

<b>Drone Use Policy</b>	<b>8.80</b>
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*Adopted by Glenview Park Board of Commissioners February 26, 2015*

**Purpose:** To establish guidelines governing use of the Glenview Park District drone. In the event that federal, state or local laws, ordinances or regulations are modified so as to conflict with the current version of this Policy, any such modifications shall supersede conflicting provisions of this Policy.

**Definition:** The Federal Aviation Administration uses a broadly defined term of unmanned aerial vehicles (UAV) to define drones that range from large scale aircraft to remote controlled model aircraft and that have diverse purposes. The Glenview Park District drone is a multi-bladed remote control miniature helicopter device equipped with a camera. Its primary use will be to obtain aerial photographs and video of park district property and or activities not obtainable using regular photographic equipment.

### **Usage Restrictions**

- A. The park district drone shall be used for park district purposes only, including but not limited to, obtaining aerial views of park district construction sites, events, activities and topography of park district property. It shall not be used for or in conjunction with gathering of information by a law enforcement agency prohibited by Illinois Public Act 98-0569, effective 08-27-2013.
- B. The park district drone shall be limited to flying over park district owned or leased land only. It will not be used in a manner which would extend within private property near or adjacent to Park District property, except as may incidentally result from views at the edges of such Park District owned or leased lands for the purposes authorized above.
- C. The park district drone shall not be permitted to be loaned out under the Glenview Park District Equipment Use Policy. (4.29 Equipment Loan Policy)
- D. The park district drone shall only be operated by an experienced operator when flying over populated areas.
- E. The park district drone shall not be used to conduct surveillance on individuals or property.

### **Safety Regulations**

- A. The park district drone shall be restricted from flying higher than 400 feet above the ground, and in no event enter controlled air space without prior authorization by traffic control authorities.
- B. The park district drone must be flight tested and determined as airworthy prior to flying over populated areas.
- C. Prior to flying the drone within 5 miles of an airport (*i.e.*, O’Hare or Chicago Executive Airport, formerly “Palwaukee”), the park district shall notify the airport operator, or take such other reasonable steps to assure that the Park District drone will not conflict with landing or

departing air traffic.

### **Security of Equipment**

- A. The park district drone shall be stored in a secure area when not in use.
- B. No personal use of drones not owned by the Glenview Park District shall be authorized on or over district-owned or leased lands without prior express permission of the Park District. Such permission shall be granted or withheld on a case-by-case basis in the reasonable discretion of the District.