



Hayward Executive Airport
20301 Skywest Drive
Hayward, CA 94541

**Structures in Airport Zones
When Do I Need to File an FAA Form 7460-1?
Objects Affecting Navigable Airspace (14CFR77)**

August 2024

Background

The Federal Aviation Administration (FAA) has jurisdiction over airspace in the U.S. Of concern to FAA officials is the potential safety issue posed by new permanent structures such as buildings, communication towers, power lines, light fixtures, and temporary hazards such as construction cranes. These safety concerns increase in the vicinity of airports.

Accordingly, a property owner or their designee (such as a building contractor) is required to notify the FAA of construction or alteration plans well in advance. After review, the FAA then issues a finding that a project is approved or that it represents a hazard. In some cases, a hazard may be remedied by including obstruction markings or lighting in the project, and in other cases modifications may be made to the design of a proposed structure in order to ensure aviation safety.

This document provides information that will be helpful in understanding local, state, and FAA requirements, and your responsibilities for notification.

What kinds of proposed projects require notice to the FAA?

To determine if your project requires completion of a FAA form 7460 prior to construction go to <https://oeaaa.faa.gov/> and use the [FAA Notice Criteria Tool](#). Be prepared to provide the latitude and longitude of each of the structures, max height of the structure, and site elevation. You will need to provide screenshots of each corner and its evaluation for the permit center to verify. This tool is for convenience. Please consult the latest version of the Federal Aviation Regulations Part 77 Objects Affecting Navigable Airspace, Subchapter C, Title 14 of the Code of Federal Regulations, or 14 CFR 77 and instructions on the FAA form 7460 for official guidance.

How to obtain a PDF of the FAA Form 7460: The most recent version of FAA Form 7460 can be obtained on the FAA's web site at www.faa.gov (search for Form 7460).

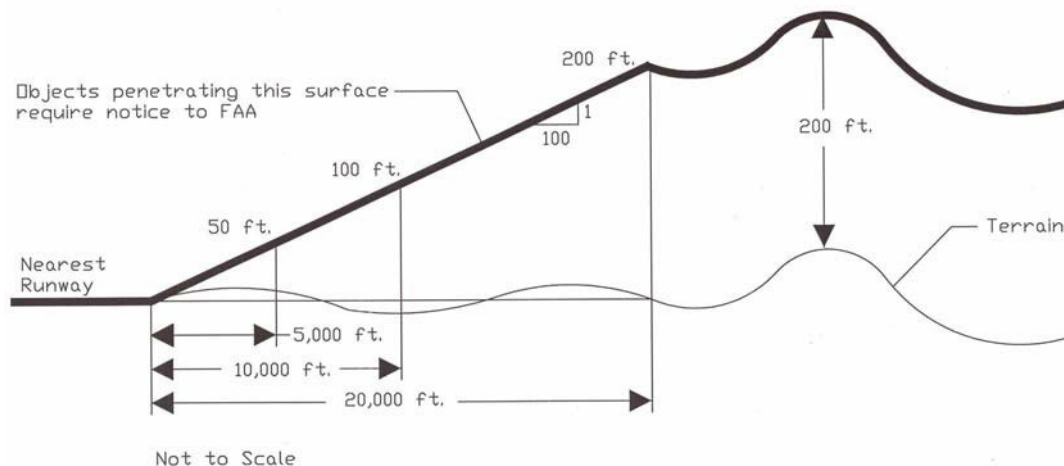
How tall does my proposed project have to be before I notify the FAA?

The FAA requires notification of proposed construction or alterations using FAA Form 7460 (Notice of Proposed Construction or Alteration). The most important data that must be provided (1) the coordinates in longitude and latitude, preferably down to hundredths of seconds and (2) the proposed height of the structure above mean sea level.

FAA Form 7460 must be filed for:

- (1) On-Airport: All projects anywhere within the airport boundary.
- (2) Off-Airport: Any structure more than 200 ft. in height above ground level (AGL) at the site.
- (3) Off-Airport: Any structure penetrating an imaginary surface from the edge of the nearest runway at a 100 to 1 slope to 20,000 ft. away from that runway.

Any structure that penetrates the imaginary surface depicted below requires notice to the FAA:



FAA Form 7460 can be filed on-line at <https://oeaaa.faa.gov>. Before e-filing you must become a registered user by completing a web-based form with contact information and a user name and password. For a list of FAA contacts for assistance go to the <https://www.faa.gov/> and search for [Air Traffic Areas of Responsibility Map](#) or contact the [FAA Airports Region / District Office](#).

Are there any exceptions to the requirement to file FAA Form 7460?

