



May 16, 2024

Dear Federally Obligated Airport Sponsor:

This letter serves as guidance to clarify new Federal and State policy pertaining to the closure of, or partial closure of, federally obligated airports for nonaeronautical events.

Airport grant assurances prohibit State and Federally sponsored airports from temporarily closing all or portions of their airport for nonaeronautical events without State and Federal Aviation Administration (FAA) approvals. It is the Bureau of Aviation's responsibility, as an FAA Block Grant administrator, to provide guidance to Airport Sponsors on FAA nonaeronautical policy and review applications for compliance with FAA's Notice of Final Policy referenced at [Federal Register : Notice of Final Policy and Procedures on the Temporary Closure of Airports for Nonaeronautical Purposes](#).

Airport Sponsors should meet with the Bureau of Aviation no later than 120 days prior to the event to discuss plans and develop a timetable for FAA review and approval. Applications for nonaeronautical activities should be forwarded to the Bureau of Aviation at least 60 days in advance of the event, using Bureau Form AV-10 (Request for Nonaeronautical Use). The Bureau of Aviation will review the applications for consistency with the FAA's Notice of Final Policy and Procedures on the Temporary Closure of Airports for Nonaeronautical Purposes (Notice of Final Policy) issued in the Federal Register on May 12, 2023, and effective June 12, 2023 (see 88 FR 30640). Certificated airports and federally obligated airports administrated by the FAA Airports District Office (ADO) should apply directly to the ADO for approval.

Applications will include documentation of the following considerations. For further details, reference Section III. B. 1-7 of the Notice of Final Policy 88 FR 30640.

- Project Description
- Impact on Aeronautical Activities
- Justification
- Timing
- A map
- Communications
- Safety
- Financing

Approval of the closure of airport facilities for a nonaeronautical event is a federal action that requires environmental review under the National Environmental Policy Act (NEPA). FAA grant assurances stipulate that "All revenues generated by the airport... will be expended by it for the capital or operating costs of the airport ...".

Please note this policy concerns the temporary nonaeronautical use of airports for an event and does not relieve the sponsor of compliance with responsibilities relating to any law, ordinance, or regulation by any Federal, State, or local government body regarding the proposed activity.

Should you have any questions or require additional information, please contact the Bureau at 717-705-1200 or ra-pdburofaviation@pa.gov.

Sincerely,

A handwritten signature in black ink that reads "Anthony J. McCloskey".

Anthony J. McCloskey, P.E.
Director, Bureau of Aviation

This policy replaces Bureau policy of December 19, 2008.