

CHANGE

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

**JO 7400.2P
CHG 3**

Air Traffic Organization Policy

Effective Date:
September 5, 2024

SUBJ: Procedures for Handling Airspace Matters

- 1. Purpose of This Change.** This change transmits revised pages to Federal Aviation Administration Order JO 7400.2P, Procedures for Handling Airspace Matters.
- 2. Audience.** This change applies to all Air Traffic Organization (ATO) personnel and anyone using ATO directives. This order also applies to all regional, service area, and field organizational elements involved in rulemaking and nonrulemaking actions associated with airspace allocation and utilization, obstruction evaluation, obstruction marking and lighting, airport airspace analysis, and the management of air navigation aids.
- 3. Where Can I Find This Change?** This change is available on the FAA website at http://faa.gov/air_traffic/publications and https://employees.faa.gov/tools_resources/orders_notices.
- 4. Explanation of Policy Change.** See the Explanation of Changes attachment that has editorial corrections and changes submitted through normal procedures.
- 5. Distribution.** This change is distributed electronically to all who subscribe to receive email notification through the FAA's website. All organizations are responsible for viewing, downloading, and subscribing to receive email notifications when changes occur to this order. Subscriptions to air traffic directives can be made through the Air Traffic Plans and Publications website at https://www.faa.gov/air_traffic/publications/ or directly via the following link: https://public.govdelivery.com/accounts/USAFAA/subscriber/new?topic_id=USAFAA_39.
- 6. Disposition of Transmittal.** Retain this transmittal until superseded by a new basic order.
- 7. Page Control Chart.** See the page control chart attachment.

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Explanation of Changes

Change 3

**Direct questions through appropriate facility/service center office staff
to the Office of Primary Interest (OPI).**

- a. 16-1-3. RESPONSIBILITIES**
- 16-1-4. SERVICE CENTER EVALUATION**
- 16-2-1. CRITERIA**
- 16-3-6. REVOKING CLASS C AIRSPACE**

This change incorporates procedures for recommending revocation of Class C airspace consistent with current processing of Class B airspace revocation actions.

b. Editorial Changes

Editorial changes include adding a note in paragraph 32-2-3 referring to a concurrently added Chapter 9 to FAA Order JO 7610.14, deleting an outdated reference to the Airport Safety Data Branch Office (AAS-330) in paragraph 11-2-1, and correcting a reference to FAA Order JO 7210.3 Chapter 11 to Chapter 12 in paragraph 15-2-5.

c. Entire Publication

Additional editorial/format changes were made where necessary. Revision bars were not used because of the insignificant nature of these changes.

**FAA Order JO 7400.2P
Change 3
Page Control Chart
September 5, 2024**

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Section 2. Processing of Airport Proposals By Regional Airports Offices

11-2-1. PROPOSALS

Airport proposals received by any FAA office must be forwarded to the appropriate Airports Office for initial processing and study.

NOTE-

Notification under Part 157 is not required for projects on Federally-assisted airports.

a. General. The Airports Office, after receipt of a proposal, will check the information submitted for correctness, clarity, completeness, and proper detail. The Airports office will verify critical data or require proponents to verify any data deemed critical. The proponent may need to be contacted if insufficient information is submitted or if significant errors appear in the submission. The Airports Office must maintain a record by list, map, or other method so that the status of new proposals may be easily correlated with existing airports, airports under construction, or other airport proposals.

b. Establishment of New Airports. Initial review concerning the proposed construction of new airports must include but is not limited to the following:

1. Determining conformance of the proposal with agency design criteria.
2. Identifying the objects that exceed the obstruction criteria of Part 77.
3. Anticipating the operational use of the airport, including the number and type of aeronautical operations and the number of based aircraft.
4. Ascertaining whether the airport is for private or public use.
5. Identifying runway and taxiway layout in relation to compass rose data, existing or proposed obstructions, or other airports.
6. Identifying known or anticipated controversial aspects of the proposal.
7. Identifying potential noise aspects.
8. Identifying possible conflict with airport improvement and/or development or other agency plans. The Airports Division, in the NRA proposal processing, will identify all seaplane bases that may be impacted by Part 157 proposals or other development on public use airports. If the airspace study reveals that a seaplane base is adversely impacted, the Airports Division will notify the seaplane base owner of the NRA proposal and the potential conflict.
9. Obtaining runway threshold coordinates and elevations.

c. Alteration of Existing Airports – The nature and magnitude of an existing airport alteration will determine the extent of processing and analysis required. Alteration, such as new runway construction, runway realignment projects, runway extension; runway upgrading, change in status, such as VFR to IFR use, and widening of runways or taxiway/ramp areas normally require the same type of processing and study as that required for new airport construction proposals.

d. Deactivation and Abandonment of Airports:

1. Airport owners/sponsors are required to notify the FAA concerning the deactivation, discontinued use, or abandonment of an airport, runway, landing strip, or associated taxiway. On partial or specific runway deactivation proposals, a description with a sketch or layout plan and the anticipated operational changes should be forwarded together with any other pertinent information needed to update agency records.

