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OBSTRUCTION EVALUATION / AIRPORT AIRSPACE ANALYSIS

DESK REFERENCE GUIDE

SUBJECT: Add a New Case (Off Airport)
for
Wind Turbines and Met Towers

**You are required to have a registered e-filing account*

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All references to software products remain the protected trademarks of their manufacturers. The instructions in this document may reference Microsoft application(s). This is not meant in any way to express a preference for any particular product since there are many different browsers, programs, and operating systems available to the user. For simplicity only, one brand/product is used in the examples that follow.



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If you've successfully registered, you can use your OE/AAA account to file your Wind Turbine /Met Tower Notice of Proposed Construction or Alteration.

Note1: Exit this guide if you are not filing an Off Airport Notice of Proposed Construction or Alteration for Wind Turbine /Met Tower structures.

Note2: To e-file all other structure types, refer to the "Add a New **Case** (Off Airport)" desk reference guide or the "Add a New **Project** (Off Airport)" desk reference guide.

Note3: If you're e-filing a large Off Airport Wind Turbine /Met Tower project with the following eligible Structure Types:

- Study for Met Tower
- Lighting Study for Wind Turbine
- Met Tower
- Wind Turbine

Review the "Add a New **Project** (Off Airport) for Wind Turbine/Met Tower" desk reference guide (DRG) to consider e-filing via the OE/AAA data import feature.

The OE/AAA electronic filing (e-file) system allows you to:

- Submit an FAA Form 7460-1 via an electronic data screen.
- Generate a map directly from your account to be submitted electronically with your filing.
- Submit project documents.
- Track the status of your case(s) while their going through the study process.

From your OE/AAA Portal Page you have:

- Instant access to your determination, requests for additional information, etc... as they are completed by the FAA.
- The ability to attach surveys, and additional background information directly to your electronic case file(s).

Create a New Case

To create a new case, click the **Add New Case (Off Airport)** link. This will bring up the *Notice of Proposed Construction or Alteration* Page. Complete each section according to the instructions below.

The screenshot shows the OE/AAA Portal Page. On the left is a navigation menu with links like Home, FAA OE/AAA Offices, View Determined Cases, View Interim Cases, View Proposed Cases, View Supplemental Notices (Form 7460-2), and View Circularized Cases. The main content area is titled 'OE/AAA Portal Page' and is divided into two columns. The left column is 'My Account' and shows fields for Name, User Name, Login Time, IP Address, and Actions. The right column is 'Off Airport Construction (includes on Military Airport)' and contains several links: My Cases (Off Airport), Add New Case (Off Airport), Add New Project (Off Airport), Add Supplemental Notice (7460-2 Form), My Sponsors | Add New Sponsor, Off Airport Contacts, and My Circ Comments. An arrow points to the 'Add New Case (Off Airport)' link.



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Important: You must complete all required fields (indicated with an asterisk *) to successfully save your case. Missing data will result in a warning message at the top of your page identifying the required information.

Notice of Proposed Construction or Alteration - Off Airport

Add New Case (Off Airport)

Sponsor (person, company, etc. proposing this action) * Sponsor:

Construction / Alteration Information

* Notice Of:

* Duration:

if Temporary : Months: Days:

Work Schedule - Start: (mm/dd/yyyy)

Work Schedule - End: (mm/dd/yyyy)

*For temporary cranes-Does the permanent structure require separate notice to the FAA? To find out, use the Notice Criteria Tool. If separate notice is required, please ensure it is filed. If it is not filed, please state the reason in the Description of Proposal.

State Filing:

Structure Summary

* Structure Type:

* Structure Name:

NOTAM Number:

FCC Number:

Prior ASN: - - - OE

Micro-Siting: Yes

*For Wind Turbine/Met Tower-Only check this box if you are re-filing a location previously studied due to micro-siting. The FAA will validate your latitude/longitude coordinates against the prior ASN to ensure the structure has not moved more than 500 feet.

Structure Details

* Latitude: ° ' "

* Longitude: ° ' "

* Horizontal Datum:

* Site Elevation (SE): (nearest foot)

* Structure Height (AGL): (nearest foot)

* Current Height (AGL): (nearest foot)

* For notice of alteration or existing provide the current AGL height of the existing structure. Include details in the Description of Proposal

Minimum Operating Height (AGL): (nearest foot)

* For aeronautical study of a crane or construction equipment the maximum height should be listed above as the Structure Height (AGL). Additionally, provide the minimum operating height to avoid delays if impacts are identified that require negotiation to a reduced height. If the Structure Height and minimum operating height are the same enter the same value in both fields.

