


| <b>BRADLEY AIRPORT PLANE SPOTTING POLICY</b> |  |  |
|--|--|--|
| <b>POLICY NO.</b><br><b>2021-PS01</b>        | <b>DEPARTMENT:</b><br><b>PUBLIC SAFETY</b>                     |  |
| <b>APPROVED BY:</b><br><b>CAA BOARD</b>      | <b>EFFECTIVE DATE:</b><br><b>08/01/2021</b><br><b>UPDATED:</b> | <b>BOARD APPROVAL DATE:</b><br><b>05/19/2021</b><br><b>PAGES: 5</b>                |

**Policy:**

**I. STATEMENT OF PURPOSE AND GENERAL GUIDELINES**

(a) Individuals engaged in Plane Spotting often seek to do so at Bradley International Airport, and often seek to access areas not otherwise open to the public. This Policy is intended to reasonably accommodate those seeking to Plane Spot at Bradley International Airport while preserving the aesthetic qualities of the airport, avoiding disruption to airport activities and operations, avoiding any negative impacts to airport safety, and avoiding pedestrian traffic congestion, in keeping with the primary purpose of the airport as a facility for air travel.

(b) The provisions of this Policy shall be enforced without regard to race, religion, gender, sexual orientation, or identity of the person or organization seeking to engage in activities.

(c) All activities described in this Policy shall be conducted:

(1) In compliance with this Policy;

(2) In the peaceful and orderly manner contemplated by law, without physical harm, molestation, threat or harassment of other persons, and without obscenities, violence, breach of the peace, damage to property or other unlawful conduct; and

(3) Without obstructing the use of the airport by others and without hindrance to or interference with the proper, safe, orderly, and efficient operation of the airport and the activities conducted thereupon, and without interference with the rights of others.

## **II. PLANE SPOTTING**

(a) “Plane Spotting” shall mean the act of tracking the movement of aircraft and recreationally observing aircraft and aircraft operations, regardless of whether such activity is recorded using audio-visual equipment or other means.

(b) Plane Spotting at Bradley International Airport is permitted only upon compliance with this Policy in areas designated by the Connecticut Airport Authority (the “CAA”).

(c) The CAA has determined that certain areas of the Bradley International Airport property are the only areas of the airport that provide a reasonable opportunity for Plane Spotting without excessively disrupting airport operations or negatively impacting airport safety. Plane Spotting areas are designated as the area at the termination of Park Road that is accessible via Trap Rock Road and the Cell Phone Parking Lot that is accessible via Light Lane, and may be changed due to construction, emergency conditions, or other events.

(d) Plane Spotting activities are only permitted during daylight hours in the designated areas.

## **IV. PERMITTING PROCESS**

(a) Any person desiring to engage in Plane Spotting at the airport shall first obtain a written permit from the CAA. Permit applications must be submitted annually. Applications will be accepted Monday through Friday, excluding holidays, between 9:00 A.M. and 4:30 P.M. The written request should include:

- (1) The full name, date of birth, street mailing address (not a post office box number) and telephone number of the person applying for the permit;
- (2) The make, model, and license plate number of any vehicle that will be used to access designated Plane Spotting locations;
- (3) A copy of the applicant’s driver’s license or other form of government-issued photo identification; and
- (4) A statement in writing by the applicant, indicating he/she has read and understands the CAA Plane Spotting Policy and intends to abide by the requirements.

Alternatively, a Permit Application Form is available for download in the “Contact Us” tab on the CAA website at [www.ctairports.org](http://www.ctairports.org).

The requested information should be delivered to the CAA Administration Office at Bradley International Airport between Monday through Friday, excluding holidays, between 9:00 A.M. and 4:30 P.M., or sent via certified mail to:

Ms. Jody Slayton  
Bradley International Airport  
Administration Office  
Terminal A, 3<sup>rd</sup> Floor  
Windsor Locks, CT 06096.

(b) The Executive Director, or a designee, shall review the application and shall issue a permit or notify the applicant in writing why issuance is delayed or denied. The applicant may seek review of denial by following the procedure in Section IV(c), below. The permit will designate that the holder is eligible to conduct Plane Spotting at the airport for a period of one year and may be renewed annually. Permits are not transferable.

