

Supporting Statement A
Federal Aviation Administration
Notice of Construction, Alteration, Activation and Deactivation of Airports
OMB 2120-0036

The following changes have occurred with this collection:

- Updated the collection name from “Notice of Landing Area Proposal” to “Notice of Construction, Alteration, Activation and Deactivation of Airports” to reflect the wider purpose of the collection.
- Made adjustments to requested data fields to reflect the increased interest in vertical lift facilities and make submissions by those operators easier.
- Decreased the hourly burden to respondents to reflect a decrease in the expected number of annual submissions (from 645 to 552).
- Increased the cost burden to respondents to reflect higher wage costs.
- Decreased costs to the Federal Government to reflect lower submissions and stable wage costs.

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.

49 U.S.C. Section 44502 (c) (2) provides that “To ensure conformity, an airport or landing area not involving the expenditure of Government money may be established or constructed, or any runway may be altered substantially, only if the Administrator of the FAA is given reasonable prior notice so that the Administrator may provide advice on the effects of the establishment, construction, or alteration on the use of airspace by aircraft.”

Regulations to implement the provisions of Section 44502 are contained in Title 14 Code of Federal Regulations (CFR) Part 157, Notice of Construction, Alteration, Activation, and Deactivation of Airports.¹ This regulation requires each proponent who intends to do any of the following to notify the FAA:

- Construct or otherwise establish a new airport or activate an airport. (Airport means any airport, heliport, helistop, vertiport, gliderport, seaplane base, ultralight flightpark, manned balloon launching facility, or other aircraft landing or takeoff area.)
- Construct, realign, alter or activate any runway or other aircraft landing or takeoff area of an airport.
- Construct, realign, alter or activate a taxiway associated with a landing or takeoff area on a public-use airport.
- Deactivate, discontinue using or abandon an airport or any landing or takeoff area of an airport for a period of one year or more.
- Change the status of an airport from private use to public use or from public use to another status.

¹ See [eCFR: 14 CFR Part 157 -- Notice of Construction, Alteration, Activation, and Deactivation of Airports](#).

- Change any traffic pattern or traffic pattern altitude or direction.
- Change status from Instrument Flight Rules (IFR) to Visual Flight Rules (VFR) or VFR to IFR.

The FAA uses the collected information to conduct airport airspace analyses and determine whether proposed construction, alteration, activation, or deactivation will impact airport operations or the safety of air navigation.

This collection of information supports DOT's strategic goal on safety.

As indicated during the last renewal of this information collection, the FAA has moved the online instrument for this collection into the Airport Data and Information Portal (ADIP), which is managed by the Office of Airports (see OMB Number 2120-0015, expiration date 6/30/2027). This change helps ensure better data management by consolidating related airport data within a single system managed by the office responsible for the data. We intend to consolidate this collection with 2120-0015 when the latter collection is next renewed.

2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.

Title 14 CFR Part 157 mandates that all "persons proposing to construct, alter, activate, or deactivate a civil or joint-use (civil/military) airport or to alter the status or use of such an airport" must notify the FAA before any construction, alteration, or change to the status or use of an airport. Airports submit this information using FAA Form 7480-1, Notice of Landing Area Proposal,² or its online equivalent.³ The collection is reporting and occurs on occasion as needed.

This collection requires proponents to report and certify the purpose of the notification; the name, location, use, and type of landing area affected; landing area data; and operation data.

The FAA uses the information collected to:

- Determine the effects the proposed action will have on existing airports and on the safe and efficient use of airspace by aircraft.
- Determine the effects the proposed action will have on existing or contemplated traffic patterns of neighboring airports.
- Determine the effects the proposed action will have on the existing airspace structure and projected programs of the FAA.
- Determine the effects that existing or proposed manmade objects (on file with the FAA) and natural objects within the affected area will have on the airport proposal.

Proponents are also required to notify the FAA within 15 days after completion of the project, also via ADIP. The FAA requires this notification because many proposals are never completed for reasons pertinent only to the sponsor. The confirmation of project completion is needed to identify cancelled proposals, allow the release of any airspace that may have been reserved for these projects and facilitate the update of aeronautical charts and flight information publications that may have included them.

² See [Form 7480-1 - Notice for Construction, Alteration and Deactivation of Airports](#).

³ Online submission is available to registered users via the [Airport Data and Information Portal](#).

