



Federal Aviation
Administration

FEDERAL AVIATION ADMINISTRATION

OE/AAA®

OBSTRUCTION EVALUATION / AIRPORT AIRSPACE ANALYSIS

DESK REFERENCE GUIDE

SUBJECT: View Letters

**You are not required to have a registered e-filing account*

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.



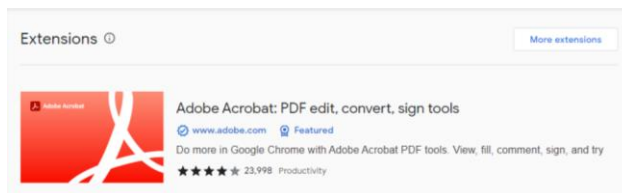
Federal Aviation
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Browser

OE/AAA letters can be viewed in popular browsers such as Microsoft Edge, Google Chrome, Mozilla Firefox and Apple Safari.

Google Chrome Note:

Before attempting to view letters in Google Chrome, check to see if you have the Adobe Acrobat extension (shown below) installed on your Chrome browser.



If you do, you must disable or uninstall the extension in order to view OE/AAA letters. If you do not want to disable or uninstall, use a different web browser such as Microsoft Edge, to view letters.



Federal Aviation Administration

View Letters (when NOT Logged In)

*You are not required to have a registered e-filing account

When NOT Logged into a registered e-file account:

View the **Latest** (most recent) **Letter** of cases in the following statuses using Search Archive by ASN:

Statuses:

- Determined: Cases have a completed aeronautical study.
- Circularized: Cases have been opened for public comment.
- Interim: Cases that have been reviewed by the FAA and require resolution from the user.

Example: OE/AAA Web Site - Search Archive link

The screenshot shows the OE/AAA website interface. On the left is a navigation menu with the following items: Home, FAA OE/AAA Offices, View Determined Cases, View Interim Cases, View Proposed Cases, View Supplemental Notices (Form 7460-2), View Circularized Cases, Search Archives (highlighted with a blue box and an arrow), Download Archives, and Download Correspondence. The main content area is titled "Obstruction Evaluation / Airport Airspace Analysis (OE/AAA)". It contains introductory text about Title 14 of the Code of Federal Regulations (14 CFR) Part 77, a link to "Advisory Circular 70/7460-1L Ch", and a section titled "OE/AAA File" with the text: "If your organization is planning to sponsor any construction or alterations which may affect navigable airspace, you must file a I FAA." Below this text is a banner with the text "CLICK HERE If you have received a post card" and an image of a postcard.



Instructions:

1. Select the **Search Archives** link (on the left side of the screen under the "Obstruction Evaluation" header).
2. On the Search Archives screen, enter the Aeronautical Study Number (ASN).
3. Then, select the [**Search**] button. (This will take you to the Archive Search Results screen.)

Example: Search Archives Screen – Enter ASN

Off Airport

Search For: Off Airport Cases or On Airport Cases

Year: 2014

ASN: [highlighted]

FAA Region: [dropdown]

City: [text box]

State: [dropdown]

FCC Number: [text box]

Status: All

7460-2 Filed: [dropdown]

Search Reset

On Airport

Search For: Off Airport Cases or On Airport Cases

Year: [dropdown]

ASN: [highlighted]

FAA Region: [dropdown]

City: [text box]

State: [dropdown]

FCC Number: [text box]

Status: All

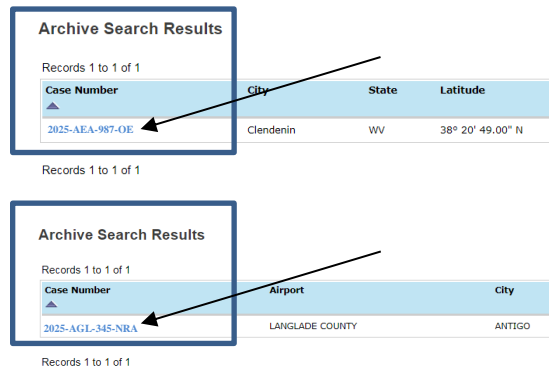
7460-2 Filed: [dropdown]

Search Reset



- On the Archive Search Results screen, select the applicable ASN under Case Number link. *(This will take you to the 7460-1 Case Data screen for the ASN you selected.)*

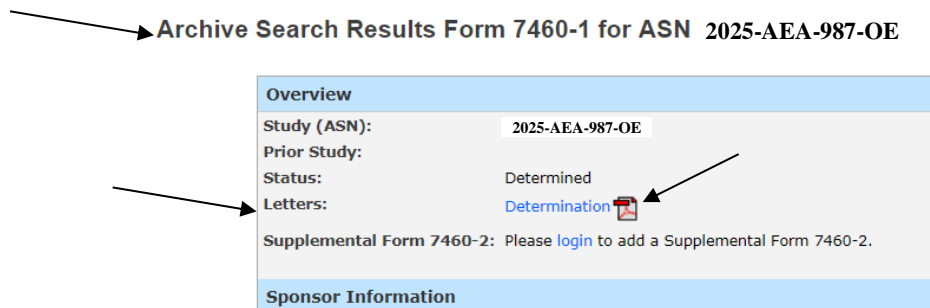
Example: Archive Search Results screen – Case Number Link



- The **Latest** (most recent) **Letter** issued for a case is available for view on the case **Archive Search Results** screen in the Overview section for Off Airport cases and in the **Details for Case** Screen - Form 7460-1 Case Information section for On Airport cases *(without being logged into a registered e-file account)*.

