CAA Requirements

1. NOTAMS

1.1. The NOTAM is to be used to advise CAA if you wish to operate above 400ft AGL, for a specific event over a short period of time thus complying with CAA Rule 101.207 (2). It is not to be used to apply for an authority for your club to be granted a permanent increase in height above 400 feet, this is to be done by applying for a DANGER AREA and a different form and procedure is to be used for this.

1.2. This form is to be faxed to the NOTAM office at least 24 hours before you wish to have the NOTAM active.

1.3. The ability of clubs to issue NOTAM's is new and a privilege we could lose if abused, so it is very important sensible about the altitude requested and the time frame.

1.4. Normally the time frame would be for the length of an event. An altitude up to 2000ft is reasonable, but if only say, 800ft, is required request, say, 1200ft to allow a safety margin.

1.5. You can only have a NOTAM issued and so operate above 400ft if you are in uncontrolled airspace, i.e. clear of class C, D, or E airspace and at least 4km from an aerodrome in the Visual Flight Guide. You may not request an altitude if this altitude would take you into controlled airspace. If you are in doubt about whether you are in controlled airspace contact the MFNZ Secretary, or your local control tower if one is available.

1.6. It is wise to advise any other local airspace users like local aero clubs of the NOTAM. Preferably contact them before having the NOTAM issued . After all, you may wish to get a danger zone set up and the airspace users must be consulted then anyway. This process can be done by phone if a fax is not available to you.

1.7. The issuing of the NOTAM does not stop full size aircraft entering the area. When flying above 400ft always use an observer and always descend away from full size aircraft.

2. FILLING OUT THE NOTAM FORM

Part 1

Aerodrome /Organisation name	*Club name*
Aerodrome operator	Leave blank
Contract person	*The person who can be contracted*
Telephone	*Contracts telephone number(s). The **NOTAM** office may want to contract you before issuing the **NOTAM**, Air Traffic Control after it comes into effect.*
Fax	*If available*
AFTN	*Leave blank*

Part 2

This information will be edited and formatted by the **NOTAM** Office, and issued as the **NOTAM**.

Use local time for all dates and times. The **NOTAM** Office will be responsible for converting these to UTC.

Item A Leave location indicator blank

Tick one box to indicate if the request is for either *new, replacement or cancellation* **NOTAM**. If the request is for either *replacement or cancellation,* enter the **NOTAM** number of the **NOTAM** being replaced or cancelled. This number will have been issued with the previous **NOTAM**.

Item B Enter the local month, day and time the information will be effective from.

Item C Enter the local month, day and time the information will be effective until.

The period between items B and C cannot be more than 90 days but suggest make it for the event only.

Item D if the information is to be effective for specific periods within the times shown in *Items B* and C, specify the local times and dates within that period.
e.g., 1 APR - 1 0 APR inclusive, effective from 0800 until 1300.

Item E Enter a plain language description of the information. Do not use abbreviations. Give the purpose, model aeroplane operations, location, distance and direction from a major land mark like a town, the maximum altitude (above ground level) you wish to operate to. For example
Model aeroplanes will be operating from a model flying strip 5km North West of Martinbrough beside Te Marie Rd, (41 10 48.244 S, 175 23 40.940 E) to an altitude of 1500ft. for a radius of 1km between 0900 until 1700 on 30 August 1997.

Item F Leave blank

Item G Maximum altitude requested

Part 3

The information detailed in Part 2 must be declared as accurate.

3. SAMPLE NOTAM REQUEST

FAX TO: International NOTAM OFFICE (03) 358 9192

NOTAM Request Form

For assistance phone (03) 358 1688

Aerodrome/Organisation name Club Name "of New Zealand Model Aeronautical Association"

Aerodrome Operator _____

Contact person _Jim Jones, Club Secretary

Address __22 Brown St, JEDBOROUGH

Telephone _04/ 234 5678 Fax _04/ 234 5679 AFTN _____

Date_22_/_06__/_97__ Time __0830am_____

A) Location indicator NZ __ __

NOTAM containing new information ☑
NOTAM replacing a previous NOTAM ☐ Number _____/____
NOTAM cancelling a previous NOTAM ☐ Number _____/____

B) Valid from: _October__ month __26th_____ day ___0800_____time

C) Valid to: ___October__ month __27th_____ day ___2100_____time

D) Time schedule _____

E) Text (Plain language description)

Model aeroplanes will be operating from a model flying strip 5km North West of Martinbrough beside TeMarie Road, (41 10 48.244 S, 175 23 40.940 E) to an altitude of 1500ft for a radius of 1km between 0900 until 1700 on the 26th October 1997 and 27th October 1997

F) Lower limit _____G) Upper limit ____1500ft_____

The information in this NOTAM Request is authorised for promulgation/declared as accurate.