We anticipate the information collected will be disseminated to the public or used to support publicly disseminated information in aeronautical charts and flight information publications. FAA Office of Airports will retain control over the information and safeguard it from improper access, modification and destruction, consistent with DOT/FAA standards for privacy and electronic information. The information collection is designed to yield data that meets all applicable information quality guidelines.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

The FAA has automated this collection and makes it available online through the Airport Data and Information Portal.⁴ The ability to file a notice for on-airport construction, alteration, and deactivation electronically has proven to be beneficial to respondents as it facilitates faster processing by the FAA. Currently, the FAA estimates that 94 percent of respondents are using this system to file electronically.

We will continue to make available a fillable/fileable PDF form for this collection, [Form FAA 7480-1, Notice for Construction, Alteration and Deactivation of Airports](#), for those respondents who cannot or choose not to use the electronic system. Based on very limited use, the PDF will likely be phased out in the future.

The collected information is used to perform an airspace analysis to determine whether the proposed construction, alteration, activation, or deactivation will impact airport operations or the safety of air navigation. Once the airport is properly vetted, the results of the collection are made available at [Airport Data and Information Portal](#) and [Obstruction Evaluation / Airport Airspace Analysis \(OE/AAA\)](#). (Both pages use the same source data.)

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.

The FAA is the only Federal agency with the statutory requirement to collect this information. The regulation specifies that proponents must report construction, alteration (physical, status, or use), activation, or deactivation of a civil or joint-use (civil/military) airport to the appropriate FAA Airport District/Field Office or Regional Office. The collection is used primarily for new facilities or for the addition of new runways for which airport master record data (OMB Number 2120-0015, FAA Airport Data and Information) does not currently exist. Once verified and validated, the information is used to create or modify the facility's airport master record data, which is made available by the FAA's Aeronautical Information Services, the authoritative government source for disseminating aeronautical data for the U.S. and its territories. This authoritative source ensures there is no duplicative collection.

5. If the collection of information involves small businesses or other small entities, describe the methods used to minimize burden.

The information collected has been designed to minimize the burden on all respondents, including small businesses and other small entities. Any State or local government, small business, or individual proposing to establish, alter, or construct a landing area can receive

⁴ Available at [Airport Data and Information Portal](#).

assistance from the FAA during the project planning phase on the feasibility of a project from an airspace utilization standpoint. Prospective project sponsors are encouraged to take advantage of this service, particularly on new airport projects, before money is expended for the acquisition of real property or for projects involving extensive engineering plans.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

The collection of information is essential to the FAA's Congressionally mandated mission of ensuring the safety of aircraft and the safe and efficient use of airspace by aircraft. By maintaining this information, the FAA can ensure the currency and accuracy of aeronautical navigation charts, which provide pilots safe landing areas in case of emergencies. Failure to report this information could have negative impacts on air traffic and diminish the safety of the national airspace system. Failure to report this information 90 days in advance, as required, could result in a delay in the required analysis and in the construction/status/change being reported.

The FAA does not dictate the frequency of collection. It is triggered by and completely dependent on the decision of the proponent "to construct, alter, activate, or deactivate a civil or joint-use (civil/military) airport or to alter the status or use of such an airport".

7. Explain any special circumstances that would cause an information collection to be conducted in a manner:

- *requiring respondents to report information to the agency more often than quarterly;*
- *requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;*
- *requiring respondents to submit more than an original and two copies of any document; requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records, for more than three years;*
- *in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;*
- *requiring the use of a statistical data classification that has not been reviewed and approved by OMB;*
- *that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or*
- *requiring respondents to submit proprietary trade secrets, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.*

There are no special circumstances.

8. Provide information on the PRA Federal Register Notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received in response to that notice and describe the actions taken by the agency in response to those comments. Describe the efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

A Federal Register Notice published on September 18, 2025 (90 FR 45098), solicited public comment. The FAA received one anonymous comment requesting an exemption from this reporting requirement. The commenter asked the FAA Administrator, along with multiple other Federal departments and agencies, to issue a “No Objection” airspace determination for an unspecified activity. The commenter did not provide sufficient detail to identify a specific proposal or operation that could be evaluated under 14 CFR part 157, part 77, or applicable FAA airspace review procedures. Airspace determinations require the submission of complete and accurate information about the proposed activity, and the FAA cannot issue a predetermined or blanket airspace determination absent a valid filing. Accordingly, the FAA has made no changes to the information-collection requirements in response to this comment.

