

CONTROLLED ACTIVITY ASSESSMENT

AIRPORTS ACT 1996 & AIRPORTS (PROTECTION OF AIRSPACE) REGULATIONS 2026

Obstructions in the vicinity of an airport have the potential to create air safety hazards and to seriously limit the airport's operations. The Airports Act 1996 defines any activity resulting in an intrusion into an airport's protected airspace to be a "controlled activity", and requires that controlled activities cannot be carried out without approval. Carrying out a controlled activity without approval is an offence under Section 183 of the Airports Act 1996. Further information is available on the Department of Infrastructure & Transport's website.

[Protection of airspace | Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts](#)

1. The applicant, developer or crane operator must complete this application form for any operation with the potential to affect the Archerfield Airport's protected airspace. The Airports (Protection of Airspace) Regulations 2026 differentiate between temporary and permanent intrusion into the airspace.
2. For temporary activities, any intrusions of protected airspace may be approved or refused by AAC after consultation with CASA and Airservices.
3. Any intrusions into primary airspace are considered a sensitive controlled activity and require a Permission to Apply prior to consultation with CASA and Airservices. AAC may approve or refuse the Permission to Apply, subject to the impact on airspace safety.
4. Permanent intrusion into protected airspace may only be approved or refused by the Department of Infrastructure and Transport, after consultation with CASA and Airservices.
5. The applicant must submit this assessment form at least **72 business hours*** prior to the proposed activity, by emailing to aac@archerfieldairport.com.au
6. When completed and approved by AAC, this form serves as your permit to operate a crane or erect a temporary structure in the vicinity of Archerfield Airport and is to be produced on demand.

* If proposed operations intrude into the airport's protected airspace, consultation with CASA and Airservices is required. Airservices assessment may take in average 3 weeks, followed by a CASA assessment. Notice of decision will be issued within 40 days, subject to all necessary information being provided.

APPLICANT DETAILS <i>(Organisation proposing to conduct the activity)</i>			
COMPANY NAME			
CONTACT PERSON		CONTACT NO.	
CONTACT EMAIL ADDRESS			
OPERATOR DETAILS <i>(Personnel who operates the equipment)</i>			
OPERATOR NAME			
CONTACT NO.			
DESCRIPTION OF CONTROLLED ACTIVITY			
PROPOSED ACTIVITY TYPE <i>(Concrete pump/boom, crane, EWP, etc.)</i>			
PURPOSE OF ACTIVITY			

SITE ADDRESS					
ACTIVITY COORDINATES (WGS 84 format) <i>Please provide location of activity or site map if coordinates not available</i>		LATITUDE		LONGITUDE	
MAX. PROPOSED OPERATING HEIGHT <i>(above ground level)</i>		METRES ABOVE GROUD LEVEL			
DATES OF OPERATION		WEEKDAYS OF OPERATION		HOURS OF OPERATION	

OFFICIAL USE ONLY								
OLS HEIGHT							M AHD	
RL (GROUND ELEVATION)							M AHD	
OBSTACLE HEIGHT (RL + Max Operating Height)				M AHD				FT AHD
DOES ACTIVITY PENETRATE OLS (OLS height – OBSTACLE height)	YES, ABOVE BY			M	NO, UNDER BY			M
				FT				
AFFECTED PRESCRIBED SURFACE								
PRIMARY SURFACES (Intrusion into the primary surface MUST undergo Stage 1)	Approach surface		Take-off surface		Transitional surface			
SECONDARY SURFACES	Inner Horizontal Surface		Conical surface		Outer Horizontal Surface			
DEPARTMENTS TO BE NOTIFIED	CASA		ASA		DITRDCA		DOD	
NOTAM TEXT								

STAGE 1 - PERMISSION TO APPLY			
AAC ASSESSMENT NO.			
APPLICATION IS	APPROVED TO BRING FORWARD		NOT APPROVED TO BRING FORWARD
ASSESSING OFFICER			DATE
COMMENTS:			

FINAL DECISION			
APPLICATION IS	APPROVED TO OPERATE		NOT APPROVED TO OPERATE
ASSESSING OFFICER			DATE
COMMENTS:			

Conditions

The following conditions apply to this approval: (delete any not applicable)

1. The equipment, crane, etc must not operate at night or in low visibility conditions unless a specific approval is issued.
2. The operator must be contactable by the airport at all times during the operation.
3. The operator must operate only within the times approved in this application.
4. _____
5. _____
6. _____
7. _____