Name: _____ Signature: _____

Model Flying NZ

New Zealand Model Aeronautical Association (Inc)

Application Form

Approval to Operate above 400 Feet (Supplementary to a Notam)

In addition to applying for a NOTAM via the airfield operator, this form must be completed and forwarded to CAA (details below) when planning an event at, or within 4Km of, an uncontrolled airfield.

NB. No model flying shall take place above 400' unless an approval is granted to the organizers in writing by the director CAA

a. Location of airfield: _____

b. Dates/times of operations:_____ _____

c. If postponed, to what date(s):_____

d. Contact person(s) for event:_____

e. Contact numbers (include mobile #) _____ _____

f. Maximum height AGL sought: _____

g. Approx number of persons, and, models:_____ _____

h. Detail steps taken to ensure separation between model and full size aircraft when applying for height in excess of 400'. Use separate sheet if appropriate

I agree that:
i The agreement of all airfield users has been obtained, and
ii A NOTAM has been applied for

Signature _____Name _____

Date _____ Tel _____

Please email/fax/or post this completed form to CAA PO Box 31-442 Lower Hutt, Attn: Mr Rex Kenny

Email: KennyR@caa.govt.nz
DDI Tel (04) 560-9458
Fax (04) 569-2024

Explanatory detail (as required)----------

4. APPLICATION FOR DANGER AREAS

4.1. In the new CAA rules Part 101.207, provision is made for Clubs to apply to CAA for Danger Areas so that radio controlled model aircraft may be flown above the present maximum altitude of 400ft. This brochure gives guidelines for making an application.

Note: The provision applies only to models flown in Class G airspace (uncontrolled airspace) and to airspace more than 4km from an aerodrome boundary as published in the Visual Flight Guide of the NZAIP. This means that even if no Control Zone exists at ground level where your strip is, you will not be able fly up to such an altitude that you enter a control zone above you.

4.1.1. What is a Control Zone?

A Control Zone is a piece of airspace where aircraft are positively controlled by Air Traffic Control (at present Airways Corporation). Control zones are like an inverted wedding cake with the centre over a controlled aerodrome. The first layer of the cake may go out at ground level to 20km from the aerodrome. The next layer starting anywhere between 1500ft and 2500ft from the surface may go out to 50km from the aerodrome. As each aerodrome is different it is necessary to check your own area.

4.1.2. How do I know where the Control Zones are?

Most clubs within 10 to 20km of a controlled airport need to check where the control zones are in relation to their flying strip. You should either approach your local Control Tower Manager or contact:

The MFNZ Secretary.

Before deciding what maximum altitude you wish CAA to allow you to fly models to, you will need to ensure you know where the closest Control Zones are.

4.1.3. Is possible for a model club to get a danger area established?

The answer is definitely yes. In the Auckland area models are being flown within 8km of Auckland International airport and up to 1500ft in a danger area established by CAA. Similarly, the Palmerston North Aeroneers have a danger area established.

Note: CAA does not wish to issue danger areas unless the site is used regularly. For sites that are not used egularly have a NOTAM issued.

4.1.4. What does a club do to get a Danger Area?

a. *Ensure you know where Control Zones are.*

b. *Consult with your local airspace users.* This is the critical stage and if done badly will lead to increased CAA charges or a rejected application. You must discuss with all local users or local potential users of the airspace; these are the local aeroclub, glider club, hang glider club, microlight club, top dresser Companies. Get agreement if possible to the location and altitude you wish to operate to. This agreement preferably should be in writing.

c. *Fill in an attached form.* "Application for designated routes, points or airspace under CAR Part 71 or special use airspace under Part 73". (Details attached)

d. *Send form to the Secretary*, with a cheque to "New Zealand Model Aeronautical Association (Inc) for $166.25 (one hour's charge by CAA), as a deposit on CAA charges. He will also keep an eye on the charges incurred by the club and advise if they are exceeding the deposit paid. In most cases the amount sent should cover all charges and there could well be some refund.