In addition, FAA staff presented and consulted with airports and industry organizations on the need and process for providing the FAA with notice of proposed construction, alteration, activation, or deactivation. During these exchanges, staff also collect recommendations from airports and industry about improvements to this collection.

9. Explain any decisions to provide payments or gifts to respondents, other than remuneration of contractors or grantees.

The FAA does not provide payments or gifts to respondents.

10. Describe any assurance of confidentiality provided to respondents and the basis for assurance in statute, regulation, or agency policy.

We offer no assurance of confidentiality.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

There are no sensitive questions.

12. Provide estimates of the hour burden of the collection of information. The statement should:

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so,**

agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices. * If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens.

- Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included under item 13.

Over the next collection period, we anticipate approximately 552 submissions with an associated wage and benefits cost of \$35,328 annually. The amount of time to complete the requested information remains at 60 minutes (1 hour).

Summary (Annual numbers)	Reportin g	Recordkeepin g
IC 1		
# of Respondents	552	0
# of Responses per respondent	1	0
Time per Response	1 Hr.	0
Total # of responses	552	0
Total burden (hours)	552	0

$$552 \times 1.0 \text{ hour} = 552 \text{ hours}$$

The wage cost is based on the mean hourly wage of an Airfield Operations Specialist⁵ of \$32 (rounded), multiplied by 2 to account for benefits plus other overhead costs such as rent, utilities, and office equipment⁶.

⁵ Occupation 53-2022, BLS Occupational Employment Statistics for Transportation, May 2024. See <https://data.bls.gov/oes/#/industry/000000>.

⁶ U.S. Department of Health and Human Services, Guidelines for Regulatory Impact Analysis, Table 4.2, Constructing Default Estimates of the Value of Time, 2016. See https://aspe.hhs.gov/sites/default/files/private/pdf/242926/HHS_RIAGuidance.pdf.

$$(\$32 \times 2) \times 552 = \$35,328$$

13. Provide an estimate for the total annual cost burden to respondents or record keepers resulting from the collection of information.

Proponents who choose to submit the Form 7480-1 by U.S. mail will incur a small material cost of approximately \$26. Each year, about 6 percent (approximately 33) of respondents choose to file notice via U.S. mail.

$$33 \times \$0.78 \text{ (cost of first class stamp}^7\text{)} = \$26.$$

14. Provide estimates of annualized costs to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.

The total estimated annualized cost to the Federal government is \$103,776.

Within the Airports organization, most airspace specialists belong to the 343, Management and Program Analyst, series, and they report spending an average of 2 hour per notice analyzing and processing the data.

The average hourly pay for airspace specialists is \$47 (rounded)⁸, multiplied by 2 to account for benefits plus other overhead costs such as rent, utilities, and office equipment, for a fully loaded hourly wage of \$94.

Based on the average fully loaded hourly wage of \$94,552 expected notices annually, and an average processing time of 2 hours per notice, the FAA estimates the following total annualized cost to the government:

$$(94 \times 552 \times 2) = \$103,776.$$

15. Explain the reasons for any program changes or adjustments.

The burden for this collection is being adjusted to reflect fewer submissions and higher costs for respondents. Increasing wages and increased cost in the price of first-class mail have resulted in an increase to both the wage and material costs to respondents.

Within the aviation industry, there has been significant interest in the establishment and expansion of vertiports to Advanced Air and Urban Air Mobility for commercial purposes.

⁷ Cost increase expected as of July 13, 2025. See <https://about.usps.com/newsroom/national-releases/2025/0409-usps-recommends-new-prices-for-july-2025.htm>.

⁸ See Occupation 13-1111, Federal, State, and Local Government, excluding Schools, Hospitals, and the USPS, May 2024, at <https://data.bls.gov/oes/#/industry/999000>.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

Once the FAA properly vets submitted data, the results of the collection are provided to FAA's aeronautical information services, the authoritative government source for collecting, storing, maintaining, and disseminating aeronautical data for the U.S. and its territories. This data is published in aeronautical charts and flight information publications and made available online at [Airport Data and Information Portal](#) and [Obstruction Evaluation / Airport Airspace Analysis \(OE/AAA\)](#). (Both pages use the same source data.)

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons why display would be inappropriate.

The FAA does not request an exemption from placing the expiration date on FAA Form 7480-1.

18. Explain each exception to the topics of the certification statement identified in "Certification for Paperwork Reduction Act Submissions."

There are no exceptions.