Example:

Archive Search Results - Form 7460-1 (Off Airport Overview section)



Example:



Archive Search Results:

Notice of Proposed Construction or Alteration - On Airport

Case Information

Component Type: OTHER

Development Type: OTHER - Improvements

Other Desc: Drainage Improvements

Prior Study:

Date Determined: 02/04/2025

Letters: 02/04/2025 NO7460

Common Frequency Bands

Low Freq	High Freq	Freq Unit	ERP	ERP Unit
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View Letters (When Logged In)

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

When Logged into a registered e-file account:

The **Latest** (most recent) **Letter** issued for a case is available for view within your registered e-file account on the **Project Summary** screen.

Project Summary : BRICK-000021795-05

Lat/Long	Map	Actions	7460-2 Received	Latest Letter
26° 7' 30.01" 80° 8' 20.56"	Show Map	Clone Upload a PDF		TER



View the **Latest** (most recent) **Letter** for cases in the following five statuses (as applicable [OFF or On airport]) using the Case Status links:

Statuses:

- Add Letter: Cases that have been reviewed by the FAA and require additional information from the user.
- Interim: Off airport 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.
- Circularized: Off airport cases which have been opened for public comment.
- Terminated: Cases that are no longer valid.

View **All** Letters issued for an individual case within your registered e-file account on the **Details for Case** screen.

Instructions:

1. On your Portal Page, under the OFF or On Airport Construction header in the My Cases by Status section; select the applicable status link.

Example: Portal Page – Case Status Link

OE/AAA Portal Page ←

faa.gov Tools: Print this page

<p style="text-align: center;">My Account</p> <p>Name: User Name: Login Time: IP Address:</p> <p>Actions: What's New OE/AAA System User Guide OE/AAA LAP Efiler User Guide Update Account Information Change Password Logout</p> <p>Email Notifications: Circularized Case Notification Subscription Preferences</p> <p>Documents: FAA Acronyms</p>	<p style="text-align: center;">Off Airport Construction (includes on Military Airport)</p> <p> My Cases (Off Airport) Add New Case (Off Airport) Add Multiple Cases (Off Airport) Add Supplemental Notice (7460-2 Form) My Sponsors Add New Sponsor Off Airport Contacts My Circ Comments </p> <p>My Cases by Status:</p> <table border="1"> <tr><td>Draft</td><td>32</td></tr> <tr><td>Waiting</td><td>5 * Action required</td></tr> <tr><td>Accepted</td><td>0</td></tr> <tr><td>Add Letter</td><td>0</td></tr> <tr><td>Work in Progress</td><td>0</td></tr> <tr><td>Interim</td><td>0</td></tr> <tr><td>Determined</td><td>0 Extension Request</td></tr> <tr><td>Circularized</td><td>0 Temporary Structure Notification</td></tr> <tr><td>Terminated</td><td>23</td></tr> <tr><td>All</td><td>60</td></tr> </table> <p>Draft: Cases that have been saved by the user but have not been submitted to the FAA. Waiting: Wind Turbine/Met Tower (w/WT Farm) cases that have not been submitted to the FAA and are waiting for an</p>	Draft	32	Waiting	5 * Action required	Accepted	0	Add Letter	0	Work in Progress	0	Interim	0	Determined	0 Extension Request	Circularized	0 Temporary Structure Notification	Terminated	23	All	60	<p style="text-align: center;">On Airport Construction (excludes on Military Airport)</p> <p>Please file all Modification of Standards requests at https://airports-gis.faa.gov Please file all Wind Turbine/Met Tower (w/WT Farm) as Off Airport</p> <p> My Cases (On Airport) Add New Case (On Airport) My Sponsors Add New Sponsor Create New Landing Area Proposal (LAP) My Landing Area Proposals (LAPs) On Airport Contacts Manage Airport Operations Staff </p> <p>My Cases by Status:</p> <table border="1"> <tr><td>Draft</td><td>8</td></tr> <tr><td>Waiting</td><td>5 * Action required</td></tr> <tr><td>Accepted</td><td>0</td></tr> <tr><td>Add Letter</td><td>0</td></tr> <tr><td>Work in Progress</td><td>0</td></tr> <tr><td>Determined</td><td>0</td></tr> <tr><td>Terminated</td><td>14</td></tr> <tr><td>All</td><td>27</td></tr> </table> <p>Draft: Cases that have been saved by the user but have not been submitted to the FAA. Waiting: 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 a document. Accepted: Cases that have been submitted to the</p>	Draft	8	Waiting	5 * Action required	Accepted	0	Add Letter	0	Work in Progress	0	Determined	0	Terminated	14	All	27
Draft	32																																					
Waiting	5 * Action required																																					
Accepted	0																																					
Add Letter	0																																					
Work in Progress	0																																					
Interim	0																																					
Determined	0 Extension Request																																					
Circularized	0 Temporary Structure Notification																																					
Terminated	23																																					
All	60																																					
Draft	8																																					
Waiting	5 * Action required																																					
Accepted	0																																					
Add Letter	0																																					
Work in Progress	0																																					
Determined	0																																					
Terminated	14																																					
All	27																																					



- On the “**My Cases in XXX Status**” screen, under the “**Project Name**” header, select the applicable case Project Name link. *(This will take you to the Notice of Proposed Construction or Alteration – Project Summary screen of the case you selected.)*

Off Airport

ASN	Folder Name	Project Name	Structure Name	Status
<input type="checkbox"/> 2025-WTW-290-OE	Comanche Run	COMAN-000465893-15	A-1	Work In Progress
<input type="checkbox"/> 2025-WTW-291-OE	Comanche Run	COMAN-000465893-15	A-3	Work In Progress

On Airport

ASN	Folder Name	Project Name	Airport
<input type="checkbox"/> 2025-ASO-1940-NRA		Bric-363993911-18	ROCKY ACRES
<input type="checkbox"/> 2025-ASO-1941-NRA		Bric-363993916-18	ROCKY ACRES

- The **Latest** (most recent) **Letter** issued for the selected case is available for view on the case **Notice of Proposed Construction or Alteration – Project Summary** screen for both Off and On Airport cases.

Off Airport

Project Summary : CENTR-000217096-12

Lat/Long	Map	Actions	7460-2 Received	Latest Letter
44° 24' 24.43" 70° 9' 50.93"	Show Map	Clone Upload a PDF		TER
44° 24' 20.57" 70° 8' 50.74"	Show Map	Clone Upload a PDF Add 7460-2		NPH
44° 24' 16.75" 70° 8' 50.55"	Show Map	Clone Upload a PDF		NPH

On Airport

Project Summary: Van -147891550-11

te	Lat/Long	Map	Document	Actions	Latest Letter
OLIS, MN	44°53'52.00"N 93°13'08.70"W	Show Map		Upload a PDF	NO7460
OLIS, MN	44°53'49.20"N 93°13'25.40"W	Show Map		Upload a PDF	NO7460



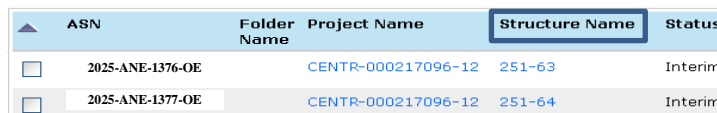
View **All Letters** issued for an individual case within your registered e-file account on the **Details for Case** screen.

Instructions:

1. To view all OE/AAA Letters issued for an individual case, go to the "My Cases in XXX Status" screen and select the desired **Structure Name** Link for Off Airport and the **Airport link** for On Airport cases).

Example: My Cases in XXX Status Screen – Structure Name Link

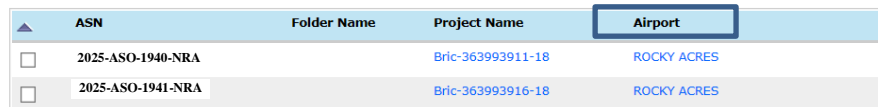
Off Airport



ASN	Folder Name	Project Name	Structure Name	Status
<input type="checkbox"/> 2025-ANE-1376-OE		CENTR-000217096-12	251-63	Interim
<input type="checkbox"/> 2025-ANE-1377-OE		CENTR-000217096-12	251-64	Interim

Example: My Cases in XXX Status Screen – Airport Link

On Airport



ASN	Folder Name	Project Name	Airport
<input type="checkbox"/> 2025-ASO-1940-NRA		Bric-363993911-18	ROCKY ACRES
<input type="checkbox"/> 2025-ASO-1941-NRA		Bric-363993916-18	ROCKY ACRES

2. View **All** Letters issued for an individual case within your registered e-file account on the **Details for Case** screen (Form 7460-1 Case Information section for On Airport cases).



Example: Details for Case screen – View **Off Airport** Letters (PDF File)

Details for Case : WTG 1
[Show Project Summary](#)

Date Accepted:	04/02/2025	
Date Determined:	09/26/2025	
Letters:	10/26/2025	CIR
	09/21/2025	NPH
	04/10/2025	ADD

Example: Details for Case screen – View **On Airport** Letters (PDF File)

Details for Case

Case Information

ASN:

Component Type: OTHER

Development Type: OTHER - Miscellaneous

Other Desc: Temp Stockpiles

Prior Study:

Date Determined: 10/04/2025

Letters:

10/04/2025	NO7460	
09/04/2025	REC	