* Nacelle Height (AGL): (nearest foot)

* For Wind Turbines 500ft AGL or greater

* Requested Marking/Lighting:

Other :

Aircraft Detection Lighting System(ADLS): Yes

* Only check this box if you are proposing the installation and use of an Aircraft Detection Lighting System

* Current Marking/Lighting:

Other :

* Nearest City:

* Nearest State:

* Description of Location:

On the Project Summary page upload any certified survey.

* Description of Proposal:

Common Frequency Bands

<input type="checkbox"/>	Low Freq	High Freq	Freq Unit	ERP	ERP Unit
<input type="checkbox"/>	698	806	MHz	1000	W
<input type="checkbox"/>	806	824	MHz	500	W
<input type="checkbox"/>	824	849	MHz	500	W
<input type="checkbox"/>	851	866	MHz	500	W
<input type="checkbox"/>	869	894	MHz	500	W
<input type="checkbox"/>	896	901	MHz	500	W
<input type="checkbox"/>	901	902	MHz	7	W
<input type="checkbox"/>	930	931	MHz	3500	W
<input type="checkbox"/>	931	932	MHz	3500	W
<input type="checkbox"/>	932	932.5	MHz	17	dBW
<input type="checkbox"/>	935	940	MHz	1000	W
<input type="checkbox"/>	940	941	MHz	3500	W
<input type="checkbox"/>	1850	1910	MHz	1640	W
<input type="checkbox"/>	1930	1990	MHz	1640	W
<input type="checkbox"/>	2305	2310	MHz	2000	W
<input type="checkbox"/>	2345	2360	MHz	2000	W

Specific Frequencies

[Add Specific Frequency](#)

Clone Prior ASN frequencies

*Note: Selecting this link will only add frequency (ies)/power from the prior ASN listed in Structure Summary. Additional frequency(ies)/power must be manually added before submitting to the FAA if they are to be considered with your new filing.

Additional Location(s)

[Add New Location\(s\)](#)

I hereby certify that all of the above statements made by me are true, complete, and correct to the best of my knowledge. In addition, I agree to mark and/or light the structure in accordance with established marking and lighting standards as necessary.



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- A. *** Sponsor:** Select the Sponsor from the dropdown menu. This menu is populated from your *My Sponsors* list. The registered information will automatically display in your electronic public record as the Sponsor's Representative once the case has been completed and a valid FAA Determination is issued.
- B. *** Notice Of:** Select the type of proposal. New Construction would be a structure that has not yet been built. Alteration is a change to an existing structure such as a change to the marking and/or lighting or a change to the height. Existing would be a correction to the latitude and/or longitude, a correction to the existing height, or if filing for an existing structure that has never been studied by the FAA.
- C. *** Duration:** If Permanent, so indicate. If Temporary, enter the estimated length of time the temporary structure will be up in Months/Days.
- D. **Work Schedule:** *(Not a Required Field)* Using the calendar icons next to the fields select the date that construction is expected to start and the date that construction should be completed.
- E. **State Filing:** *(Not a Required Field)* Indicate if the case has been filed with the state.
- F. *** Structure Type:** Select "Wind Turbine" or "Met Tower" from the Structure Type drop down list.
- G. *** Structure Name:** Enter a name for the structure (e.g. T25, WTG #34, Met Tower2, etc...)
- H. **FCC Number:** *(Not a Required Field for WT/MT)* *If this is an existing tower that has been registered with the FCC, enter the Antenna Structure Registration number.*
- I. **Prior ASN:** *(Not a Required Field)* If an FAA aeronautical study was previously conducted, enter the prior Aeronautical Study Number. Prior ASN data can be pre-populated into the Notice of Proposed Construction or Alteration-Off Airport form data fields. When the e-filer confirms the Prior ASN data, the following data fields are available for pre-population:
- Latitude/Longitude
 - Site Elevation
 - Above Ground Level Height (determined AGL from valid prior ASN)
 - Marking/Lighting (Recommended Marking /Lighting from valid prior ASN to requested Marking /Lighting)
- J. **Micro-Sitting:** *(Not a Required Field)* only check this box for a Wind Turbine/Met Tower location previously filed that has moved no more than 500 feet from the structure's original location and re-filed for aeronautical study requires a prior ASN to validate the submission meets the criteria to be filed with the FAA as a micro-siting study.



