

LETTER OF AGREEMENT

Effective: 09/01/2021

SUBJECT: Fixed Site Operational Area Agreement

- 1. PURPOSE.** This Letter of Agreement establishes and defines the agreement between the DuPage Air Traffic Control Tower located at the DuPage County airport, 2710 International Blvd, West Chicago, IL 60185 and Suburban RC Barnstormers Aero Club (AMA#0640), a chartered club of the Academy of Model Aeronautics, regarding the responsibilities, limitations and procedures for operating UAS at the Suburban RC Barnstormers Flying Fields located at Pratt's Wayne Woods Model Airplane Field, South Elgin, IL 60177 (41°58'29.8"N 88°15'25.4"W) and Kress Creek Farms Park Flying Field, 1690 Joliet St, West Chicago, IL 60185 (41°51'32.0"N 88°12'20.6"W)
- 2. CANCELLATION:**
 - a. This agreement may be cancelled or terminated by either party upon giving 30 days advance written notice to the other party.
 - b. The FAA may immediately terminate or suspend flight operations/this agreement, if the safety of persons or property is compromised or there is a violation of the terms of this agreement.
- 3. SCOPE.** The procedures outlined herein are for the safe operation of UAS within the Club's fixed flying sites of approved UAS operations located at the Pratt's Wayne Woods Model Airplane Field, South Elgin, IL 60177 (41°58'29.8"N 88°15'25.4"W) and Kress Creek Farms Park, 1690 Joliet St, West Chicago, IL 60185 (41°51'32.0"N 88°12'20.6"W)
- 4. DEFINITIONS.** Letter of Agreement (hereafter known as "LOA"), DuPage Air Traffic Control Tower (hereafter known as "ATC"), Suburban RC Barnstormers Aero Club (AMA#0640) (hereafter known as "The Club"), Unmanned Aircraft Systems (hereafter known as "UAS"), Pratt's Wayne Woods Model Airplane Field, South Elgin, IL 60177 (41°58'29.8"N 88°15'25.4"W) (hereafter known as "Flying Field A"(AMA#0640A)) and Kress Creek Farms Park, 1690 Joliet St, West Chicago, IL 60185 (41°51'32.0"N 88°12'20.6"W) (hereafter known as "Flying Field B"(AMA#0640B)).
- 5. RESPONSIBILITIES.** The Club is solely responsible for club members operating UAS at the Flying Field(s) operational areas. The Club must ensure that all club members flying UAS at the Flying Field(s) are familiar with the procedures in this agreement. The Club is responsible for distribution of this LOA to club members and must operate in accordance with Section 349 of Public Law 115-254 of the FAA Reauthorization Act of 2018 and all Federal Laws and regulations in regard to operation of UAS.

The Club agrees to the following:

- a. ATC and The Club agree to maintain open communications and operate in good faith in regard to operation of UAS and this LOA.

- b. The Club recognizes that its members are operating UAS within ATC's controlled class D airspace and operation of UAS is conditional upon ATC approval.
- c. The Club will be responsible for ensuring that its members and guests are operating DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control Aero Club (AMA club #0640).

all UAS in accordance with the AMA Safety Code contained in AMA Document 105 (Attachment 1 or view latest version at www.modelaircraft.org/files/105.pdf) and also the AMA See and Avoid Guidance contained in Document 540-D (Attachment 2 or view latest version at www.modelaircraft.org/files/540-D.pdf).

- d. The Club shall ensure Club Members and UAS in operation at the Flying Fields have been registered with the FAA at <https://faadronezone.faa.gov>, all UAS are properly labeled with the UAS Owners FAA issued UAS certificate number and operate in accordance with all Federal Laws and regulations in regard to operation of any UAS. (see resources attachment 6)
- e. The Club will provide ATC with a list of primary contacts (Club president, vice president and officers) phone numbers (Attachment 3), in addition to an authorized Club representative signature on this LOA. Changes to Club officers contact numbers should be forwarded to ATC ASAP. Email contact list changes to AJT-DPA-ATM@faa.gov.