2. When it is believed that an airport is abandoned or unreported and appropriate notification has not been received, the Airports Office, after making a reasonable effort to obtain such notification, must advise the air

traffic office of the situation by memorandum. The memorandum should contain a statement that the airport is considered either abandoned or unreported. Forward a copy of the memorandum to the airport owner or sponsor and AIS.

e. Construction safety plans are received as appropriate for Airport Improvement Program requests for aid and the Airports Regional Capital Improvement Program.

f. Other Airport Notices – Occasionally, an airport owner/sponsor will make alterations or changes to the airport without filing notice in accordance with Part 157. Generally, this information will be obtained through the Airport Data and Information Portal (ADIP) and after the fact at <https://adip.faa.gov/agis/public>. From a legal standpoint, this constitutes notice to the FAA and appropriate action is necessary. The Airports Office must initiate a study of such information received in the same manner as if the notice had been received under Part 157 requirements.

11-2-2. AIRPORT LAYOUT PLANS (ALP)

ALPs generally show the location, character, dimensions, details of the airport, and the work to be done. The extent of information needed for any specific airport development will vary depending on the scope and character of the project, plus the anticipated role and category of the airport. Detailed information on the development of ALPs is contained in AC 150/5070-6, Airport Master Plans, and AC 150/5300-13, Airport Design.

a. Non-Federally Assisted Airports. Airports personnel will take into consideration an ALP or plan on file in developing a determination with reference to the safe and efficient use of airspace.

b. Federally Assisted Airports. Projects at Federally assisted airports require review based on considerations relating to the safe and efficient utilization of airspace, factors affecting the control of air traffic, conformance with FAA design criteria, and Federal grant assurances or conditions of a Federal property conveyance. The product of this review is derived from analysis of information supplied in the ALP. A formal or tentative determination may be given depending on the complexity of the proposal or the timing of the request. The review and subsequent determination must be made as expeditiously as possible to facilitate processing of the project request. Normally a project is not placed under grant nor Federal property conveyed until a favorable determination is made and the ALP approved.

c. Extent of Review. A review is normally required for all proposals involving new construction or relocation of runways, taxiways, ramp areas, holding or run-up apron projects, airport and runway lighting and marking, fire and rescue building locations, and other projects affecting, or potentially affecting, the movement of aircraft. At all public-use airports, projects which conform to a previously approved non-objectionable airport layout plan for the construction or resurfacing of existing airport paving, site preparation work, or paving to overlie existing unpaved landing strips may be omitted from the normal review process. For an airport that has a construction safety plan, the plan needs to undergo the review process with appropriate FAA offices (see AC 150/5370-2, Operational Safety On Airports During Construction).

11-2-3. NON-PART 157 PROPOSED CONSTRUCTION OR ALTERATION ON NON-OBLIGATED PUBLIC-USE AIRPORTS

Sponsors/proponents of non-Part 157 proposals for construction or alteration on public-use airports are required to file notice with the FAA in accordance with Part 77.13 (a)(5). The appropriate Airports Office will process these proposals in accordance with procedures established for Part 157 proposals. Generally, these proposals will be submitted on FAA Form 7460-1 along with appropriate drawings and necessary supporting documentation. The procedures contained in Part 2. of this order are not applicable to such proposals. However the information contained in Part 2. may be helpful to airports personnel in applying the obstructions standards of Sections 77.17, 77.19, 77.21, and 77.23.

11-2-4. FAA COORDINATION

Upon receipt of a Part 157 proposal or a change to an ALP, the appropriate Airports Office must assign an aeronautical study number, ensure that the proposal is complete and correct, review the proposal from an airport's

Section 2. Class B Airspace Planning

15-2-1. CRITERIA

a. The criteria for considering a given airport as a candidate for a Class B airspace designation is based primarily on the volume of aircraft at the airport being considered, and an assessment of the midair collision risk in the terminal area.

b. For a site to be considered as a Class B airspace candidate, the Class B designation must contribute to the safety and efficiency of operations, be necessary to correct a current situation that cannot be solved without a Class B designation, and meet the following criteria:

1. The airport being considered has a total airport operations count of at least 300,000 (of which at least 240,000 are air carriers and air taxi) and at least 5 million passengers enplaned annually; or

2. The airport being considered has a total airport operations count of more than 220,000 operations and will exceed 300,000 operations (of which 240,000 operations must be air carrier and air taxi) when the itinerant traffic count from (a) and (b) below are added, and at least 5 million passengers enplaned annually.

(a) 50% of the annual itinerant traffic count of any airport within 15 nautical miles (NM) from the airport being considered that has at least 15,000 annual itinerant operations, and

(b) 25% of the annual itinerant traffic count of any airport that is between 15 NM and 30 NM from the airport being considered that has at least 15,000 annual itinerant operations.

c. The Service Center must request a staff study to evaluate whether or not to revoke a primary airport's Class B airspace when that airport has not met the Class B airspace criteria for at least a five-year period and is projected to remain below those criteria for the next five years (See paragraph 15-3-6.).

d. These criteria are subject to periodic review by the Rules and Regulations Group and Service Centers to determine whether adjustments are required.

15-2-2. DESIGNATION

Class B airspace locations must include at least one primary airport around which the Class B airspace area is designated.

15-2-3. CONFIGURATION

a. General Design. There is no standard Class B design. Instead, the size and shape of the Class B airspace area will vary depending upon location-specific ATC operational and safety requirements. The Class B airspace design should be as simple as practical, with the number of sub-areas kept to a minimum.

1. Designers have the flexibility to use the configuration that best meets the purposes of reducing the midair collision potential and enhances the efficient use of airspace.

2. The lateral and vertical limits must be designed to contain the primary airport(s) instrument approach procedures once their track enters the Class B airspace and departure procedures until their track exits the Class B airspace.

3. Ensure that the design does not contain lateral or vertical gaps between adjacent airspace where VFR flight could pose increased hazards for Class B operations.

4. Avoid configurations that create "traps" or "dead-end" corridors for VFR aircraft attempting to navigate the area.

b. Lateral Boundaries. Boundaries may be defined using a variety of techniques such as latitude/longitude points, Fix/Radial/Distance references, NAVAIDs, alignment to coincide with prominent landmarks or terrain features (where feasible), etc.

1. The airspace should be centered on the airport reference point (ARP), an on-airport NAVAID, or a “point-of-origin” (defined by latitude/longitude coordinates), as dictated by local requirements.

2. The outer limits of the airspace should extend to the minimum distance necessary to provide containment of instrument procedures, including standard instrument departures (SID) to the point they depart Class B airspace, standard terminal arrival routes (STAR) from the point they enter Class B airspace, IAPs, and radar vectoring, but must not extend beyond 30 NM from the primary airport. This will ensure that the Class B boundaries remain within the 30 NM “Mode C and ADS-B Out Veil.” The boundaries should be designed considering operational needs, runway alignment, adjacent regulatory airspace, and adjacent airport traffic.

3. If a circular design is appropriate, the airspace may be configured in concentric circles to include a surface area and intermediate and outer shelf sub-areas. A combination of circular and linear boundaries may also be used, as required.

(a) The surface area should be designed based on operational needs, runway alignment, adjacent regulatory airspace, or adjacent airports, but must encompass, to the extent practicable, all final approach fixes.

(b) The intermediate and outer shelf sub-areas may be subdivided based on terrain and other regulatory airspace, but must contain instrument procedures.

c. Vertical Limits. The upper limit of the airspace should not exceed 10,000 feet MSL. However, high airport field elevation, adjacent high terrain, or operational factors may warrant a ceiling above 10,000 feet MSL.

1. The surface area extends from the surface to the upper limit of the Class B airspace. This area may be adjusted to coincide with runway alignment, adjacent airports, other regulatory airspace, etc., but must encompass, to the extent practicable, all final approach fixes and minimum altitudes at the final approach fix.

2. The altitude floors of sub-areas should step up with distance from the airport. Determination of sub-area floors should be predicated on instrument procedure climb/descent gradients to ensure containment of the procedures. Sub-area floors may be adjusted to have various floor altitudes considering terrain, adjacent regulatory airspace, and common vectored flight paths that are not on procedures.

3. Sub-area exclusions are permitted to accommodate adjacent regulatory airspace and/or terrain.

4. Different Class B altitude ceilings may be designated for specific sub-areas if there is an operational or airspace efficiency advantage, provided this would not cause pilot confusion or lead to inadvertent intrusions into, or excursions from, Class B airspace. Address the need for different altitude ceilings in the staff study.

d. Variations. Variation from the above lateral or vertical design guidance is permissible, but must be justified in the staff study and recommended by the Service Center.

e. Satellite Airports. When establishing Class B airspace floors, consider the adverse effect on satellite airport operations. When airspace directly over a satellite airport is not required, it should be excluded from the Class B airspace. Special published traffic patterns, and/or procedures may be required for satellite airports.

15-2-4. IFR TRANSITION ROUTES

If ATC operational factors and traffic permit, consider whether RNAV T-routes could be developed to guide transiting pilots to fly through, or navigate around, the Class B airspace area.

15-2-5. VFR CONSIDERATIONS

To the extent feasible, procedures must be developed to accommodate VFR aircraft desiring to transit the Class B airspace (See FAA Order JO 7210.3, Facility Operation and Administration, Chapter 12, National Programs). The following charts can assist pilots in identifying Class B boundaries and to transit or circumnavigate the area.

a. VFR Terminal Area Charts (TAC). TAC charts are published for most Class B airspace areas. They provide detailed information needed for flight within or in the vicinity of Class B airspace.

Chapter 16. Class C Airspace

Section 1. General

16-1-1. PURPOSE

Class C airspace areas are designed to improve aviation safety by reducing the risk of midair collisions in the terminal area and enhance the management of air traffic operations therein. Aircraft operating in these airspace areas are subject to certain operating rules and equipment requirements.

16-1-2. NONRULEMAKING ALTERNATIVES

Before initiating a Class C airspace proposal, determine if there are nonrulemaking alternatives that could resolve the operational issue(s). If nonrulemaking alternatives resolve the issue(s), no Class C rulemaking action is required.

16-1-3. RESPONSIBILITIES

a. The Rules and Regulations Group (AJV-P2) is responsible for oversight of the Class C airspace designation/modification/revocation process and issuance of all Notices of Proposed Rulemaking (NPRM) and final rules. The Rules and Regulations Group will provide assistance, as needed, to the Service Centers in developing Class C airspace proposals.

b. The Service Center is responsible for coordination to determine Class C airspace candidacy or the need for modifications or revocation of an existing area. As part of this responsibility, the Service Center must request a staff study be accomplished by the appropriate office and perform an analysis of the staff study. All Class C airspace establishment, modification, or revocation plans must be coordinated with the Rules and Regulations Group prior to any public announcement

16-1-4. SERVICE CENTER EVALUATION

a. Service Centers must biennially evaluate existing Class C airspace areas to determine if the area meets candidacy requirements, satisfies the intended purpose of reducing the potential for midair collision, and enhances the management of air traffic operations in the terminal area. Some suggested evaluation considerations include, but are not limited to:

1. The Class C standards in this chapter;
2. Airspace modeling results (PDARS, TARGETS, etc.);
3. Traffic Alert Collision Avoidance System – Resolution Advisories;
4. User feedback/controller input;
5. Safety reports (ATSAP, ASRS, etc.);
6. Significant changes in airport operations and/or terminal area traffic flows; and/or
7. Airport runway configuration changes.

b. The Service Center must document the biennial evaluation to the file, with an information copy of the evaluation sent to the Rules and Regulations Group. If the evaluation indicates that airspace modifications or revocation should be made, Service Centers must follow the applicable procedures in this order.

Section 2. Class C Airspace Planning

16-2-1. CRITERIA

a. The criteria for considering a given airport as a candidate for Class C designation is based on the volume of aircraft or number of enplaned passengers, the traffic density, and the type or nature of operations being conducted.

b. For a site to be considered as a candidate for Class C airspace designation, it must meet the following criteria:

1. The airport must be serviced by an operational airport traffic control tower and a radar approach control; and

2. One of the following applies:

(a) An annual instrument operations count of 75,000 at the primary airport.

(b) An annual instrument operations count of 100,000 at the primary and secondary airports.

(c) An annual count of 250,000 enplaned passengers at the primary airport.

3. Class C designation contributes to the efficiency and safety of operations and is necessary to correct a current situation or problem that cannot be solved without a Class C designation.

NOTE-

Operations counts are available from the Office of Aviation Policy and Plans, Statistics and Forecast Branch, APO-110. Enplaned passenger counts may be obtained by contacting the Office of Airport Planning and Programming, APP-1. Current validated counts are normally available in mid-October of the current year for the previous year.

c. The Service Center must request a staff study to evaluate whether or not to revoke a primary airport's Class C airspace when that airport has not met the Class C airspace criteria for at least a 5-year period and is projected to remain below those criteria for the next 5 years (see paragraph 16-3-6).

16-2-2. DESIGNATION

Class C airspace areas should be designated around a single primary airport.

16-2-3. CONFIGURATION

In general, airspace design identifies simplification and standardization of Class C airspace areas as prime requisites. Containment of instrument procedures within Class C airspace is not required. Lateral and vertical limits must be in accordance with the following, to the extent possible:

a. Lateral Limits. Class C airspace areas should initially be designed as two concentric circles centered on the airport reference point. The surface area should have a 5 NM radius, and the outer limits of the airspace area should not extend beyond a 10 NM radius. Wherever possible, use VOR radials and DME arcs to define the boundaries of the airspace and any of its sub-areas. It is important, however, that prominent visual landmarks also be considered to assist the VFR traffic preferring to remain clear of Class C airspace.

b. Vertical Limits. The ceiling of a Class C airspace should be 4,000 feet above the primary airport's field elevation. The surface area extends from the surface to the upper limit of the airspace. The floor of the airspace between the 5 and the 10 NM must extend from no lower than 1,200 feet AGL to the upper limit of the airspace.

c. Variations. Any variation from the lateral and vertical limits design guidance must be justified in the staff study and recommended by the Service Center. (The number of sub-areas must be kept to a minimum.)

NOTE-

Though not requiring regulatory action, an Outer Area is the procedural companion to Class C airspace. The normal

radius of an Outer Area is 20 NM from the primary Class C airspace airport. Its vertical limit extends from the lower limits of radio/radar coverage up to the ceiling of the approach control's delegated airspace, excluding the Class C airspace itself, and other airspace as appropriate.

16-2-4. TIME OF DESIGNATION

a. Class C airspace areas may be designated as continuous or part-time. If part-time, the effective time must be stated in local time. In order to designate a part-time Class C airspace area, the following statement must be included in the airspace description: "This Class C airspace area is effective during the specific dates and times established, in advance, by a Notice to Air Missions (NOTAM). The effective date and time will thereafter be continuously published in the *(insert appropriate publication from below)*."

- 1.** The appropriate volume of the Chart Supplement U.S.;
- 2.** Chart Supplement Alaska; or
- 3.** Chart Supplement Pacific.

b. For permanent changes to existing part-time Class C airspace area designations, the following actions must be accomplished:

- 1.** Issue an airspace NOTAM specifying the new part-time Class C effective hours.
- 2.** Submit the new part-time Class C effective hours to AIS for publication in the appropriate Chart Supplement.
- 3.** Retain the NOTAM specifying the new part-time Class C effective hours until the new hours are published in the appropriate Chart Supplement.

c. For unexpected events that affect the availability of part-time Class C services, issue a service NOTAM, in accordance with FAA Order 7930.2, Notices to Air Missions, describing the ATC service available and duration. No airspace NOTAM is issued.

d. Notices to Air Missions specifying the dates and times of a designated part-time area may be issued by the appropriate facility only after coordination with the Service Center. The Service Center must ensure that such action is justified and in the public interest.

- b.** Coordinate with the ATC facility(ies) to address all substantive aeronautical comments.
- c.** Finalize the Class C airspace design for submission to Headquarters.
- d.** Submit a memorandum to Headquarters with recommendations for final action on the proposal. Include, as attachments, the following information:
 - 1.** A discussion of how each substantive comment was addressed.
 - 2.** The final version of the Class C airspace description. Explain any differences from the NPRM design.
 - 3.** The requested airspace effective date.
- e.** Headquarters will prepare the final rule.

16-3-5. PUBLICITY

After issuance of the final rule designating Class C airspace, user education meetings are required to publicize the implementation of Class C service. See FAA Order JO 7210.3, Facility Operation and Administration, Chapter 12, National Programs, for details.

16-3-6. REVOKING CLASS C AIRSPACE

- a.** When a Class C primary airport no longer meets the Class C airspace criteria, and is identified during the Biennial Review process, the Class C airspace must be considered for revocation.
- b.** The Service Center requests a staff study be conducted by the appropriate office.
- c.** Based on their analysis of the staff study, the Service Center must determine if the Class C airspace will be:
 - 1.** Retained as Class C airspace; or
 - 2.** Revoked and redesignated as Class D or Class E airspace, as appropriate.
- d.** If the Service Center determines that Class C airspace should be retained, they must document their analysis and determination to file with the biennial evaluation, and send an information copy of the retention determination to the Rules and Regulations Group.
- e.** If it is determined that the Class C airspace should be revoked and redesignated as Class D or Class E airspace, the Service Center must initiate rulemaking action as specified in this order.

d. In accordance with FAA Order 1050.1, paragraph 8–2, Adoption of Other Agencies’ NEPA Documents, the FAA may adopt, in whole or in part, draft or final CATEX, EAs, EISs, or the EA portion of another agency’s EA/FONSI. When the FAA adopts an EA, EIS, or the EA portion of another agency’s EA/FONSI, the responsible FAA official must independently evaluate the information contained in the EA or EIS, take full responsibility for the scope and content that address FAA’s SUA action, issue its own FONSI and/or ROD, and, if applicable, provide notification to EPA that the FAA has adopted an EIS.