4.1.5. Can we deal with CAA direct?

Yes you can. However, you will not benefit from the experience of MFNZ and the other MFNZ clubs by dealing with CAA direct and you may well end up paying more due to that inexperience. CAA has advised that it would be easier for them to deal with one point of contact and they are keen for all aeromodelling applications to go through one person to ensure consistency.

Instructions for completing the CAA Danger Area Application Form
(*Note:Copy of Form in Annex A of Club Manual)*

Application for designated routes, points or airspace under CAR Part 71 or special use airspace under CAR Part 73

1. Organisation Details

(a) *Your name and position in Club.*
(b) *Your Club name.*
(c) Leave blank.
(d) Leave blank.
(e) Club address.

2. Reason for Application

(a) "*Model Aeroplane Flying*"

3. Controlling Authority, Using Agency or ATC unit.

(a) *Club Name.*
(b) Club Contact name.
(c) Telephone and/or cell phone number.

4. Requested Designation, dimensions and Timing

(a) "*Danger Area".*
(b) *"Permanent*".
(c) *"Daylight hours"* or between hours (state whether NZST, NZDT or UTC).
(d) *Name of location*, nearest town or distance from a feature or town.
(e) Include a map with the site marked on it, preferably on a 1:50,000 map.
(f) "*Surface to xxxxft.*" (where xxxxft is the maximum altitude you have negotiated with airspace users.)

5. **Consultation and other information.**

(a) "*Copies of letters from airspace users consulted are attached*". (Also list those spoken to but who have not responded with a letter.)
(b) Leave blank.
(c) Leave blank.

5. CAA RULES

Introduction:

The following is an excerpt from the CAA Rules 101 governing the operation of Model Aircraft and other activities as listed in 101.1. For ease of reading the matters pertaining to the operation of Model Aircraft have been taken from Rule 101 and are published in this document for the use by Clubs affiliated to MFNZ. A full copy of the Rules can be obtained from CAA.

Subpart A - General

101.1 Applicability

This Part prescribes rules governing the operation of-

(1)moored balloons and kites:

(2)free balloons:

(3)rockets:

(4)model aircraft:

(5)gyrogliders and parasails.

101.3 Definitions

In this Part:

Aerodrome means an aerodrome that is promulgated in the current Visual Flight Guide of the NZAIP:

Controlled aerodrome means an aerodrome at which air traffic control service is provided to aerodrome traffic:

Control line model aircraft means a model aircraft primarily controlled in flight by a single or multiple wire system operated by the person flying the aircraft and restricted to circular flight about a central point:

Free flight model aircraft means a model aircraft with a maximum wing loading of 62 g/dm² (20 oz/ft²), with a flight path that, once launched, is uncontrollable:

Model aircraft means a pilotless aircraft with a gross mass of between **100 g to 25 kg** and includes-

(1)control line model aircraft:

(2)free flight model aircraft:

(3)radio controlled model aircraft:

Radio controlled model aircraft means a model aircraft that is primarily controlled by radio signals from a remote transmitter being operated by a person:

Shielded operation means an operation within 100 m of a structure and below the top of the structure.

101.5 Registration

The requirements in Part 47 shall not apply to moored balloons, free balloons, rockets, kites, model aircraft, parasails, and gyrogliders.

101.7 Restricted, military operational, conditional, and danger areas

(a) No person shall operate a moored balloon, kite, free balloon, rocket, model aircraft, gyroglider, or parasail within a restricted area designated under Part 73 unless that person has the approval of the controlling authority specified for the area to do so.

(b)No person shall operate a moored balloon, kite, free balloon, rocket, model aircraft, gyroglider, or parasail within a military operational area designated under Part 73 unless that person has the approval of the controlling authority specified for the area to do so.

