

Notification of Changes to Aerodrome Infrastructure

Please complete this form online (preferred method) then print and submit as instructed.
Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink.



IMPORTANT – PLEASE READ THE FOLLOWING CAREFULLY BEFORE COMPLETING THE FORM

Dear Applicant

An aerodrome licence condition states that any change in the physical characteristics of an aerodrome, including the erection of new buildings and alterations to existing buildings or to visual aids, shall not be made without prior approval of the CAA.

In order to consider your proposal fully, please complete this form, scan and return to:

developments@caa.co.uk

Your proposal will be evaluated and classified as major or minor depending on the expected level of regulatory oversight required. Please refer to Chapter 3 of CAP 791 Procedure for Changes to Aerodrome Infrastructure, for further details.

Proposals that are classified as major will be charged (in accordance with the CAA Official Record Series 5 – Aerodrome Licensing and Aerodrome Air Traffic Services Regulation) and you will be asked to make a payment by completing an Application for Major Aerodrome Infrastructure Project (Form SRG 2009).

If you have difficulty completing this form, please do not hesitate to contact us at developments@caa.co.uk.

Yours sincerely

Aerodrome Development Team
Aerodrome and Air Traffic Standards Division

SECTION 1: AERODROME DETAILS

Aerodrome Name:

Aerodrome Address:

..... Postcode:

Accountable Manager: Name:

Tel: Email:

Project Manager: Name:

Tel: Email:

SECTION 2: PROJECT DETAILS

Title of Project: +

Reason for Change:

Brief Description:

Planned Commencement of Works:

Planned Duration of Works:

Estimated Completion Date:

Aerodrome Closed during Work in Progress? YES NO (if NO, please specify Hours of Work, below)

Hours of Work:

SECTION 3: AERODROME COMPLIANCE MATRIX

NAME OF AERODROME:

PROPOSED START DATE:

PROPOSED CHANGE:

PROPOSED COMPLETION DATE:

DESCRIPTION	CAP Reference	COMPLIANCE STATEMENT (include reference document where appropriate)	PROJECT MANAGER

SECTION 3: AERODROME COMPLIANCE MATRIX (continued)

NAME OF AERODROME:

PROPOSED START DATE:

PROPOSED CHANGE:

PROPOSED COMPLETION DATE:

DESCRIPTION	CAP Reference	COMPLIANCE STATEMENT (include reference document where appropriate)	PROJECT MANAGER

SECTION 3: AERODROME COMPLIANCE MATRIX (continued)

NAME OF AERODROME:

PROPOSED START DATE:

PROPOSED CHANGE:

PROPOSED COMPLETION DATE:

DESCRIPTION	CAP Reference	COMPLIANCE STATEMENT (include reference document where appropriate)	PROJECT MANAGER