurance for bodily injury and property damage coverage of the proposed facility?

5. Indicate below the proposed number of flights:

Maximum flights per month: _____ Average flights per month: _____

6. Using the chart below, indicate what the proposed hours of occurrence are and which days of the week flights are planned:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Number of daytime flights (7 AM to 7 PM)							
Number of early evening flights (7 PM to 10 PM)							
Number of evening flights (10 PM to 7 AM)							