(c) No person shall operate a moored balloon, kite, free balloon, rocket, model aircraft, gyroglider, or parasail within a conditional area designated under Part 73 unless the operation can be conducted in accordance with the conditions specified for operations in that area.

(d)No person shall operate a gyroglider or parasail within a danger area designated under Part 73 unless that person has established that flight in the area will not adversely affect the safety of the flight.

[Until Part 73 come into force, restricted and danger areas are prescribed in Part 191

101.9 Low flying areas

A person shall not operate a moored balloon, kite, free balloon, rocket, model aircraft, gyroglider, or parasail within a designated low flying area prescribed under Part 73.

[Until Part 73 comes into force, low flying areas are prescribed in Part 19]

101.11 Controlled airspace

A person shall not operate a moored balloon, kite, free balloon, rocket, model aircraft, gyroglider, or parasail in controlled airspace without prior authorisation from the ATC unit responsible for that airspace.

101.13 Hazardous operations

A person shall not operate a moored balloon, kite, free balloon, rocket, modelaircraft, gyroglider, or parasail in a manner that creates a hazard to aircraft or to persons or property.

101.15 Dropping of articles

A person operating a moored balloon, kite, free balloon, rocket, model aircraft, gyroglider, or parasail shall not allow any object to be dropped in flight if such action creates a hazard to other persons or property.

101.17 Exemptions

The Director may exempt a person from any requirement in this Part in accordance with Part 11.

Civil Aviation Rules Part 101

Subpart E - Model Aircraft

101.201 Applicability

This Subpart prescribes rules governing the operation of model aircraft.

101.203 Control line model aircraft

No person shall operate a control line model aircraft with a single or multiple wire system longer than **30 m**.

101.205 Aerodromes

(a) With the exception of a control line model aircraft, no person shall operate a model aircraft on or within 4 km of-

(1)an uncontrolled aerodrome, unless-

(i) it is undertaken in accordance with an agreement with the aerodrome operator, and

(ii) in the case of a free flight model aircraft, it is launched downwind of an active runway, and

(iii) in the case of a radio controlled model aircraft, the aircraft is not operated at a height of more than 400feet AGL, unless the operator has been approved by the Director to operate above 400 feet AGL, and each pilot has an observer in attendance while the model aircraft is active in the air; and

(2)a controlled aerodrome, unless it is operated in accordance with an authorisation from ATC; and

(3)any aerodrome, unless-

(i) the person is the holder of, or is under the direct supervision of the holder of, a pilot qualification issued by a model aircraft association approved by the Director; or

(ii) the person is under the direct supervision of a person appointed to give instruction in the operation of radio controlled model aircraft by a model aircraft association approved by the Director.

(b) A person shall not operate a model aircraft-

(1)on or over any active aircraft movement area of an aerodrome; or

(2)on or over any active runway strip area.

101.207 Airspace

Each person operating a radio controlled model aircraft more than 4 km from an aerodrome boundary and above 400 feet AGL shall ensure the operation remains clear of Class C, D, or E airspace and shall-

(1)operate in a danger area designated for that purpose under Part 73; or

(2)provide the following information to the New Zealand NOTAM office, at least 24 hours before the operation:

(i) their name, address, and telephone number:

(ii) the location of the proposed operation:

(iii) the date and time and duration of the proposed operation:

(iv) the type and number of aircraft:

(v)the maximum height AGL proposed for aircraft operation.

[Until Part 73 comes into force, airspace is designated under Part 19]

101.209 Meteorological limitations

Except for control line model aircraft, a person shall not operate a model aircraft-

(1)in any area where the ground visibility is less than 3 km; **or**

(2)in any area where the cloud base is at a level where a model aircraft is unable to be operated-

(i) in sight of the operator; and

(ii) beneath the cloud base at all times.

101.211 Night operations

With the exception of control line model aircraft, a person shall not operate a model aircraft at night unless the operation is-

(1)indoors; or

(2)a shielded operation.

101.213 Right of way

Each person operating a model aircraft shall ensure it gives way to, and remains clear of, all manned aircraft on the ground and in flight.

101.215 Radio controlled model aircraft

A person shall not operate a radio controlled model aircraft with a gross mass of between 15 kg and 25 kg unless the aircraft is constructed and operated under the authority of a model aircraft association approved by the Director.