

Building A New Hangar

Guidance On How The Process Works

The Helena Regional Airport Authority has a variety of sites available for lease on which you can build your own hangar and/or aeronautical business. Sites that can accommodate various sizes of buildings and aircraft access are available. The Helena Regional Airport is a great place to base an aeronautical business or to keep your private aircraft.

Helena has three paved runways: 09/27 (9,000' X 150') 05/23 (4,644' X 75'), and 16/34 (2,989' X 75'). There is also a 1,500-foot maintained *turf infield runway* parallel to 09/27. One full-service FBO, a self-service fueling station, and three aircraft repair shops are located on the field. Helena is served by a Federal Aviation Administration Air Traffic Control Tower and the field is capable of handling instrument approaches on Runway 09/27. The entire airfield is lighted for nighttime operations.

The following information is designed to guide you through the process of developing a hangar and/or aeronautical business.

Approval Process – How To Get Started

Step 1 It is best if you have a specific plan regarding what you intend to do. This will help the Airport to work with you to find the most suitable site.

Step 2 Once you have selected a site, you are required to submit a proposal outlining your intent of the hangar use and/or business, along with a proposed layout plan of the site. This proposal must be submitted for approval by the Airport Authority (meets regularly the third Tuesday of each month). The Airport Authority must approve all developments prior to beginning construction. Your proposal should contain all the elements required in the application section listed in the *Airport Minimum Standards* which is included with this packet. There are application requirements for each type of private hangar or business venture, so be sure to identify the set of requirements that covers your intentions.

Step 3 Once the Airport has notified you in writing that your proposal has been approved, you will need to submit your building plans to the City of Helena or State of Montana (depending on location of your lot, as the Airport contains both City and non-City property) to obtain a building permit(s). You must also provide the Airport with a copy of your proposed building plans. **Note: when designing a structure, you must adhere to the *Minimum Construction Standards For Aircraft Hangars*, contained in this packet.**

City of Helena Building Department (406)-447-8437

State of Montana (for property not located in City Limits) (406)-841-2059

Step 4 After all required building permits have been obtained, you need to notify the Airport of this approval and enter into a Ground Lease Agreement with the Airport. The ground lease rate for Fiscal Year 2007 is \$0.1322 per square foot for a building footprint. This cost may increase annually, based on economic factors such as inflation, CPI, etc. Contact the Airport for more information.

Step 5 Once a lease has been signed, you must contact the Airport Public Safety Department at (406) 439-2821 to obtain an Airport Identification Badge and gate card(s) or key(s) to access the Airport perimeter.

Step 6 Upon the completion of Steps 1 through 5, you may begin construction. Please adhere to the section on construction standards in the *Minimum Construction Standards For Aircraft Hangars* document in this packet while constructing your building.

The Helena Regional Airport Authority appreciates your interest in becoming a tenant at our Airport. If you have any questions, please contact the Airport Administration Office at (406)-442-2821, or stop by our offices located on the second floor of the Terminal Building.

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