NOTE–

Environmental review procedures for ATCAAs can be found in FAA Order JO 7610.14, Chapter 9, Air Traffic Control Assigned Airspace (ATCAA) Procedures.

32–2–4. CFR PART 150 STUDIES

a. Airport sponsors (Operators) may choose to conduct a 14 CFR Part 150, Airport Noise Planning, Land Use Compatibility Guidelines study to analyze the operation of an airport, identify compatible and non-compatible land uses, and assess the costs and benefits of noise mitigation techniques.

b. Noise Compatibility Programs that result from Part 150 studies often recommend modifications to air traffic routes and/or procedures to accomplish noise abatement. The FAA does not normally make changes in air traffic routes and/or procedures solely for the purpose of noise abatement.

1. Under Part 150, the FAA can approve flight procedures to reduce noise that are recommended in a Noise Compatibility Plan.

2. If modifications to air traffic routes and/or procedures are recommended, air traffic will evaluate those recommendations as to feasibility and provide input to the appropriate organization in the Office of Airports.

c. Preparation of a Part 150 study does not necessarily invoke NEPA; however, the potential implementation of recommended noise abatement measures, such as alternative air traffic procedures, is subject to the environmental review process by the air traffic program.

1. During the Part 150 process, facility managers must keep the Airports Division or Airports District Office representative and the Service Center Environmental Specialist advised of any alternative air traffic control procedures that have the potential to require a NEPA review.

2. Facility managers are responsible for ensuring that current operational data and assumptions (furnished to the entity completing the Part 150 process) are accurate and that future operational data and assumptions reflect reasonable conditions. (Operational data in this context relates to flight track and profile data and/or documentation.)

d. The facility environmental representative and the Service Center Environmental Specialist must coordinate with the Airports Division or Airports District Office representative throughout the Part 150 process. This coordination should ensure that assumptions and data used are reviewed at each phase and results can be verified early in the process. Early coordination will allow for adjustments to any operational assumptions prior to completion of the study.

e. The Service Center Environmental Specialist must coordinate with the Airports Division or Airports District Office personnel to furnish any data necessary for use in the Part 150 study. Additionally, air traffic participation in the process does not constitute air traffic approval for a Part 150 action.

f. During other noise studies conducted by the airport sponsor, facility managers and Service Center Environmental Specialists must work with the airport sponsor and the Office of Airports personnel on the exchange of information as described above.

32–2–5. ENVIRONMENTAL REVIEW OF LETTERS OF AGREEMENT AND OTHER AIRSPACE AND AERONAUTICAL DOCUMENTS

Letters of Agreement (LOA), correspondence, records, reports, and other airspace and aeronautical documents, as described in FAA Order JO 7210.3, Facility Operation and Administration, Chapter 4, Correspondence,

Conferences, Records, and Reports, regarding proposed airspace or aeronautical action by the FAA or other agencies who propose to use FAA-controlled airspace (such as SUA), are subject to NEPA review and documentation, and must be reviewed by the relevant Service Center EPS to:

- a.** Conduct and document a NEPA review of the proposed air traffic action as described in correspondence and aeronautical documents, including LOA, in coordination with the relevant facility and airspace planning requirements. The Service Center EPS will determine whether the subject of the document concerns air traffic procedures, either new or modified or other air traffic actions that could potentially result in environmental impacts, as defined in FAA Order 1050.1, Environmental Impacts: Policies and Procedures.
- b.** Ensure that the description of the proposed action in the relevant NEPA document's Description of Proposed Action and Alternatives is consistent with the description of the action as provided in the LOA and/or other relevant aeronautical documents.
- c.** Ensure that the actions described in the airspace correspondence and other relevant aeronautical documents, including LOA, undergo the appropriate level of NEPA analysis and documentation (CATEX, EA, or EIS) as required by FAA Order 1050.1, and Chapter 32 of this order.
- d.** For correspondence documents (including LOAs as described in FAA Order JO 7210.3, Chapter 4, Sections 1 and 3) regarding establishment of, or modifications to, air traffic actions; the proponents, or flight procedure developers, or Flight Procedures Teams (FPTs) of the air traffic action may apply initial air traffic screening tools in accordance with paragraphs 32-2-2, Environmental Review of Flight Procedures and Other Air Traffic Actions, and 32-3-3, Environmental Screening and Modeling Tools, to determine the level of NEPA review required for the air traffic action. The Service Center EPSs will review and confirm all NEPA documentation determinations.
- e.** Ensure that all relevant portions of correspondence, records, reports, and other airspace and aeronautical documents, including LOA, that describe the proposed action, are properly incorporated into the NEPA document, and that such documents are appropriately referenced in the NEPA document's reference section.

wildlife refuge, historic site (including a traditional cultural property), or similar area where quiet is an attribute and the noise increase is likely to be highly controversial. (See FAA Order 1050.1, Appendix B, paragraph B-1.5 and paragraph 32-2-1b2(e) of this chapter.) Such screening is used to determine if aircraft flying these procedures would cause increased noise over noise-sensitive areas, and if so, the magnitude of the increase.

4. There are several tools that the FAA has developed to screen for the level of change in noise exposure between the existing condition and a proposed procedure (see paragraph 32-3-3).

g. Obstacle Departure Procedures (ODPs). According to FAA Order 8260.46, Departure Procedure (DP) Program, paragraph 2-1-1b(4), there are two types of ODPs: Textual and Graphic. They are defined as:

1. Textual ODP. A relatively simple ODP may be published textually unless a graphical depiction is required for clarity. Textual ODP instructions that exceed a maximum of one turn, one altitude change, and one climb gradient must be published graphically.

(a) A Textual ODP does not define a specific route nor have a name or computer code assignment, but only advises the operator how to avoid potential obstacles.

(b) This type of action is not considered a major Federal action under NEPA; therefore, FAA Order 1050.1, paragraph 2-1.2 b, Advisory Actions, applies.

2. Graphic ODP. Complex ODPs require a visual presentation to clearly communicate the departure instructions and desired flight paths. If the ODP is depicted graphically, it must be clearly stated on FAA Form 8260-15A, Takeoff Minimums and Textual Departure Procedures (DP), in the Departure Procedure section; for example, "USE JONES DEPARTURE." The decision to graphically publish ODPs rests within AeroNav Products.

(a) A Graphic ODP has a repeatable ground track, has the same naming conventions and computer code assignments, looks almost the same on a chart, and is processed the same as a standard instrument departure (SID). (See FAA Order 8260.46, Departure Procedure (DP) Program, Appendix A).

(b) A Graphic ODP is considered a major Federal Action under NEPA just like an SID. FAA Order 1050.1, Paragraph 5-6.5, Categorical Exclusions for Procedural Actions, should be reviewed to determine if a CATEX applies. FAA Order 1050.1, Appendix B, Paragraph B-1.1, Aircraft Noise Screening, should also be reviewed to determine if noise screening or analysis would be required.

32-2-3. ENVIRONMENTAL REVIEW OF SPECIAL USE AIRSPACE (SUA) ACTIONS

a. The purpose of this section is to ensure that air traffic personnel, FAA Environmental Protection Specialists (EPSs), and SUA proponents are aware of the need to comply with NEPA and CEQ requirements for evaluating the environmental impacts of proposed SUA use actions. See FAA Order 1050.1, paragraph 3-1.2.b (14). This section supplements the airspace processing requirements contained in Chapters 21-28 of this order.

b. Normally, SUA is designated to support DoD requirements. The FAA/DoD Memorandum of Understanding (MOU) in Appendix 7 sets forth procedures and responsibilities for the evaluation of the environmental impacts of DoD SUA proposals. Among other things, the MOU designates when DoD is the lead agency and when FAA is the cooperating agency for NEPA compliance on SUA proposals for which FAA may designate SUA. Additionally, SUA proposals (see Chapter 21, Section 3) may be initiated by another Federal agency.

c. Appendix 8, FAA Special Use Airspace Environmental Processing Procedures, establishes air traffic environmental processing procedures for proposed SUA actions. In the case of SUA proposals submitted by non-DoD Federal agencies, the responsibility for preparation of an EA or EIS, if required, rests with the proponent (i.e., the requesting Federal agency). The proponent is responsible for providing information, analysis, and a completed NEPA document to FAA for review and adoption in accordance with FAA Order 1050.1, paragraph 8-2, Adoption of Other Agencies' NEPA Documents. FAA retains responsibility under NEPA to ensure that its SUA actions are supported by adequate environmental documentation.

d. In accordance with FAA Order 1050.1, paragraph 8–2, Adoption of Other Agencies’ NEPA Documents, the FAA may adopt, in whole or in part, draft or final CATEX, EAs, EISs, or the EA portion of another agency’s EA/FONSI. When the FAA adopts an EA, EIS, or the EA portion of another agency’s EA/FONSI, the responsible FAA official must independently evaluate the information contained in the EA or EIS, take full responsibility for the scope and content that address FAA’s SUA action, issue its own FONSI and/or ROD, and, if applicable, provide notification to EPA that the FAA has adopted an EIS.