(c) Within ten (10) days of denial as described in Section IV(b), above, the applicant may request review of the denial. Such request shall be sent to the Executive Director by certified mail at the following address:

Bradley International Airport  
Administration Office  
Terminal A, 3<sup>rd</sup> Floor  
Windsor Locks, CT 06096

The request shall specify all reasons why the decision of the Executive Director should be changed or modified. Within ten (10) days of receipt of the request for review, the Executive Director shall send a written decision by certified mail to the person requesting review.

(d) Activities referred to herein shall be conducted strictly in conformity with the terms and conditions set in the permit issued by the CAA and this Policy.

(e) No permit holder has the right to exclusive use of any designated area. Access to areas designated for the permitted activity shall be granted on a “first come, first served” basis.

(f) Any person issued a permit shall carry at least one form of identification with photo while engaged in the permitted activities: (1) state driver’s license; (2) state identification card; (3) military identification card; (4) Passport; or (5) other photo identification approved by the Executive Director. Any person engaged in permitted activities shall present a copy of their permit and identification upon request by a law enforcement officer, airport security personnel, or any other airport personnel.

(g) The parking of cars for permitted activity is restricted to the clearly marked locations in the designated areas.

(h) No car shall be parked within 10 feet of any airport security fence.

(i) Any individuals engaged in permitted activity shall comply with the direction and orders of any airport personnel, airport security personnel, or law enforcement officer.

(j) Any individual applying for a permit shall consent to a background check to ensure that they are not flagged by a federal law enforcement agency as an individual who may pose a danger to aviation.

## **V. VIOLATIONS BY PERMIT HOLDERS**

(a) Violation of any provision of Section IV shall cause termination of the permit. The Executive Director shall give notice of termination to the holder of the permit by certified mail to the address shown on the permit, indicating the reason for termination. Upon termination the person or organization is not eligible to obtain a permit for six (6) months.

(b) Within ten (10) days of termination as described in Section V(a), above, the applicant may request review of the termination. Such request shall be sent to the Executive Director by certified mail and shall specify all reasons why the decision of the Executive Director should be changed or modified. Within ten (10) days of receipt of the request for review, the Executive Director shall send a written decision by certified mail to the person requesting review.

## **VI. REVIEW OF DECISIONS OF THE EXECUTIVE DIRECTOR**

The decision of the Executive Director is final unless within ten (10) days from the Executive Director's decision the applicant submits a written notice of appeal to the CAA Board of Directors (CAA Board). No further evidence shall be presented, and only the written records shall be available to the CAA Board, which shall decide the matter at the next regularly-scheduled meeting after receipt of notice of appeal. The CAA Board shall notify the parties of its decision by certified mail. The decision of the CAA Board is final.

## **VII. PROHIBITED CONDUCT**

The following activities are prohibited at the designated areas without written authorization from the CAA:

(a) Sale or distribution of any goods or merchandise, including but not limited to, jewelry, foodstuffs, candies, flowers, badges, and clothing; or

(b) Sale of flyers, brochures, pamphlets, books or any other printed or written material;  
or

- (c) Solicitation of funds, money, or any other thing of value; or
- (d) Sale of any service; or
- (e) Conduct that obstructs or interferes with the conduct of authorized business at the airport; or
- (f) Placement of a table, bench, chair, or other structure on airport property unless permitted by the CAA; or
- (g) Intentionally leaving any item unattended; or
- (h) Activity which constitutes a danger to persons or property, or which interferes with waiting lines, or which interferes with any of the following: pedestrian or vehicular travel; the entry to or exit from vehicles; security procedures; government inspection procedures; maintenance, repair, or construction operations; or
- (i) Conduct which falsely indicates or represents, or attempts to falsely indicate or represent that a person represents the CAA; or
- (j) Bringing alcoholic liquor onto the airport property; or
- (k) Climbing, leaning ladders, or attaching any objects or equipment to any portion of the fence; or
- (l) Consuming food in the designated areas; or
- (m) Discarding any item on airport property, unless in a properly marked receptacle.

#### **VIII. ACTIVITIES DURING EMERGENCIES**

- (a) The Executive Director, or designee, may declare an emergency due to adverse weather, schedule interruptions, or extremely heavy traffic movements or for emergency security. In the event of such an emergency, an announcement shall be made on the CAA website asking any authorized person performing plane spotting in an area affected by the emergency to immediately cease such activities for the duration of the emergency.
- (b) As soon as the Executive Director, or designee, announces an end to the emergency, authorized participants may resume their activities.