6. PROCEDURES:

- a. Permissible hours of UAS operations at the Flying Fields are from sunrise until sunset DAILY.
- b. UAS must remain within 1000ft of the geographical center of the Flying Fields and remain at or below 400'AGL at all times. (See Attachment 4 & 5) and conform to all current federal, state, and local governmental laws and regulations.
- c. Night flying (flying outside of permissible hours) is **NOT** permitted.
- d. Local agreements with Cities, Park Districts, neighbors, landowners etc. may further restrict The Club from UAS operations at the Flying Fields but other agreements may not contradict or lessen our agreed upon terms of permissible flying.
- e. The Club does not need to inform ATC at the DuPage County Airport Air Traffic Control Tower prior conducting UAS operations at the Flying Fields if these procedures are followed as Flying Fields are considered active sunrise until sunset.
- f. The Club must immediately notify ATC at 630-587-7823 in the event of a lost link, fly-away or operational area spill-out that may affect manned aircraft operations.

7. TERMS OF AGREEMENT: The Agreement will become effective on 09/01/2021 and shall remain effective until further advised or until The Club provides written notice to terminate this Letter of Agreement or the FAA / Federal Law terminates said agreement.

DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control Aero Club (AMA club #0640).

Christopher Robinson, Air Traffic Manager
DuPage ATCT
2710 International Dr.
West Chicago, IL 60185
630-587-7817
630-587-7823 ATCT
AJT-DPA-ATM@faa.gov

Hector Rivera, President AMA club #0640
158 Raven Lane
Blooming Dale, IL 60108
630-439-6016
president@suburbanrcbarnstormers.com

Ron Wolflick: 630-650-6172
Safety Officer AMA Club #0640
safety@suburbanrcbarnstormers.com
DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control
Aero Club (AMA club #0640).

ATTACHMENT 1:

Academy of Model Aeronautics National Model Aircraft Safety Code

Effective January 1, 2018

A model aircraft is a non-human-carrying device capable of sustained flight within visual line of sight of the pilot or spotter(s). It may not exceed limitations of this code and is intended exclusively for sport, recreation, education and/or competition. All model flights must be conducted in accordance with this safety code and related AMA guidelines, any additional rules specific to the flying site, as well as all applicable laws and regulations.

As an AMA member I agree:

- I will not fly a model aircraft in a careless or reckless manner.
- I will not interfere with and will yield the right of way to all human-carrying aircraft using AMA's *See and Avoid Guidance* and a spotter when appropriate.
- I will not operate any model aircraft while I am under the influence of alcohol or any drug that could adversely affect my ability to safely control the model.
- I will avoid flying directly over unprotected people, moving vehicles, and occupied structures.
- I will fly Free Flight (FF) and Control Line (CL) models in compliance with AMA's safety programming.
- I will maintain visual contact of an RC model aircraft without enhancement other than corrective lenses prescribed to me. When using an advanced flight system, such as an autopilot, or flying First-Person View (FPV), I will comply with AMA's Advanced Flight System programming.
- I will only fly models weighing more than 55 pounds, including fuel, if certified through AMA's Large Model Airplane Program.
- I will only fly a turbine-powered model aircraft in compliance with AMA's Gas Turbine Program.
- I will not fly a powered model outdoors closer than 25 feet to any individual, except for myself or my helper(s) located at the flightline, unless I am taking off and landing, or as otherwise provided in AMA's *Competition Regulation*.
- I will use an established safety line to separate all model aircraft operations from spectators and bystanders.

For a complete copy of AMA's Safety Handbook please visit:
www.modelaircraft.org/files/100.pdf

DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control Aero Club (AMA club #0640).

ATTACHMENT 2:



“SEE AND AVOID” GUIDANCE

A. General:

1. The primary means to avoid collisions between all aircraft flying within our National Airspace System (NAS) is “See and Avoid.”
2. Vigilance must be maintained by each person operating an aircraft (whether model or manned) so as to “see and avoid” other aircraft.
3. Model aircraft must avoid manned aircraft. Our privilege to fly model aircraft in the NAS depends on our commitment to remain “well clear” of manned aircraft.
4. Simply avoiding an actual collision is not enough. A “near miss” is not acceptable.
5. Unless flying at a mixed-use site where manned and model aircraft routinely share airspace through their own site-specific rules, model aircraft must fly sufficiently far away from manned aircraft so as not to create a collision hazard.
6. Model aircraft flying must not only be safe, it must be perceived to be safe by the greater manned aviation community. Modelers must continually demonstrate their respect for the safety of manned aircraft by remaining vigilant and well clear.
7. Whenever a potential conflict arises between model aircraft and manned aircraft, the pilot of the model aircraft must always give way to the manned aircraft.
8. The pilot of a model aircraft must never assume the pilot of a manned aircraft can see the model or will perform any maneuver to avoid the model’s flight path.
9. Visual Line of Sight is required by the AMA Safety Guidelines. It means that visual contact with the aircraft must be maintained without enhancement other than by corrective lenses prescribed for the model aircraft pilot. All RC flying must remain clear of clouds smoke or any other obstruction to the line of sight.
10. “Blue Sky” is a term used to explain the method used to increase separation between a model and a manned aircraft in the same vicinity. The modeler should maneuver the aircraft in such a way as to increase the amount of blue sky perceived between the model and the manned aircraft. By increasing the blue sky separation, the question about depth perception is taken out of the equation and the modeler need not worry whether the model is closer to him than the manned aircraft or further away. Increasing the blue sky between the model and the manned aircraft automatically increases separation between them.

Academy of Model Aeronautics 5161 East Memorial Drive Muncie, Indiana 47302
(800) 435-9262 | Membership Services | www.modelaircraft.org

DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control Aero Club (AMA club #0640).

Academy of Model Aeronautics

5161 East Memorial Drive Muncie, Indiana 47302
(800) 435-9262 – Membership Services
www.modelaircraft.org



11. A modeler should never place any consideration for the well-being of the model aircraft above the safety of manned aircraft. Maneuvering to avoid the conflict may require that the model aircraft be sacrificed.

12. Free flight models should not be launched with relatively low altitude manned aircraft in sight and downwind or headed downwind from the launch site.

B. Spotters:

1. Before a flight, the pilot must insure that the spotter understands his/her duties and expectations.

2. A spotter should be used to assist in monitoring the surrounding airspace for manned aircraft whenever a flight is expected to exceed 400 feet above the ground and that operation is expected to be in proximity to known manned aircraft traffic such as at a mixed-use facility or within three miles of an airport. The spotter must have sufficient visual acuity and be mature enough to take this responsibility very seriously.

3. A spotter should also be prepared to assist his/her pilot in the event that another model aircraft or spectators become endangered or in turn are perceived to be a danger to the pilot or the pilot's model aircraft.

4. If a model aircraft pilot experiences what he or she considers a near miss with a manned aircraft, that model aircraft pilot should notify AMA Headquarters with a written report of the incident, including action taken by the model aircraft pilot to avoid the manned aircraft. This report is intended to help the modeler, the club, and the AMA capture as much detail as possible so that it may be used to assist all parties in recalling the particulars of the incident at a later time. Call 1-800-435-9262 (1-800-IFLYAMA) extension 230 or 251 for assistance with this report.

Academy of Model Aeronautics 5161 East Memorial Drive Muncie, Indiana 47302
(800) 435-9262 | Membership Services | www.modelaircraft.org

For a complete copy of AMA's Safety Handbook please visit:
www.modelaircraft.org/files/100.pdf

Club (AMA club #0640).

ATTACHMENT 3:

CLUB PRIMARY CONTACT LIST

CLUB POSITION AND NAME PHONE NUMBER

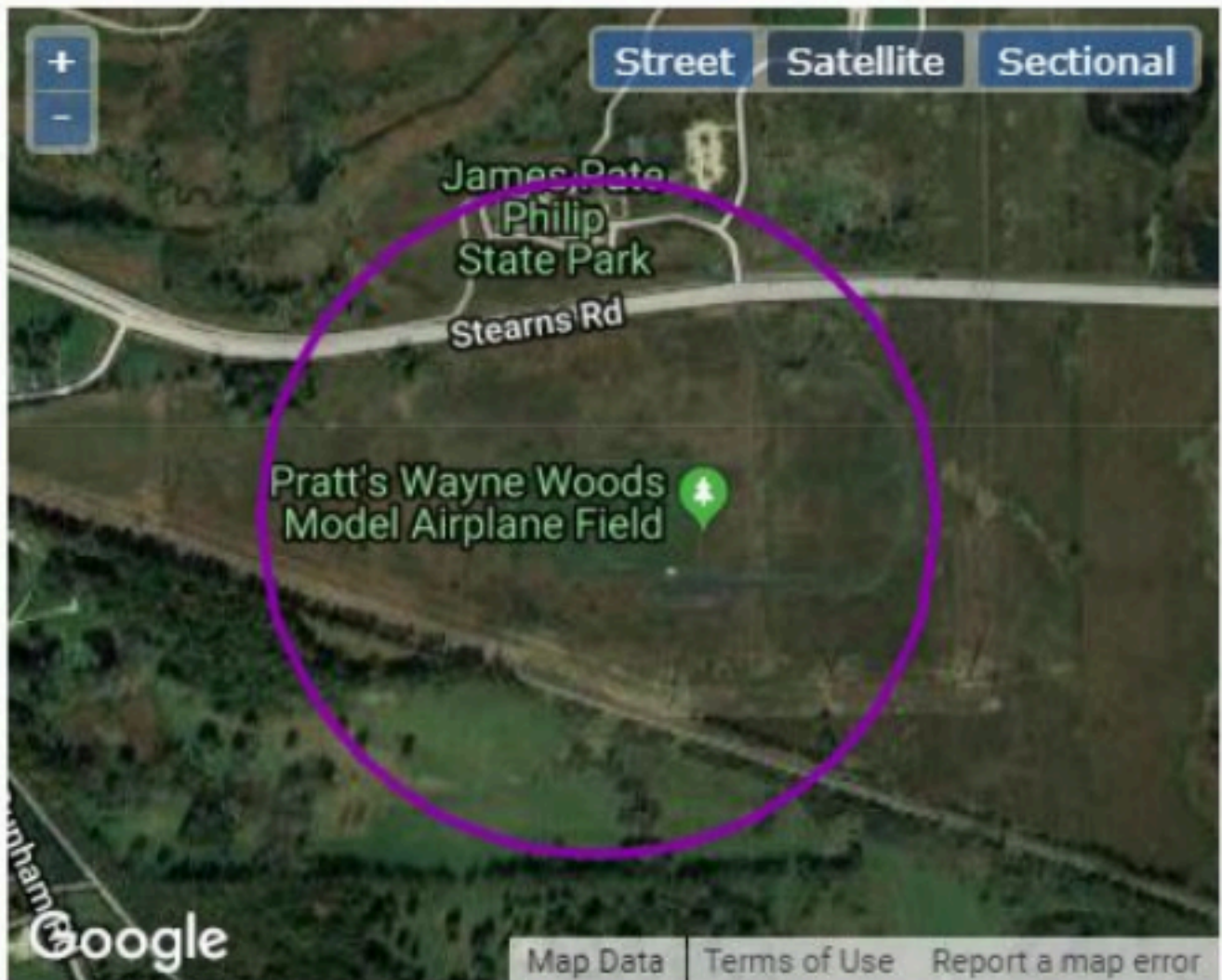
DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control Aero Club (AMA club #0640).

ATTACHMENT 4:

Pratt's Wayne Woods Model Airplane Field (Flying Field A (AMA#0640A))
(41°58'29.8"N 88°15'25.4"W) Satellite View.

UAS must remain within 1000ft of the geographical center of the Flying Fields and remain at or below 400' AGL at all times.

