

## LETTER OF AGREEMENT

EFFECTIVE: March 15, 2024

SUBJECT: Balloon Flight Operations/Procedures in Colorado Springs, CO Class C Airspace

**1. PURPOSE AND SCOPE:** To establish notification procedures between representatives of balloon festivals and balloon operators and the Colorado Springs (COS) Airport Traffic Control Tower (ATCT) and to authorize deviations, subject to certain conditions, from 14 CFR §§ 91.130, 91.215, and 91.225, for balloon operators seeking to operate in COS Class C airspace.

**2. CANCELLATION:** Letter of Agreement (LOA), same subject, dated April 1, 2023.

**3. PARTIES TO THIS AGREEMENT:** The FAA must require each balloon operator seeking to operate under the procedures and conditions herein to sign this Agreement unless the signatory is a balloon festival or association/society representative. A balloon festival or association/society representative may sign this Agreement on behalf of those operators participating in the festival or on behalf of its members if:

- a. The balloon festival representative submits to the COS ATCT the names of those participating operators prior to the festival.
- b. The balloon association/society submits to the COS ATCT the names of its members who have requested in writing to operate under this Agreement along with their written attestation that they are knowledgeable and must adhere to the notification procedures and deviation conditions herein.

**4. RESPONSIBILITIES:** Any person who is party to this Agreement is responsible for ensuring that they, or in the case of a balloon festival or association/society representative, their participants, or members as identified pursuant to Section 3. are knowledgeable and adhere to the notification procedures and deviation conditions contained herein.

***NOTE:** Regardless of the deviations authorized by this LOA, a balloon festival representative is still responsible for contacting Flight Standards to obtain any necessary waivers of the sections listed in § 91.905 prior to the event.*

### **5. PROCEDURES & CONDITIONS:**

a. Notification Procedures:

(1) If ten (10) or more balloon operators intend to operate as a group at any one time, a representative of the balloon festival or balloon operator(s) that is a party to this Agreement must contact COS ATCT via phone at (719) 380-6725 no later than one hour prior to commencement of operation for coordination purposes and provide COS ATCT with the following information:

- (a) A list of all participating aircraft and operators.

(b) Each balloon's registration (N) number.

(c) Each operator's:

1) Name.

2) Airman Certificate Number.

(d) Expected launch time and location.

(e) Designated "flight lead balloon" whose operator must ensure that participating balloons comply with this Agreement. The flight lead balloon must notify COS ATCT immediately of any distress, emergency, or LOA non-compliance issues.

(f) Expected duration of operations.

(g) Expected altitudes of operations.

(h) Expected drift or float directions.

(2) The representative must keep the information required under 5.a.(1)(a)-(h) current and must email any updates to the following email address: [frank.h.spangler@faa.gov](mailto:frank.h.spangler@faa.gov).

b. 14 CFR § 91.130: Pursuant to its authority to authorize deviations under 14 CFR § 91.130(a) and (e), COS ATCT authorizes balloon operators that are party to this Agreement as well as operators identified in Section 3. by a balloon festival or association/society representative that is party to this Agreement to operate in COS Class C airspace without establishing communication prior to entering the airspace as required by § 91.130(c) unless any part of the flight occurs East of Academy Blvd. In that case, the balloon operator must monitor COS ATCT on 119.9 MHz and be prepared to respond to communications (see Attachment 2).

c. 14 CFR § 91.225: Pursuant to its authority to authorize deviations under 14 CFR § 91.225(b) and (g)(2), COS ATCT authorizes balloon operators that are party to this Agreement as well as operators identified in Section 3. by a balloon festival or association/society representative that is party to this Agreement to operate in COS Class C airspace without ADS-B Out equipment.

***NOTE:*** Any operator who is not party to this Agreement or not identified in Section 3. by a balloon festival or association/society representative who is party to this Agreement must comply with § 91.225. An operator may seek a deviation under § 91.225(g)(2) by contacting COS ATCT via phone at: (719) 380-6725 at least one hour prior to the start of the operation.

d. 14 CFR § 91.215: Pursuant to its authority to authorize deviations under 14 CFR § 91.215(b) and (d)(3), COS ATCT authorizes balloon operators that are party to this Agreement as well as operators identified in Section 3. by a balloon festival or association/society representative that is party to this Agreement to operate in COS Class C airspace without ATC Transponder and Altitude Reporting equipment.

*NOTE: Any operator who is not party to this Agreement or not identified in Section 3. by a balloon festival or association/society representative who is party to this Agreement must comply with § 91.215. An operator may seek a deviation under § 91.215(d)(3) by contacting COS ATCT via phone at: (719) 380-6725 at least one hour prior to the start of the operation.*

**6. ATTACHMENTS:**

- a. Attachment 1: Colorado Springs Municipal Airport Class C Airspace.
- b. Attachment 2: East/West Radio Monitoring Requirements.

*Frank H Spangler*

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Frank Spangler  
Air Traffic Manager  
Colorado Springs ATCT

*JB*

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Jeff Buesing  
Ballooning Society of Pikes Peak  
Colorado Springs Labor Day Ltoff

ATTACHMENT 1

Colorado Springs Municipal Airport Class C Airspace



ATTACHMENT 2

East/West Radio Monitoring Requirements

