



# COLORADO

## Parks and Wildlife

Department of Natural Resources  
Chatfield State Park  
11500 N. Roxborough Park Road  
Littleton, CO 80125  
P 303.791.7275 | F 303.791.1231

November 2, 2023

Dear Chatfield Balloonist;

Thank you for your interest in ballooning at Chatfield State Park. Please take the time to read this letter and enclosed packet of information carefully as some items have changed.

Included in this packet of information are: instructions on how to complete the permit, conditions of use, ballooning map for Chatfield State Park, and a Special Activity Agreement application form. Please review all information carefully. There is a \$30 administrative fee for all recreational hot air balloon permit applications

You may contact the park office or Balloon Port Association Officers with questions. Their contact information is provided at the end of this letter. This information can also be found online at <https://cpw.state.co.us/placestogo/parks/Chatfield/Pages/Special-Activity-Permit.aspx>.

Chatfield State Park is one of Colorado's busiest state parks, with over 2 million visitors annually. The park provides a multi-use recreational area with opportunities for hiking, biking, boating, camping, fishing, horseback riding, swimming, picnicking, off leash dog areas, dog training and of course, hot air ballooning.

Due to the high use of the park, permitting and management of special activities is required. The park receives hundreds of requests on an annual basis for a myriad of recreational activities. The park must manage those activities and enact conditions of use for groups to follow in order to ensure the safety of all our visitors and to protect the natural resources of the park.

Thank you for your cooperation in the balloon permitting process and in following the conditions of use set forth in your permit. Your collaboration assists us in fulfilling our agencies mission.

Sincerely,

Ben Vinci  
Operations Manager  
Chatfield State Park

### Balloon Port Association Officers

<b>Ken Tadolini</b> 303-936-0292 5075 W. Alaska Denver CO 80219 outlaw@rockymountainhotair.com	<b>David Hettich</b> 303-717-7196 7176 Willow St Centennial, CO 80112 dave.hettich@gmail.com
<b>Russell Buesing</b> 303-807-3093 7987 S. Clayton Cr Centennial CO 80122 rbuesing@comcast.net	<b>Curt Godlevsky</b> 303-898-6890 10644 Turtle Mountain Littleton, CO 80127 cgodlevsky@gmail.com



## 2024 BALLOONING PERMIT INSTRUCTIONS CHATFIELD STATE PARK

- 1) Please **read through ALL instructions** carefully before completing the permit.
- 2) Each Pilot must have a permit. No group or couples permits.
- 3) Complete all forms in their entirety and include all attachments (photo of balloon(s)) and payments.
- 4) All information is required. Incomplete forms or illegible forms will not be approved and will be returned to the submitting pilot.
- 5) Every permit must first be signed by a Chatfield Balloon Port Association Officer prior to submitting to Chatfield State Park. A list of officers is included in your information letter.
- 6) Signed and completed forms should be submitted to Chatfield State Park for review and approval.
- 7) All permits will be reviewed by the Chatfield State Park's Operations Manager or their designee.
- 8) A copy of the approved permit will be emailed to the pilot. The permit must be signed by the Operations Manager or their designee in order for it to be valid.
- 9) The original copy will be on file at the park office.
- 10) Each Pilot must carry a copy of the approved permit when flying in the park.
- 11) The permit expires on December 31<sup>st</sup> of the year it was issued.

# CHATFIELD STATE PARK SPECIAL ACTIVITIES AGREEMENT

## Ballooning

### CONDITIONS OF USE:

- 1) Balloon Pilots must have a current approved Chatfield State Park balloon permit before operating within Chatfield State Park. A copy must be kept on board the craft when in flight.
- 2) Changes to pilot or balloon information must be submitted to the Park's Operations Manager before continued use of the permit.
- 3) Balloonists wishing to operate commercially (providing balloon rides for a fee) must apply for a separate **Special Use Agreement (SUA)**. It is unlawful for a balloonist to charge a fee to a rider when operating within the boundaries of Chatfield State Park without an SUA in place. Contact the Park's Operations Manager for details on applying for an SUA.
- 4) Guest pilots, sponsored and accompanied by a permit holding pilot may fly at Chatfield State Park. A Guest Pilot form must be submitted to the park office and the park office notified **prior** to flight. See Guest Pilot information included in this packet. Sponsoring pilots are responsible for ensuring Guest Pilots know and adhere to all conditions.
- 5) All balloons flown must be FAA registered and clearly display registration numbers. The pilot agrees to abide by all FAA and Colorado Parks and Wildlife statutes and regulations while ballooning or involved in associated activities within Chatfield State Park.
- 6) Balloon Pilots must adhere to flying restrictions outlined in the Chatfield State Park Ballooning Map.
- 7) Balloon Pilots must avoid closures related to any active construction project except in emergency circumstances. Because these closures are variable the Ballooning Map will not be updated. Failure to avoid construction closures may result in the pilots permit to be revoked.
- 8) Hang glider and parachute drops from balloons are prohibited within Chatfield State Park.
- 9) A minimum altitude of 500 feet shall be maintained at all times over any person, vessel, vehicle or structure within the park.
- 10) Balloon pilots should avoid landing on any roadway within Chatfield State Park unless under emergency conditions. Balloon landings may not obstruct the flow of traffic or pose a danger to people, vehicles or interfere with any activities in the area. This includes bike paths.
- 11) Balloons may land in parking lots provided they do not obstruct the flow of traffic or pose a danger to people, vehicles or interfere with any activities in the area.
- 12) All vehicles entering the park must have a valid pass.
- 13) Only necessary launch vehicles are allowed on the balloon port field. Please move vehicles and trailers to designated parking areas when balloon launch operations are complete.