- K. * **Latitude/Longitude**: Latitude and Longitude must be precise geographic coordinates entered in Degrees, Minutes, and Seconds to the hundredth of a second (e.g. 25-47-4.75 N, 80-19-7.26 W).
- L. * **Horizontal Datum**: Select NAD83 or NAD27. North American Datum is a reference from which latitude/longitude measurements are made.
- M. * **Site Elevation**: Enter the site elevation above mean sea level expressed in whole feet rounded to the nearest foot (e.g. 12' 3" should be entered as 12). This data should match the ground contour elevations for the site.
- N. * **Structure Height**: (AGL): Only for Structure Types that **ARE NOT** a Traverseway (i.e. **WT or Met Towers**). Your structure's height is the height above ground level in whole feet rounded to the next highest foot (e.g. 12' 3" should be entered as 13). The structure height includes anything mounted on top of the structure such as antennas, lightning rods, obstruction lights, etc.
- O. * **Unadjusted Structure Height**: (AGL): Only for Structure Types that **ARE** a traverseway (not WT or MET Tower). Your structure's height is the unadjusted structure height. Enter the unadjusted structure height above ground level in whole feet rounded to the next highest foot (e.g. 12' 3" should be entered as 13). The unadjusted structure height includes anything mounted on top of the structure such as antennas, lightning rods, obstruction lights, etc.
- P. * **Height Adjustment**:
- Only for Structure Types that **ARE** a traverseway (not WT or MET Tower). The Unadjusted Structure Height AGL is adjusted upward by the system to account for the expected height of vehicles (or the highest mobile object [as applicable]) using the traverseway selected from the Structure Type drop down list in the Structure Summary section of the data entry screen.
 - For Structure Type "**Waterway**" and "**Other Traverseway**"
The Unadjusted Structure Height AGL is adjusted upward one (1) foot (default) by the system. **Enter the height** of the highest mobile object or vehicle expected to use the traverseway into the Height Adjustment field.
 - For Structure Type "**Private Road**"
The Unadjusted Structure Height AGL is adjusted upward ten (10) feet (default) by the system. **Enter the height** of the highest vehicle expected to use the traverseway into the Adjustment field.



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- Q. ***Total Structure Height** (AGL): Only for Structure Types that **ARE** a Traverseway (not WT or MET Tower). The total of both the Unadjusted Structure Height and the Height Adjustment above ground level in whole feet rounded to the next highest foot (e.g. 12' 3" should be entered as 13).
- R. ***Requested Marking and Lighting:** (Indicate the type Desired). The FAA Advisory Circular 70/7460-1 – Obstruction Marking and Lighting is recommended for determining the proper way to light and mark structures affecting navigable airspace. The AC can be accessed from the *Information Resources* section of the website using the *Relevant Advisory Circulars* link.

Requested Marking/Lighting options:

- None
- Red lights
- Red lights and paint
- Red lights and flags
- Paint and 24-hour med-strobes
- Paint and a med-dual system
- Spherical markers and red lights
- Flag Marker
- Spherical Markers
- Dual-red and medium intensity
- Dual-red and high intensity white
- White-medium intensity
- White-high intensity
- White Paint/Synchronized Red Lights
- White Paint Only
- Dual medium catenary
- Dual high catenary
- White-medium catenary
- White-high catenary
- Paint day, red flashing twilight & night
- Paint day, med-strobes twilight & night
- Paint day, hi-strobes twilight & night
- Other – (if selected from the dropdown, enter the marking/lighting type in the "Other" field)



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- S. **Aircraft Detection Lighting System" (ADLS):** *(Not a Required field)* Control device to operate marking/lighting systems on structures.
- T. ***Current Marking/Lighting:** Indicate the current M/L on the WT or MET Tower structure; if a new structure, select N/A Proposed Structure.
- U. **Current AGL:** Required for structures being e-filed as existing or alteration.
- V. **Min Operating Height (AGL):** *(Not a Required Field for WT/MT)* * For aeronautical study of a crane or construction equipment the maximum height should be listed above as the Structure Height (AGL). Additionally, provide the minimum operating height to avoid delays if impacts are identified that require negotiation to a reduced height. If the Structure Height and minimum operating height are the same enter the same value in both fields.
- W. **Nacelle Height:** Required when the WT/MT Structure Height (AGL) is 500 feet or greater.
- X. ***Nearest City/State:** Enter the name of the nearest city and the actual state where the site will be located.
- Y. ***Description of Location:** Enter a brief description of the actual location of the site including the address or the relationship of the structure to roads, airports, prominent terrain, existing structures, etc.
- Z. ***Description of Proposal:** Enter a complete description that details the nature of the filing.
- AA. **Add new location:** When submitting more than one case (e.g. a wind turbine farm) the following required fields indicated with an asterisk (*) must be completed to successfully save additional locations: G, K, L, M, N, R. Additional rows may be added in increments of 1 thru 5. To remove an additional row, select the **Delete** link.
- BB. **Common Frequency Bands:** *(Not a Required Field for WT/MT)* Check any that apply. "Note: Frequencies will not be accepted if your Structure Type is 'Lighting Study'."
- CC. **Specific Frequencies:** *(Not a Required Field for WT/MT)* any frequency band not listed in the Common Frequency Bands should be added here. Select the Add Specific Frequency link and enter the Low Frequency, High Frequency, Frequency Unit, Effective Radiated Power (ERP), and ERP Unit. Select [Save] or [Cancel] to be returned to the Case Data Entry page. If an e-filer intends to overlap protected FAA frequencies, specific coordination with the FAA Spectrum Engineering Group will be required. A textbox allows filers to submit rationale for the frequency overlap in the e-filed Notice of Proposed Construction or Alteration-Off Airport form. "Note: Frequencies will not be accepted if your Structure Type is 'Lighting Study'."



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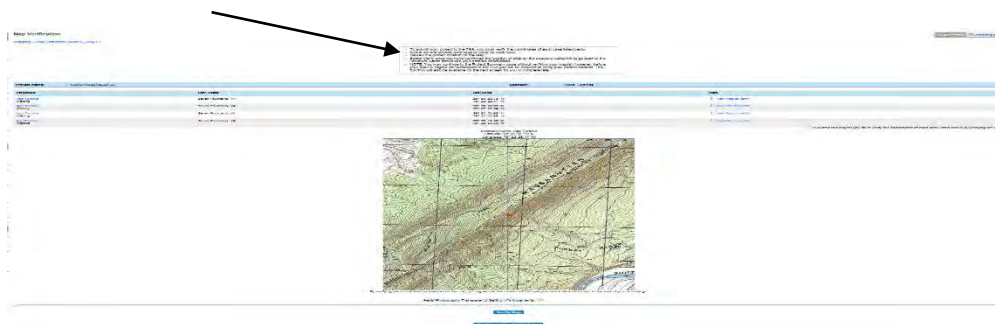


DD. **Clone Prior ASN frequencies** – (*Not a Required Field for WT/MT*) The Prior ASN field must be filled before entering frequencies. This link is displayed after the Specific Frequency Bands section. This link is only available if the e-filer adds a Prior ASN that has frequencies included in the case. When selected the applicable Common Frequency Bands and/or Specific Frequencies from the prior ASN auto populate and are available for edit by the e-filer prior to saving the draft. Once the e-filer saves this data, it becomes part of the current filing and is transmitted to the FAA with the new ASN. The e-filer is permitted to add additional frequencies if necessary after cloned frequencies are pre-populated but duplicate entries are not allowed. "Note: Frequencies will not be accepted if your Structure Type is 'Lighting Study'."

Selecting the **checkbox** to accept the certify statement.

When all required fields are completed, select the **[Save]** button. This will save the case data as a draft and take you to the *Project Summary* screen².

After case data has been saved as a draft, filers are taken to the **Map Verification** screen that displays all cases created on the previous Add New Case Off Airport screens and require Map verification before submission.





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Map Verification

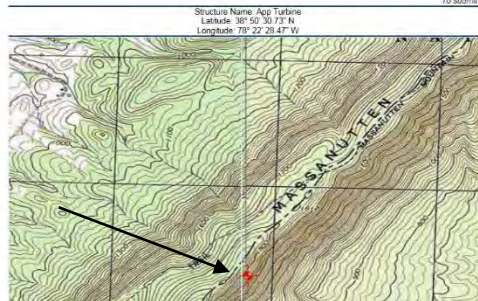
Mapping - Desk Reference Guide V_2014.2.0

has gone to the FAA [Print this page](#)

• To submit your project to the FAA, you must verify the coordinates of each case listed below
 • Select the link labeled View Map to verify for each case
 • Review the plotted location on the Map
 • Select Verify once you have confirmed the location or click on the structure name link to go back to the Structure Name and revise your entered coordinates
 • NOTE: You may continue to the Project Summary page without verifying the map(s), however, before your case is eligible for submission to the FAA you will be required to verify your plotted location. This function will also be available on the next screen for you to complete later.

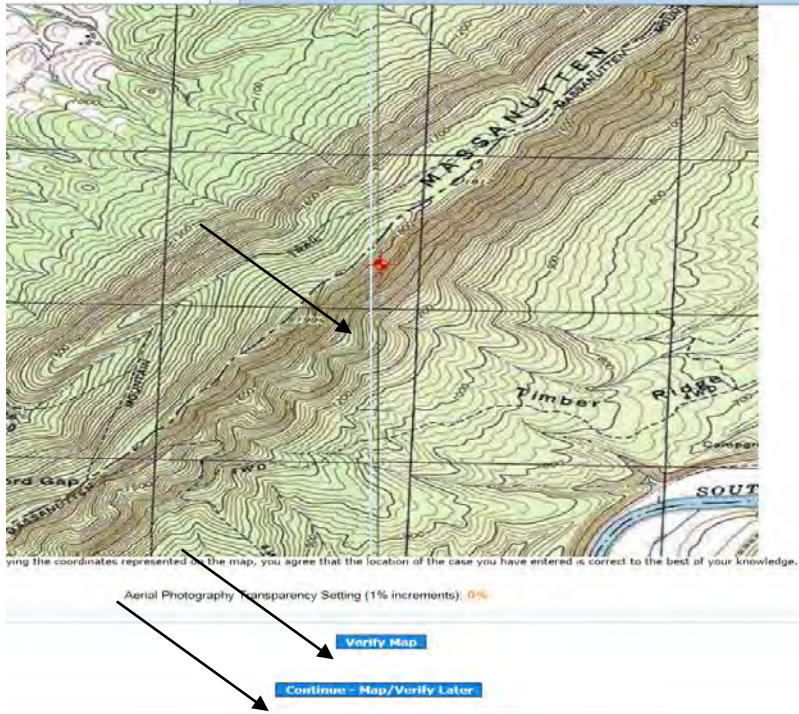
Structure	City, State	Lat/Long	Map
App Turbine Waiting	Seven Fountains, VA	38° 50' 30.73" N 78° 22' 38.47" W	View Map to verify
App Turbine Waiting	Seven Fountains, VA	38° 50' 22.07" N 78° 22' 37.74" W	View Map to verify
App Turbine Waiting	Seven Fountains, VA	38° 52' 20.63" N 78° 22' 42.38" W	View Map to verify
App Turbine Waiting	Seven Fountains, VA	38° 50' 12.68" N 78° 22' 50.10" W	View Map to verify

To submit this project you must verify the coordinates of each case listed above by verifying the map



- Select the link labeled **View Map to Verify** for each case (displayed above the map).
- Review the plotted structure location on the Map (red bullseye).
- Select **Verify Map** (at the bottom of the map) once you have confirmed the structure location or click on the **Structure** link to go back to the saved draft to revise your entered case coordinates.

Note: Once a map is verified, if the e-filer returns to the saved Off Airport data entry draft and re-certifies and saves the data, the filer is required to re-verify the map location prior to submission to the FAA. If the e-filer returns to the saved Off Airport data entry draft [view data] but cancels (does not re-certify the entered data), they won't be required to re-verify the Map.



NOTE: You may continue to the Project Summary screen without verifying your map(s), however, before your case is eligible for submission to the FAA you will be required to verify your plotted location. This function will also be available on the next screen for you to complete later.

When the only or last listed map in a project on the Map Verification screen is verified or if you continue to the Project Summary screen without verifying your map(s) the *Project Summary screen* will be displayed. Towards the right side of the page there will be a Map column and an Actions column. The Actions column contains the **Clone**, **Delete**, and **Upload a PDF** links. The Map column contains the **Verify Map** link.

Project Summary : BRICK-000342821-15
[Add Another Case to this Project](#) [Change the sponsor for this Project](#)

Lat/Long	Map	Actions
57° 45' 3.51" N 152° 30' 37.17" W	Verify Map	Clone Delete Upload a PDF



To map the case, select the **Verify Map** link.
If the crosshairs on the map match with your proposed structure location, select the **[Verify Map]** button. This will save the verified map but will *NOT* submit the case to the FAA. It will also return you to the *Project Summary screen*.

From the Project Summary page filers can verify or re-verify plotted location(s). "To submit your project you must verify the coordinates of each case listed above by verifying the map".

Project Name: NUORD-000342833-15 Sponsor: Njord Turbines

Project Summary: NUORD-000342833-15

Structure	City, State	Lat/Long	Map	Actions
App Turbine Waiting	Seven Fountains, VA	38° 55' 35.73" N 78° 22' 38.47" W	1 Verify Map	Close Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 22.07" N 78° 22' 37.74" W	1 Verify Map	Close Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 52' 20.63" N 78° 22' 42.38" W	1 Verify Map	Close Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 12.68" N 78° 22' 30.10" W	1 Verify Map	Close Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 55' 5.95" N 78° 22' 54.73" W	1 Show Map (Re-verify)	Close Delete Upload a PDF

Mapping - Desk Reference Guide V_2014.2.0 Attaching Documents - Desk Reference Guide V_2014.2.0

To submit this project you must verify the coordinates for each case listed above and upload a Project Layout Map, Spreadsheet, and [WI Data File](#) using the Upload a PDF link available on the lower right side of this page.

Upload a PDF to the Project:
Please upload all supporting case documentation including the latest certified survey, if available.

To verify or re-verify your plotted location from the Project Summary screen Select "Verify Map" or "Re-Verify Map" under the "Map" column header. Once you've confirmed the structure location, select the "Verify Map" button at the bottom of the map or click on the "Cancel" button to return to Project Summary screen.



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Structure Name: App Turbine
Latitude: 38° 50' 12.68" N
Longitude: 78° 22' 50.10" W

Measure Total distance: 0 Segment distance: 0

By verifying the coordinates represented on the map, you agree that the location of the case you have entered is correct to the best of you

Aerial Photography Transparency Setting (1% increments): 0%

Verify Map Cancel

Attach Documents to Cases

Actions

- Clone
- Delete
- Upload a PDF

For Off Airport cases you can upload PDF documents before and after submitting your case if needed.



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Upload Documents to a Wind Turbine/Met Tower Project

Saved Wind Turbine/Met Tower project drafts of three (3) or more records (or any combination of the two); require specific document types to be uploaded to successfully e-file a project (after individual maps have also been verified).

Efiler's must upload three specific document types: a **"Project Layout map"**, a **"Spreadsheet"** and a **"WT Data File"**. The documents must be uploaded using the "Upload a PDF to the Project" link (located on the lower right side of the project summary screen) for a project or three or more; or by individual upload to each case within a one or two case project using the "Upload a PDF" link available beneath the "Actions" header of the same screen. Please note, a WT Data File is not required for Met Tower only submissions.

Draft cases with maps already verified, but pending document upload, are placed in "Waiting" status, awaiting action from the filer to attach specific documents. These cases are released from "Waiting" status after the required documents have been successfully uploaded.

Projects

One or more cases can be grouped into a Project. Projects makes it easier to file, evaluate, manage, and approve related cases.



Notice of Proposed Construction or Alteration - Off Airport

Escaper Tools Print this page

Add a new Case Off Airport - Desk Reference Guide V_2015.3.0

Add a New Case Off Airport for Wind Turbines - Met Towers - Desk Reference Guide V_2015.3.0

Project Name: NJORD-000342833-15 Sponsor: Njord Turbines

Project Summary : NJORD-000342833-15
[Add Another Case to this Project](#) [Change the sponsor for this Project](#)

Structure	City, State	Lat/Long	Map	Actions
App Turbine Waiting	Seven Fountains, VA	38° 50' 30.73" N 78° 22' 28.47" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 22.07" N 78° 22' 37.74" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 52' 30.63" N 78° 22' 42.38" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 12.68" N 78° 22' 50.10" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 5.95" N 78° 22' 54.73" W	Show Map (Re-Verify)	Clone Delete Upload a PDF

Mapping : Desk Reference Guide V_2014.2.0 Attaching Documents : Desk Reference Guide V_2014.2.0

To submit this project, you must upload a Project Layout Map, Spreadsheet, and WT Data Files using the Upload a PDF link available on the lower right side of this page.

Upload a PDF to the Project
Please upload all supporting case documentation including the latest certified survey, if available.

Draft: Cases that have been saved by the user but have not been submitted to the FAA.
 Waiting: Wind Turbine/Met Tower cases that have not been submitted to the FAA and are waiting for an action from the user, either to verify the map or attach specific documents.
 Accepted: Cases that have been submitted to the FAA.
 Add Letter: Cases that have been reviewed by the FAA and require additional information from the user.
 Work in Progress: Cases that are being evaluated by the FAA.
 Issued: Cases that have been reviewed by the FAA and require resolution from the user.
 Determined: Cases that have a completed aeronautical study and an FAA determination.
 Terminated: Cases that are no longer valid.
 Please allow the FAA a minimum of 45 days to complete a study.

Add a Case

Project Summary :
[Add Another Case to this Project](#)

On the *Project Summary* screen you may select the **Add Another Case to this Project** link to add another case to this project. The cases entered this way will have the same project number.

Clone a Case

Actions
[Clone](#)
[Delete](#)
[Upload a PDF](#)

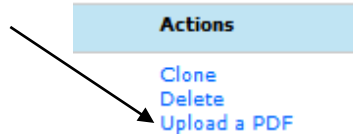
Another way to add a case to the project is to clone a new case from an existing case. E-filers can clone cases from the Project Summary screen of cases in their account regardless of the status (i.e. Draft/Submitted). To clone a case, click the **Clone** link. The cloning feature will copy most of the information over into a new *Case Data Entry* screen and link the cases together in a project. You may add as many cloned cases to your project as necessary. Once all of the maps for the project have been verified, the **[Submit]** button will appear on the *Project Summary* screen so that the entire project can be submitted to the FAA.



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Delete a Case



You may only delete cases in Draft status. To delete a single case or a case from a project, select the **Delete** link located under the Actions header on the Project Summary screen. This will display the *Confirm Case Deletion* screen. To continue with the delete, select the **[I Confirm]** button to execute the deletion.

Submit to FAA

Note: Before submitting your case/project to the FAA, determine if you need to use the Clone or Delete features.

After the case data has been saved, map(s) verified and Wind turbine/Met Tower document requirements met, the **[Submit]** button will appear on the *Project Summary screen* to allow you to submit the case to the FAA. If you have provided all the information about your case or project, select the **[Submit]** button. This will take you to the *Confirm Project Submission* screen.

Structure	City, State	Lat/Long	Map	Actions
App Turbine Waiting	Seven Fountains, VA	38° 50' 30.25" N 78° 22' 28.47" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 22.07" N 78° 22' 37.74" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 52' 20.65" N 78° 22' 42.38" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 13.68" N 78° 22' 50.10" W	Show Map (Re-Verify)	Clone Delete Upload a PDF
App Turbine Waiting	Seven Fountains, VA	38° 50' 5.95" N 78° 22' 54.72" W	Show Map (Re-Verify)	Clone Delete Upload a PDF

Mapping - Desk Reference Guide V_2014.2 | Attaching Documents | Desk Reference Guide V_2014.2 | Upload a PDF to the Project Please upload all supporting case documentation including the latest certified survey, if available.

You may submit your Project to the FAA.

Submit

Select the **[I Confirm]** button to submit the case or project to the FAA. When the submission is done, OE/AAA will display the *Project Submission Success* screen.



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Confirm Project Submission
Project Name: BRICK-000342821-15

Please confirm you would like to submit Project BRICK-000342821-15 and associated cases to the FAA for processing.

[I Confirm](#) [Back](#)

The Aeronautical Study Number (ASN) assigned to your filed case(s) and other submission information is displayed. The Project Submission Success screen includes a link to a **state aviation contacts** map to determine if coordination of your proposed activity is necessary with your state aviation department.

Project Submission Success
Project Name: BRICK-000342821-15

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Project BRICK-000342821-15 has been submitted successfully to the FAA.

Your filing is assigned Aeronautical Study Number (ASN):
2015-AAL-287-OE
2015-AGL-13999-OE

Please refer to the assigned ASN on all future inquiries regarding this filing.

Please return to the system at a later date for status updates.

It is the responsibility of each e-filer to exercise due diligence to determine if coordination of the proposed construction or alteration is necessary with their state aviation department. Please use the link below to contact your state aviation department to determine their requirements:

[State Aviation Contacts](#)

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