

ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
WESTERN-PACIFIC REGION

WP 5000.3

01/10/90

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HNL-600	
ORSEO-600	

SUBJ: PROCESSING OF OBSTRUCTION EVALUATION (OE) AND AIRPORT ANALYSIS (NRA) CASES

1. PURPOSE. This order transmits the procedures to be used by Airports Division personnel in the disposition of obstruction evaluation (OE) and airport airspace (NRA) cases, pursuant to FAR Parts 77 and 157, respectively.

2. DISTRIBUTION. This order is distributed to all employees in the Airports Division and maximum distribution to the Airports District Offices (ADO) in the Western-Pacific Region.

3. CANCELLATION. Order WP AS 5000.3, same subject, dated June 2, 1982, is cancelled.

4. ACTION. In cases of any conflict between the contents of this order and any previous instructions, this order shall take precedence.

5. BACKGROUND. In order to expedite the timely processing of airspace cases and required coordination in accordance with Handbook 7400.2C, it is necessary to establish procedures which will be uniform for the Airports Division and all ADOs.

6. REFERENCES. Coordination and review procedures are in accordance with FAA Order 7400.2C, "Procedures for Handling Airspace Matters."

7. FORMS.

- a. FAA Form 7460-1 (8-85) - Notice of Proposed Construction or Alteration.
- b. FAA Form 7480-1 (4-83) - Notice of Landing Area Proposal.

8. PROCEDURES.

a. Notices of Proposed Construction or Alteration - FAA Form 7460-1

(1) Proposed construction on federally obligated airports.

(a) Each proposal for construction or alteration which is within the property boundaries of a federally obligated airport will be evaluated as a modification to an Airport Layout Plan (ALP) rather than an OE case.

(b) The FAA Form 7460-1, submitted by AWP-400 for processing, must be coordinated with the airport management and delineated on the ALP, if not delineated on the most current ALP drawing.

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JAN 18 1990

AIRPORTS DIVISION
AWP-600

Distribution: A-X(AS)-8; A-FAS-1 (MAX)

Initiated By: AWP-610

(c) The appropriate ADO/AWP-611 will be the office responsible for the interdivisional coordination and for contact with the proponent and the airport sponsor.

(d) Upon receipt of a proposal on an obligated airport, the ADO/AWP-611 will make an initial review to determine if it is in accordance with the current approved ALP for the airport and assign an aeronautical study number (see note in paragraph 8b(2)). The appropriate actions, as follows, will then be initiated.

1 If the proposal is in accordance with the current approved ALP, a letter will be sent to the airport sponsor as notification that a review is underway (see Appendix 1). A copy of this letter will be sent to the proponent (if other than the airport operator) as acknowledgement of receipt of the proposal. The appropriate evaluation and coordination actions will be undertaken in accordance with Order WP AS 5310B, "Airport Layout Plan, Policy and Procedures."

2 If the proposal is not in accordance with the current approved ALP, or an ALP does not exist, a letter will be sent to the airport sponsor as notification that the proposal has been received (see Appendix 2). The letter will inform the sponsor that, in order for us to initiate a study, we must receive concurrence that the proposal is acceptable, and should be treated as a revision to the ALP. If no ALP exists, the sponsor will be requested to concur or non-concur in the proposal and agree to submit an ALP for subsequent review and approval. Following receipt of the sponsor's concurrence in the proposal, the appropriate evaluation and coordination actions will be undertaken in accordance with Order WP AS 5310B. (These actions will NOT be delayed while a new or revised ALP is being prepared.) If the sponsor does not concur in the proposal, no evaluation will be undertaken and the proponent will be notified by letter.

3 The ADO/AWP-611 will issue the airspace determination after coordination with all appropriate parties.

(2) Proposed construction on airports other than federally obligated.

(a) These proposals will normally be transmitted by the proponent directly to the Air Traffic Division (AWP-500). In the event they are submitted to the Airports Division (AWP-600) or ADO, the forms will be forwarded immediately, without comment, to the Airspace and Procedures Branch (AWP-530) for study as OE cases.