- 14) Balloons should be taken down in a manner that does not impede any motor vehicle access, bike access or other recreational activities.
- 15) Vehicles engaged in balloon recovery must be parked on the same side of the road, display their emergency flashers and may not impede traffic at any time.
- 16) Under no circumstances are any vehicles allowed off of designated roads, parking lots, or the balloon port field. Access off of the main park road or parking areas, including gated or chained areas, must receive permission from park personnel and may require an escort by park staff.
- 17) In case of an emergency, please call 911. If you need Ranger assistance and it is not an emergency, please call the park office. If there is no answer, please call the number below for Colorado State Patrol and ask them to contact a Chatfield State Park Ranger. Be prepared to provide detailed information.
  - a. Chatfield State Park office 303-791-7275
  - b. Colorado State Patrol (non-emergency) \*CSP
- 18) Additional important numbers include:
  - a. NOAA National Weather Service 303-494-4221, [www.nws.noaa.gov](http://www.nws.noaa.gov) radio frequency 162.55 MHZ
  - b. Centennial Airport (Arapahoe Co.) 303-790-0598
  - c. Rocky Mountain Metropolitan Airport (Jeff Co) 303-271-4850
- 19) The park staff reserves the right to close the park to any and all ballooning activities during special events or if circumstance exist that may cause a hazard to people or property.
- 20) A Ranger may contact pilots and request identifying information if above conditions are not being met or are in question.
- 21) Pilots, by signing your permit, you have indicated that you agree to abide by the conditions of use. All permits are subject to revocation.



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### 2024 BALLOONING PERMIT MONTGOLFIER LAUNCH SITE CHATFIELD STATE PARK

**PILOT INFORMATION:** (PLEASE PRINT CLEARLY)

Certified Pilot Name: \_\_\_\_\_

Pilot Certificate Number & Type: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone (H): \_\_\_\_\_ (Cell): \_\_\_\_\_