UOA Location



OK

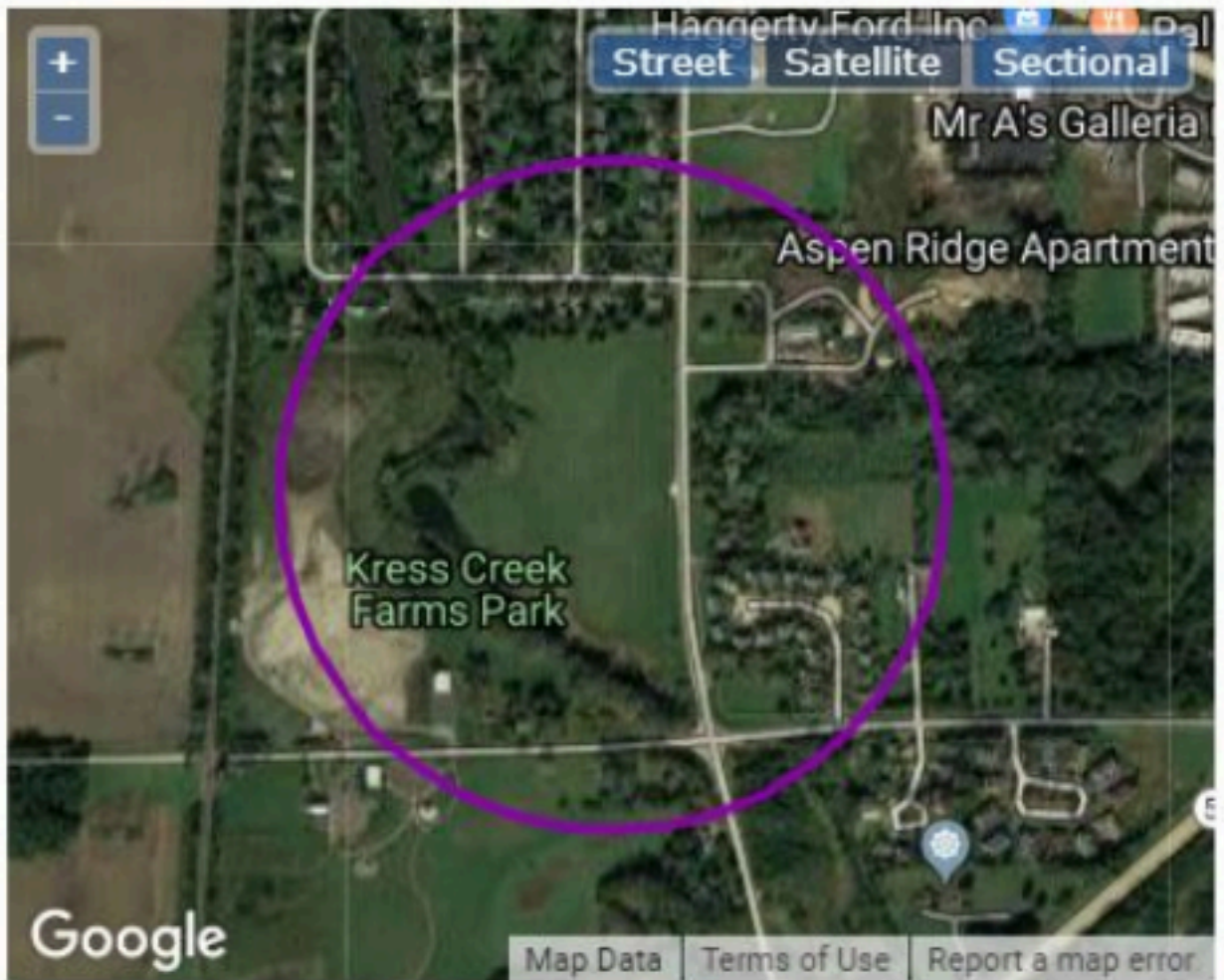
DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control Aero Club (AMA club #0640).

ATTACHMENT 5:

Kress Creek Farms Park Flying Field (Flying Field B ((AMA#0640B))
(41°51'32.0"N 88°12'20.6"W) Satellite View.

UAS must remain within 1000ft of the geographical center of the Flying Fields and remain at or below 400' AGL at all times.

UOA Location



OK

DuPage Airport FAA Airport Traffic Control Tower and Suburban RC Barnstormers Remote Control Aero Club (AMA club #0640).

ATTACHMENT 6:

Informational Resources

<https://www.1800wxbrief.com>

<https://faadronezone.faa.gov>

<https://www.faa.gov/uas/>

https://www.faa.gov/uas/recreational_fliers/

<https://www.modelaircraft.org/documents>



**Federal Aviation
Administration**

Small UAS Certificate of Registration

CERTIFICATE HOLDER: [REDACTED]

UAS CERTIFICATE NUMBER: [REDACTED]

ISSUED: **12/21/2015** EXPIRES: **12/21/2018**

For U.S. citizens, permanent residents, and certain non-citizen U.S. corporations, this document constitutes a Certificate of Registration. For all others, this document represents a recognition of ownership.

For all holders, for all operations other than as a model aircraft under sec. 336 of Pub. L. 112-95, additional safety authority from FAA and economic authority from DOT may be required.

Safety guidelines for flying your unmanned aircraft:

- Fly below 400 feet
- Never fly near other aircraft
- Keep your UAS within visual line of sight
- Keep away from emergency responders
- Never fly over stadiums, sports events or groups of people
- Never fly under the influence of drugs or alcohol
- Never fly within 5 miles of an airport without first contacting air traffic control and airport authorities