NOTE–

Environmental review procedures for ATCAAs can be found in FAA Order JO 7610.14, Chapter 9, Air Traffic Control Assigned Airspace (ATCAA) Procedures.

32–2–4. CFR PART 150 STUDIES

a. Airport sponsors (Operators) may choose to conduct a 14 CFR Part 150, Airport Noise Planning, Land Use Compatibility Guidelines study to analyze the operation of an airport, identify compatible and non-compatible land uses, and assess the costs and benefits of noise mitigation techniques.

b. Noise Compatibility Programs that result from Part 150 studies often recommend modifications to air traffic routes and/or procedures to accomplish noise abatement. The FAA does not normally make changes in air traffic routes and/or procedures solely for the purpose of noise abatement.

1. Under Part 150, the FAA can approve flight procedures to reduce noise that are recommended in a Noise Compatibility Plan.

2. If modifications to air traffic routes and/or procedures are recommended, air traffic will evaluate those recommendations as to feasibility and provide input to the appropriate organization in the Office of Airports.

c. Preparation of a Part 150 study does not necessarily invoke NEPA; however, the potential implementation of recommended noise abatement measures, such as alternative air traffic procedures, is subject to the environmental review process by the air traffic program.

1. During the Part 150 process, facility managers must keep the Airports Division or Airports District Office representative and the Service Center Environmental Specialist advised of any alternative air traffic control procedures that have the potential to require a NEPA review.

2. Facility managers are responsible for ensuring that current operational data and assumptions (furnished to the entity completing the Part 150 process) are accurate and that future operational data and assumptions reflect reasonable conditions. (Operational data in this context relates to flight track and profile data and/or documentation.)

d. The facility environmental representative and the Service Center Environmental Specialist must coordinate with the Airports Division or Airports District Office representative throughout the Part 150 process. This coordination should ensure that assumptions and data used are reviewed at each phase and results can be verified early in the process. Early coordination will allow for adjustments to any operational assumptions prior to completion of the study.

e. The Service Center Environmental Specialist must coordinate with the Airports Division or Airports District Office personnel to furnish any data necessary for use in the Part 150 study. Additionally, air traffic participation in the process does not constitute air traffic approval for a Part 150 action.

f. During other noise studies conducted by the airport sponsor, facility managers and Service Center Environmental Specialists must work with the airport sponsor and the Office of Airports personnel on the exchange of information as described above.

32–2–5. ENVIRONMENTAL REVIEW OF LETTERS OF AGREEMENT AND OTHER AIRSPACE AND AERONAUTICAL DOCUMENTS

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Conferences, Records, and Reports, regarding proposed airspace or aeronautical action by the FAA or other agencies who propose to use FAA-controlled airspace (such as SUA), are subject to NEPA review and documentation, and must be reviewed by the relevant Service Center EPS to:

a. Conduct and document a NEPA review of the proposed air traffic action as described in correspondence and aeronautical documents, including LOA, in coordination with the relevant facility and airspace planning requirements. The Service Center EPS will determine whether the subject of the document concerns air traffic procedures, either new or modified or other air traffic actions that could potentially result in environmental impacts, as defined in FAA Order 1050.1, Environmental Impacts: Policies and Procedures.

b. Ensure that the description of the proposed action in the relevant NEPA document's Description of Proposed Action and Alternatives is consistent with the description of the action as provided in the LOA and/or other relevant aeronautical documents.

c. Ensure that the actions described in the airspace correspondence and other relevant aeronautical documents, including LOA, undergo the appropriate level of NEPA analysis and documentation (CATEX, EA, or EIS) as required by FAA Order 1050.1, and Chapter 32 of this order.

d. For correspondence documents (including LOAs as described in FAA Order JO 7210.3, Chapter 4, Sections 1 and 3) regarding establishment of, or modifications to, air traffic actions; the proponents, or flight procedure developers, or Flight Procedures Teams (FPTs) of the air traffic action may apply initial air traffic screening tools in accordance with paragraphs 32-2-2, Environmental Review of Flight Procedures and Other Air Traffic Actions, and 32-3-3, Environmental Screening and Modeling Tools, to determine the level of NEPA review required for the air traffic action. The Service Center EPSs will review and confirm all NEPA documentation determinations.

e. Ensure that all relevant portions of correspondence, records, reports, and other airspace and aeronautical documents, including LOA, that describe the proposed action, are properly incorporated into the NEPA document, and that such documents are appropriately referenced in the NEPA document's reference section.