(b) During the normal regional coordination process, AWP-611 will be sent the case files. If the proposed construction will definitely not impact the operation of any existing or proposed airport, the file will be so annotated and returned to AWP-530, or forwarded as instructed in the transmittal. If a possible impact is noted, the file will be forwarded to the appropriate ADO/AWP-621 for review.

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(c) The receiving ADO/AWP-621 will review each case for its impact on existing or planned airports in accordance with FAA Order 7400.2C, paragraph 1411. In addition, the ADO/AWP-621 should briefly review AWP-530's FAR Part 77 evaluation to confirm, if possible, that appropriate airport and approach configurations were used for their computations.

(d) AWP-530 will be the FAA's contact with the proponent on all matters in OE cases.

(3) Proposed construction located off airport property.

(a) These proposals are received by AWP-611 who performs calculations necessary to determine the integrity of FAR Part 77 surfaces.

(b) The proposals are then segregated by area and distributed for review by AWP-620 (who reviews cases located in Northern California, Hawaii, and Nevada) and by AWP-621 (who reviews cases located in Arizona and Southern California).

b. Notices of Landing Area Proposal - FAA Form 7480-1

(1) All FAA Forms 7480-1 will be forwarded to the appropriate ADO/AWP-611 to review and initiate coordination.

(2) Upon receipt of an FAA Form 7480-1, the ADO/AWP-611 will assign an aeronautical study number and prepare a reply to the proponent acknowledging receipt (see Appendix 3).

NOTE: Each case will be assigned a discrete aeronautical study number.

Example: 90-AWP-0001-NRA
 90 - Calendar year proposal received
 WP - Western-Pacific Region
 * 0001 - Number unique to this case
 NRA - Refers to non-rulemaking airport cases

(3) The ADO/AWP-611 will check and verify, to the extent possible, the location of each facility, regardless of the proponent's statements. The verified airspace package will contain as a minimum:

(a) FAA Form 7480-1.

(b) Map, sketches, or portion of topography sheets accurately depicting the location and layout of the proposed development.

(c) An evaluation of the proposal based on an overall Airports program viewpoint (see Appendix 4).

(4) The ADO/AWP-611 will forward one copy of the airspace package directly to AWP-530 and one copy each to the Maintenance Operations Branch (AWP-460) and the Flight Procedures Branch (AWP-220) with a request that a copy of their responses be provided to AWP-530 by a certain date.

(5) After considering all comments, AWP-530 will formulate the airspace determination and return it to the ADO/AWP-611.

(6) Concurrent with the initiation of the inter-divisional coordination, the ADO/AWP-611 will send the appropriate state aviation agency a copy of the proposal with a request to provide comments by a certain date.

(7) Any proposals for new airports or changes to existing airports, involving property lines, runway extensions or new runways, will be coordinated with the local Federal Highway Administration (FHWA) Office by the ADO/AWP-611 in accordance with FAA Order 5000.3B, dated _____.

(8) After AWP-530's composite airspace determination and comments from FHWA and the state agency are received, the ADO/AWP-611 will forward the official FAA determination to the proponent (see Appendix 5). The expiration date of a determination will be either June 30 or December 31 (whichever is between 18 and 24 months after the date of the letter). The appropriate enclosures will be attached to the letter to the proponent.

(9) A copy of the ADO/AWP-611's reply to the proponent will be furnished to AWP-530, AWP-460, and AWP-220. An information copy will also be furnished to the appropriate state aviation agency. AGUM-1 or ATUT-1 will be furnished an information copy for proposals located within their respective geographic areas of responsibility.


Herman C. Bliss
Manager, Airports Division

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APPENDIX 1. TYPICAL ADO/AWP-611 ACKNOWLEDGEMENT LETTER TO THE PROPONENT
(FAA FORM 7460-1) - IN CONFORMANCE WITH ALP

December 15, 1981

Mr. Robert P. Major
Airport Manager
Big City Airport
Big City, CA 99999

Dear Mr. Major:

This is to notify you, as airport manager, of our receipt of the enclosed "Notice of Proposed Construction or Alteration," FAA Form 7460-1, dated December 10, 1981, proposing construction of a hangar on Big City Airport, Big City, California.

