



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

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Attention Airport Managers

Subject: Important notice regarding airspace proposal notifications

The Michigan Tall Structure Act (Act 259, P.S. 1959, as amended by Act 296 P.A. 1986), places authority for review of construction proposals which may affect Michigan airspace with the Michigan Aeronautics Commission (MAC). The Michigan Aeronautics Commission has delegated its authority for airspace reviews and approvals to the Michigan Department of Transportation's Office of Aeronautics. As part of our review procedures, our office currently has been mailing or e-mailing notices to airport managers when proposals are within 5 nm from you airport. **As of January 1st, 2016, our office will be moving to a more efficient notification system utilizing the FAA's OE/AAA on-line system.** This system offers expedited notification service and allows for custom user defined notifications.

To continue to receive notifications of nearby construction proposals you must create an account on the FAA's <https://oeaaa.faa.gov> website. Once you have reached the website, please create your account by clicking on "New User Registration" under the header "OE/AAA Account" on the left side of the web page. The registration is simple and can be completed in a matter of minutes. Once you have logged into your new account you will be on the "OE/AAA Portal Page" and there are three main headers highlighted in blue. The first header on the left is "My Account". Under the "My Account" header, there is a sub-heading titled "Email Notifications" with a hyperlink below it "Subscription Preferences". Please click on "Subscription Preferences" and use the "Add a new subscription" hyperlink to complete your automated e-mail notification of construction proposals that may affect your airspace. You may choose to customize your notification parameters to best fit your needs. Once you have successfully signed up for e-mail notifications, you will receive an automated e-mail each time a construction proposal is filed within your set parameters. