

# Permits for Take-Off and Landing of an Unmanned Aircraft (UA)

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## Frequently Asked Questions (FAQs)

Unmanned aircraft (UA) are also commonly known as unmanned aerial vehicles (UAV), remote controlled aircraft, model aircraft, and drones.

### LEGAL REGULATIONS & POLICIES

- 1. Question: Which laws and regulations govern the use of unmanned aircraft (UA) in New York City?** Answer: Prior to July 21, 2023, section 10-126(c) of the New York City Administrative Code prohibited most take-off and landings of UA within New York City. The Department's new rule, 38 RCNY 24, creates a procedure by which the public may submit applications to launch and land UA, including drones, within the City.
- 2. Question: What does the new rule change?**  
Answer: Currently, individuals may only launch or land UA from locations designated by the Department of Transportation (DOT), or from specific [model aircraft fields](#) designated by the NYC Department of Parks and Recreation. The new rule allows the public to submit applications requesting additional locations within the City be temporarily designated for take-off or landing of UA and does not apply to take-offs and landings occurring within model aircraft fields.
- 3. Question: What do I need to before I submit an application?**  
Answer: Please see [38 RCNY 24 § 24-03\(b\)](#) for the application requirements.
- 4. Question: How do I submit an application to take-off or land a UA in the City?**  
Answer: Prospective applications may apply for a permit to launch and/or land UA within New York City on the [NYPD Unmanned Aircraft \(UA\) Application Portal](#).
- 5. Question: What is the timeline for the approval process for a UA public-use take-off/landing permit?**  
Answer: Applicants must submit a completed application at least 30 days in advance of the date of the first proposed take-off or landing, except under limited circumstances where the process may be expedited to 14 days. Applications are reviewed in the order in which they are received.  
Applications are eligible for the 14 day review process where the application **only** includes 1) proposed operators who have already been listed as an operator on at least one previously-issued UA take-off/landing permit within the past one-hundred and eighty (180) days, **and** 2) none of the previously issued permits were revoked for failure to comply with the terms and conditions of the permit, 38 RCNY 24, or other applicable laws or rules.
- 6. Question: Who may submit an application for a permit?**  
Answer: Individuals may submit an application on behalf of themselves, another person, or on behalf of a business, corporation, entity, etc. However, all applications must propose a UA operator who has obtained a Remote Pilot Certificate pursuant to Part 107 of Title 14 of the CFR. [Visit the FAA's website for more information](#).
- 7. Question: How much does the application cost?**  
Answer: The application has a \$150 non-refundable fee.
- 8. Question: How do I obtain a Remote Pilot Certificate?**  
Answer: [Visit the FAA's website for more information](#).

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- 9. Question: What is the penalty for use of a UA without a permit issued by NYC? What is the penalty for the misuse of UA?**

*Answer:* Operators that cause a UA to take-off or land without authorization may be subject to both criminal and civil penalties. Operators who act contrary to the terms of a validly-issued permit may be subject to civil penalties. Any operator found to be using UA in a reckless or dangerous manner may be subject additional criminal penalties.

- 10. Question: Are UA operators required to disclose or display their permit and purpose when asked?**

*Answer:* UA operators are required to have certain documents on hand and readily available for inspection upon request by law enforcement personnel, including the take-off/landing permit issued, a copy of the prerequisite insurance policy, documentation of FAA authorization to operate UA and any relevant waivers, and a government-issued photo ID.

- 11. Question: Should I include the City of New York as an Additional Insured on my insurance covered?**

*Answer:* Yes, you must include the City of New York as an Additional Insured, with the address 1 Police Plaza, New York, New York, 10038.

## FOR UA OPERATORS

- 12. Question: I need help after submitting my permit application. Who can I contact?**

*Answer:* For support after you have submitted a permit application, send an e-mail to [DronePermits@nypd.org](mailto:DronePermits@nypd.org).

- 13. Question: Does a take-off and landing permit allow me to block off the location listed on the permit?**

*Answer:* No. A UA take-off and landing permit alone does **not** constitute a reservation or grant exclusive use of the location listed on the permit. Operators must receive approval to enter or remain in private locations.

- 14. Question: The rule states I have to post notice where the UA is anticipated to capture or transmit still images, audio, or video. Is there a template for this notice?**

*Answer:* You may find a template on the [NYPD Unmanned Aircraft \(UA\) Application Portal](#).

- 15. Question: I need to reschedule a permit that I have already submitted or been granted. How can I reschedule?**

*Answer:* Permit applicants can send an e-mail to [DronePermits@nypd.org](mailto:DronePermits@nypd.org).

- 16. Question: I have already submitted a permit application for a flight, but I have new or updated information for consideration. How can I edit my permit application?**

*Answer:* Permit applicants can send an e-mail to [DronePermits@nypd.org](mailto:DronePermits@nypd.org).

- 17. Question: I believe my permit application has been denied wrongfully. How can I appeal the permit denial?**

*Answer:* Applicants who believe their permit application has been denied in error can log into their [NYPD Unmanned Aircraft \(UA\) Application Portal](#) account to get instructions for filing an appeal. The public can send an e-mail to [DronePermits@nypd.org](mailto:DronePermits@nypd.org).

- 18. Question: When can a permit be revoked?**

*Answer:* Every effort will be made to notify applicants whose permits have been revoked. However, it remains the responsibility of UA operators and applicants to check the status of their permit prior to launching or landing UA within New York City. UA permits may be revoked during emergency situations, or on the spot for

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improper use. Operators found to be using UA in a dangerous manner are subject to arrest for reckless endangerment.

**19. Question: My UA has crashed. What are my next steps?**

*Answer:* Call 911 to report accidents that result in physical injury or property damage. If you need assistance recovering a drone that landed or crashed on private or restricted property, call 911.

## SAFETY

**20. Question: How can I report a UA accident?**

*Answer:* Call 911 to report accidents or misuse of UA. Operators found to be using UA in a dangerous manner may be subject to arrest for reckless endangerment.

**21. Question: What should I do if a UA causes bodily injuries and/or property damage?**

*Answer:* All accidents involving UA, including accidents that result in physical injury or property damage, should be reported to 911. Additionally, members of the public are encouraged to call 911 to report accidents or misuse of drones.

**22. Question: What can I do if a UA is used to harass me?**

*Answer:* The rules do not allow for a UA to be used in the commission of a crime. Members of the public are encouraged to call 911 if they believe a UA is being used to harass, surveil, or is otherwise being used unlawfully.

**23. Question: Someone I know has footage obtained via a UA that is inappropriate or illegal. How can I report this?**

*Answer:* Members of the public are encouraged to call NYC Safe, the New York State Department of Homeland Security's hotline for suspicious activity, at 1-888-NYCSAFE to report the misuse of UA.

**24. Question: A UA has landed on my property. If no one has claimed it, how can I find the owner or operator?**

*Answer:* Call 911 to report accidents that result in physical injury or property damage. Otherwise, to report a found UA, contact the police precinct in the area where you found the UA.

**25. Question: How can I change the date on my application/permit in the event of inclement weather and/or unforeseen circumstances?**

*Answer:* Please note that all dates submitted on this application must also include potential dates requested for scheduling purposes as a result of cancellations for inclement weather, unforeseen circumstances, etc. Requests for date changes after submission will not be permitted.