Since the proposal is in accordance with the current approved Airport Layout Plan (ALP) dated _____, we will proceed immediately with our review. You may expect to receive our determination in approximately 30 days if coordination reveals there are no objections. If the proposal is controversial, it is subject to circularization to interested parties and thus may require a longer period. For further inquiries on this proposal, please call _____.

We are notifying the proponent of our receipt of the proposal by copy of this letter. (See Note)

Sincerely,

Manager, San Francisco Airports District Office

Enclosure

cc: (The proponent)

NOTE: The third paragraph is omitted if the airport sponsor is the proponent.

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APPENDIX 2. TYPICAL ADO/AWP-611 ACKNOWLEDGEMENT LETTER TO THE PROPONENT
(FAA FORM 7460-1) - NOT IN CONFORMANCE WITH ALP

October 13, 1988

Mr. Robert P. Major
Airport Manager
Big City Airport
Big City, CA 99999

Dear Mr. Major:

This is to notify you, as airport manager, of our receipt of the enclosed "Notice of Proposed Construction or Alteration," FAA Form 7460-1, dated December 10, 1981, proposing construction of a hangar on Big City Airport, Big City, California.

The proposed structure is not in conformance with the current approved Airport Layout Plan (ALP) dated _____. We, therefore, will not begin our review until we receive a written confirmation from you that the proposal does conform to your current plans and that this will be reflected on the next revision to the ALP. Once we have received your response, the review process will begin and you may expect to receive our determination within 30 days of that time, provided coordination reveals there are no objections. If the proposal is controversial, it is subject to circularization to interested parties and thus may require a longer period. For further inquiries on this proposal, please call _____.
(See NOTE 1)

We are notifying the proponent of our receipt of the proposal by copy of this letter. (See NOTE 2)

Sincerely,

Manager, San Francisco Airports District Office

Enclosure

cc: (The proponent)

NOTE 1: If no approved ALP exists, the following second paragraph will be substituted:

"Our first step in the review of a proposal such as this is to determine whether it conforms to an approved Airport Layout Plan (ALP). Since no such ALP exists for Big City Airport, it is not possible for us to make such a determination. We, therefore, will not begin our review until we receive a

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written confirmation from you that the proposal does conform to your current plans for the airport. At the same time we ask that you provide us with an ALP so that this situation will not reoccur in the future. Once we have received your response, the review process will begin and you may expect to receive our determination within 30 days of that time, provided coordination reveals there are no objections. If the proposal is controversial, it is subject to circularization to interested parties and thus may require a longer period. For further inquiries on this proposal, please call
_____."

NOTE 2: The third paragraph is omitted if the airport sponsor is the proponent.

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Appendix 3

APPENDIX 3. TYPICAL ADO/AWP-611 ACKNOWLEDGEMENT LETTER
TO THE PROPONENT (FAA FORM 7480-1)

September 24, 1988

Mr. John Q. Public
7711 Kokua Lane
Kailua, Hawaii 96734

Dear Mr. Public:

(Airport Name and Location)
(Airspace Case No. _____)

Receipt is acknowledged of your "Notice of Landing Area Proposal," FAA Form 7480-1, dated September 1, 1988, proposing the establishment of a landing facility.

The Federal Aviation Administration will conduct an aeronautical study to determine the effect of the proposal on the safe and efficient use of the navigable airspace by aircraft. You may expect to receive an airspace determination in approximately 90 days if coordination reveals there are no aeronautical objections. If the proposal is controversial or might conflict with other airport airspace considerations, it is subject to circularization to interested airspace users and groups and thus may require a longer period. For further inquiries on this proposal, please call _____.

Thank you for your interest and for apprising us of this proposal.

Sincerely,

Manager, Honolulu Airports District Office

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Appendix 4

APPENDIX 4. COMMENTS TO AWP-530 FOR USE IN PROCESSING AIRPORT
AIRSPACE STUDIES (FAA FORM 7480-10)

The following information should be included in the ADO/AWP-611 letter transmitting the documents to AWP-530, AWP-220, and AWP-420:

- a. Will the site be developed under a Grant-in-Aid Program?
- b. Is the site in the NPIAS?
- c. The critical aircraft anticipated to use the landing area.
- d. Anticipated noise problems.
- e. Other information pertinent to the airspace study.

APPENDIX 5. TYPICAL ADO/AWP-611 REPLY TO PROPONENT
(FAA FORM 7480-1)

October 10, 1988

Mr. John Q. Public
7711 Kokua Lane
Kailua, Hawaii 96734

Dear Mr. Public:

This responds to your "Notice of Landing Area Proposal," FAA Form 7480-1, dated September 2, 1988, proposing the establishment of a landing facility near Kailua, Hawaii. The facility, known as Kukui Park Airport, is described as a private airport with one turf runway (1500' x 50'), with an elevation of 1500' MSL and located at 60° 30' 30"N, 78° 30' 30"W.

Under Aeronautical Study No. _____, the Federal Aviation Administration (FAA) has conducted an airspace analysis. Our review from an airspace utilization standpoint indicated the establishment of this facility will not adversely affect the safe and efficient use of airspace by aircraft. We, therefore, have no objections to the establishment of the proposed landing area.

This determination should not be construed to mean FAA approval of the physical development involved in the proposal. It is only a determination with respect to the safe and efficient use of airspace by aircraft. In making this determination, the FAA has considered matters such as the effect the proposal would have on existing or contemplated traffic patterns of neighboring airports, the effects it would have on the existing airspace structure and projected programs of the FAA, and the effects existing or proposed manmade objects (on file with the FAA) and natural objects within the affected area would have on the airport proposal. This determination in no way preempts or waives any ordinances, laws, or regulations of any other government body or agency.

This determination does not indicate that the proposed airport development is environmentally acceptable in accordance with Public Law 91-190, 91-258 and/or 90-495.

This determination expires on June 30, 1983, unless it is otherwise extended, revised or terminated, or the facility is constructed before that date.

The Federal Aviation Administration cannot prevent the construction of structures near an airport. The airport environs can only be protected by such means as zoning ordinances or acquisition of property rights. Such construction, however, may require notification and review by FAA in accordance with Federal Aviation Regulations, Part 77.

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We are enclosing a graphic depiction of the proper vertical clearances which should be maintained between approach/departure surfaces to a landing area and highways. Please note that a 17-foot minimum clearance is required for interstate highways. Figure #1 (or Figure #2) is incorporated herein and made a part of this airspace determination.

Also enclosed is an FAA Form 5010-5, "FAA Landing Facilities Information Request on Airports, Heliports, Seaplane Bases, Stolports." Within 30 days after this landing area becomes operational, we would appreciate your completing the form and mailing it to our Washington office so your facility can be included in the FAA Airport Data System.

Sincerely,

Manager, Honolulu Airports District Office

Enclosures

FIGURE 1

Federal Aviation Regulations, Part 77.25, establishes standards for determining obstructions to air navigation. It applies to existing and proposed manmade objects, objects of natural growth, and terrain. An airport of the type you proposed should have a glide slope of 20:1. This means that starting at a point 200' outward from the threshold of each HARD SURFACE runway, an obstruction should not exceed a height of 1' for each 20' distance. FOR TURF STRIPS, THIS SLOPE BEGINS AT THE RUNWAY END. The area is 250' wide starting at the inner end and extending outward and upward at a slope of 20:1 expanding to a width of 1250' at a horizontal distance of 5000'. If a highway or railroad is in this area, they should be considered as having a 17' obstruction for an interstate highway, 15' obstruction for other highways, and a 23' obstruction for a railroad. The drawing below will depict the area concerned.

FIGURE 2