Email (please fill this out if you have an email address): \_\_\_\_\_

**EMERGENCY NOTIFICATION:** Name/Relation: \_\_\_\_\_

Address/City/State/Zip: \_\_\_\_\_

Phone (H): \_\_\_\_\_ (Cell): \_\_\_\_\_

**BALLOON (ENVELOPE) INFORMATION:** Color photo of each balloon must be attached

1. \_\_\_\_\_  
Manufacturer "N" Number

\_\_\_\_\_  
Balloon Description

2. \_\_\_\_\_  
Manufacturer "N" Number

\_\_\_\_\_  
Balloon Description

**CHASE VEHICLE INFORMATION:**

\_\_\_\_\_  
Year Make Model License Number

\_\_\_\_\_  
Year Make Model License Number



**GENERAL INFORMATION**

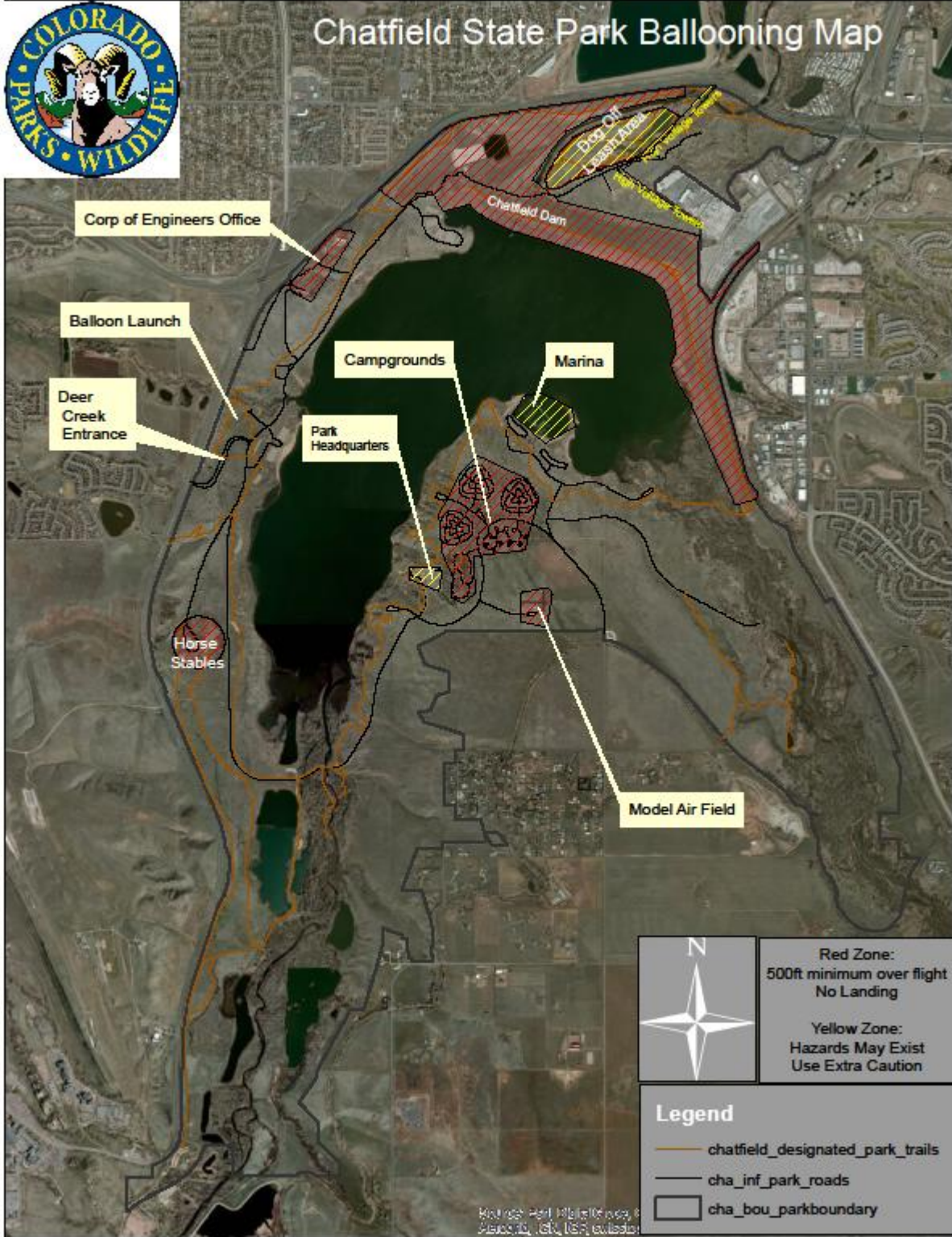
This permit is valid for one (1) calendar year and will expire on December 31 of the year issued. PERMITS MUST BE RENEWED EACH YEAR, regardless of the CBA membership class.

_____	_____
Pilot Signature	Date
_____	_____
Balloon Port Association Officer Name and Signature	Date
_____	_____
Park Official/Title	Date

**PERMIT MUST BE WITH PILOT WHILE FLYING**



# Chatfield State Park Ballooning Map







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### 2024 GUEST BALLOON PERMIT MONTGOLFIER LAUNCH SITE CHATFIELD STATE PARK

Completed forms must be submitted to the park office, **PRIOR** to the flight date. Guest permits are accepted Monday - Friday 8am-4pm and may be submitted either in person or by email [dnr\\_chatfield.park@state.co.us](mailto:dnr_chatfield.park@state.co.us).

Please complete the form in its entirety and submit a photo of the balloon you will be flying.

DATE:

FLIGHT DATE:

Sponsoring Pilot (must have a valid Chatfield permit):

Guest Pilot Name:

Guest Pilot Certificate Number:

Guest Balloon Registration Number:

Guest Balloon Description:

Transport Vehicle:

Make:

Model:

Color:

License Plate #:

State:

Chase Vehicle:

Make:

Model:

Color:

License Plate #:

State:

Guest Pilot Signature: \_\_\_\_\_

ATTACHMENTS:

PHOTO OF GUEST BALLOON

CPW Staff Signature: \_\_\_\_\_

Date: \_\_\_\_\_

