**Airport Administration Office**
6450 Airport Way, Suite 1
Fairbanks, AK 99709
Main: (907) 474-2520
Email: fai.tiedowns@alaska.gov
Website: www.fai.alaska.gov

**State of Alaska**
Department of Transportation & Public Facilities
Fairbanks International Airport

# TIEDOWN BUILDING PERMIT APPLICATION

*17 AAC 42.620(g) A permittee must obtain an airport building permit under 17 AAC 42.280 before installing any improvements on a tiedown space other than tiedowns, docks, or storage boxes. Improvements placed on a tiedown space must be portable, must be located to allow for adequate aircraft and vehicle parking on the space, and must not interfere with operations on an adjacent space or aircraft movement area.*

APPLICANTS MUST ACCURATELY PROVIDE ALL APPLICABLE ATTACHMENTS. **INCOMPLETE PERMIT APPLICATIONS CANNOT BE PROCESSED.**

1. Applicant Name: _____
2. Mailing Address: _____ City: _____ State: ____ Zip Code: _____
3. Telephone #: _____ Alternate Telephone #: _____
4. Email: _____
5. Tiedown Space: _____
6. New construction? ☐ Alterations? ☐
7. Proposed Construction Dates: Start: _____ Finish: _____
8. Description of Proposed Improvements: _____
   _____
9. Exterior Finish and Color: _____
10. Height of Tallest Proposed Improvement: _____ 11. Height of Tallest Equipment Used: _____
12. Contractor Contact: Name _____ Contractor Phone: _____
    Contractor Email: _____
13. Have you included all attachments required for your project?

☐ **Site Plan** showing location & dimensions of improvements
☐ **FAA 7460-1** Approval
☐ **State Fire Marshal Approval** (Fuel Tank Installation)

14. **Applicant Signature** _____ Date: _____
*(Must be signed by Tiedown Permittee)*

**FAI STAFF REVIEW** BP No. _____ Date Logged In: _____ Initials: _____

| Section | Reviewer | Date | Comments |
|---|---|---|---|
| Leasing | | | |
| Maintenance | | | |
| Operations | | | |
| Engineering | | | |
| Police & Fire | | | |
| Environmental | | | |
| Safety | | | |

**APPROVAL/REJECTION**

☐ PERMIT REJECTED REASON:_____

☐ PERMIT APPROVED ONLY FOR ITEMS CHECKED:

☐ Complete Building ☐ Building Modification ☐ Mechanical/Utilities

SPECIAL CONDITIONS: _____

Authorizing Officer: _____ Title: _____ Date: _____

Airport Manager: _____ Date: _____

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# TIEDOWN BUILDING PERMIT APPLICATION

## SUPPLEMENTAL INFORMATION

In order to verify that all applicable attachments are supplied and all regulatory and FAI requirements are fulfilled, applicants must carefully review all supplemental information. Completed applications can be sent to: Airport Administration Office, Attn: Building Permit Coordinator, 6450 Airport Way, Suite 1, Fairbanks, AK 99709, or email to: fai.tiedowns@alaska.gov.

********INCOMPLETE PERMIT APPLICATIONS CANNOT BE PROCESSED********

- ✓ The Airport Tiedown Building Permit consists of the approved Airport Tiedown Building Permit Application, its Attachments, and applicable requirements of the Permittee's agreement.
- ✓ Construction must be accomplished in accordance with all applicable local, State, and national codes and is the responsibility of the applicant. State approval of this permit does not imply that the Permittee has met all such requirements, nor does it represent an adequacy analysis of the Permittee's proposed structural designs or conformance with the Americans with Disabilities Act.
- ✓ A **Notice To Proceed** letter/email shall be obtained from FAI before commencing **ANY** on-site construction activity.
- ✓ After an Airport Tiedown Building Permit has been approved, the Permittee must post a copy of permit in a conspicuous location at construction site, preferably under a clear plastic cover to protect from damage.
- ✓ Deviations from approved construction plans in this permit must have prior written approval of the State.
- ✓ Unless on-site construction activity has commenced, this permit expires one year after the Airport Manager's date of signature unless noted otherwise in the Special Conditions.

☐ **Site Plans**

Site Plans should be drawn to scale and include: dimensions of all proposed improvements such as buildings, tanks, parking areas, and fences; locations of snow-storage area, layout of aircraft, vehicle, and equipment parking; and distances to lot lines and existing structures. Site Plans can be delivered as PDF files on electronic media.

☐ **FAA Approval**

According to Federal Aviation Administration 14 CFR Part 77.9 Construction or alteration requiring notice: Any structure on a public use airport requires FAA Form 7460-1 (Notice of Proposed Construction or Alteration), with the FAA at least 45 days prior to beginning construction. Notices can be filed electronically at https://oeaaa.faa.gov/oeaaa/oe3a/main/#/home. The FAA will conduct an airspace study and issue a Determination Letter.

☐ **Fire Marshal Approval**

According to Alaska Administrative Code 17 AAC 42.055. Fueling operations and fuel storage, permittees shall conduct fueling operations and fuel storage on airport property consistent with State fire codes and other applicable law. **Applicants are required to obtain State Fire Marshal approval for installation of fuel tanks at Fairbanks International Airport.** Contact the Northern Regional Office at 1979 Peger Road, Fairbanks, Alaska 99701, telephone number 907.451.5200.

**Tiedown Permittees with fuel tanks**:

- Shall use the tank in a safe, nonleaking manner
- Shall maintain spill prevention and response capability readily accessible to site where fuel is dispensed or stored
- Shall immediately report uncontrollable spills and spills in excess of 10 gallons or more to Airport Dispatch at 907-474-2530
  **AND** notify the Alaska Department of Environmental Conservation (ADEC) at 907-451-2121
  **AND** immediately repair any fuel leak

**Float Docks** made of inorganic materials tend to be damaged by waterborne mammals. To reduce damage and subsequent Foreign Object Debris (FOD), it is highly recommended that portions of dock be made of inorganic material, covered in 3/4-inch wire mesh.

**Vegetation**

The State reserves the right to require the Tiedown Permittees to remove any hazardous vegetation and/or structures on a time frame the State determines meets the urgency of current condition. If Tiedown Permittee cannot remove the vegetation/structure(s) within time frame required, the State will remove the vegetation/structure(s) at the Permittee's expense.

**CONSTRUCTION ON A STATE AIRPORT WITHOUT WRITTEN STATE AUTHORIZATION IS PROHIBITED.**