An FAA Form 7460 is not required for “any object that would be shielded by existing structures of a permanent and substantial character or by natural terrain or topographic features of equal or greater height and would be located in the congested area of a city, town, or settlement where it is evident beyond all reasonable doubt that the structure so shielded will not adversely affect safety in air navigation.” By electing to use this exception you are accepting responsibility that your project is not an obstruction or hazard to air navigation. It is in your best interest to submit FAA Form 7460, allowing the FAA to determine whether a proposed project might be an obstruction or hazard to air navigation.

How long does it take for the FAA to review FAA Form 7460?

Project sponsors should allow up to **120 days** for the FAA to review your FAA Form 7460, prepare an aeronautical study, and issue an FAA Notice of Determination with the results. By submitting the form well in advance can make adjustments, if necessary, you or re-file.

What does the FAA check for?

When a Form 7460 is submitted, the FAA begins a comprehensive aeronautical study to check both visual and instrument flight paths near the proposed project. The FAA checks compliance with 14CFR77 and

FAA Order 8260.3B, and related orders. The FAA, in association with the Federal Communications Commission (FCC), also checks for potential electronic interference with navigation aids. The results of the FAA's aeronautical study are returned to you in an FAA Notice of Determination.

Tips for Completing FAA Form 7460

Accuracy of latitude/longitude coordinates: We suggest that all coordinates submitted on FAA Form 7460 be accurate to hundredths of seconds of latitude and longitude (e.g., N37°42'48.21" W122°12'54.13"). Because protected airspace is quite complex, small changes in location can yield significant changes in the allowable height.

Elevations must be submitted with a reference datum of mean sea level: The elevation of the site must be submitted "above mean sea level" or "above North American Vertical Datum of 1983" or "above NAVD 83". Elevations should NOT be submitted in reference to any other datum.

Complex structures: FAA Form 7460 requires you to provide one elevation (above mean sea level) and one latitude/longitude coordinate to describe the proposed project. However, it is often difficult to describe more complicated projects, such as buildings, moveable gantry cranes, etc., with one elevation and coordinate. For these situations, it is recommended that file multiple forms to more fully define the project for FAA evaluation. For example, for a new building should you file four separate forms with the four coordinates and four elevations for the four corners of the proposed building. For a movable crane, several forms should be filed with multiple coordinates and elevations defining the operating envelope of the crane. Each coordinate and associated elevation should be placed on a separate FAA Form 7460.

Getting help prior to submitting FAA Form 7460: Hayward Executive Airport staff is available to assist project sponsors with basic questions regarding FAA Form 7460. The FAA is ultimately responsible for making a final determination. For assistance, please contact:

Hayward Executive Airport

20301 Skywest Drive
Hayward, CA 94541
(510) 293-8678
hayward.airport@hayward-ca.gov

Guarantee the maximum height of your structure within stated tolerances: It is recommended that you guarantee the height of the proposed construction/alteration within tolerances (e.g., plus/minus 3 feet, etc.). In certain instances, the FAA may require a post-construction survey to verify that the maximum height stated on FAA Form 7460 is what was constructed. For further information on tolerances, please refer to FAA Order 8260.19, Flight Procedures and Airspace, Appendix 2 (Obstacle Accuracy, Standards, Codes, and Sources).

Permit requirements relative to FAA Form 7460: Prior to issuance of a City of Hayward building permit, the airport requires that the project sponsor provide (1) a copy of the FAA Form 7460 filed with the FAA, and (2) the results of the FAA aeronautical study (i.e., the FAA Notice of Determination).

Before issuing local Notices to Airmen (NOTAMs) for temporary crane operations, obtain a copy of the original FAA Form 7460 and FAA Notice of Determination.

Disclaimer

The information in this publication is provided for educational purposes only. Please consult the latest

version of 14CFR77 and instructions for FAA Form 7460. Also, please note that there may be other height restrictions for a particular site beyond those imposed by FAA including, but limited to, city general plans, local zoning ordinances, State requirements, County Airport Land Use Commission restrictions.

Once Notice of Determination letter is received.

Make sure to review the determination letter you receive from the FAA thoroughly. In some cases, you must contact the affected FAA facility or airport prior to construction. The notification must include the project timeline and schedule. The FAA facility and/or the airport may be required to issue a Notice to Airman (NOTAM). This notification must be submitted at least 72 hours in advance to give pilots appropriate notification of the potential hazard. Follow all instructions in the letter.

To notify Hayward Executive Airport

20301 Skywest Drive
Hayward, CA 94541
(510) 293-8678
hayward.airport@hayward-ca.gov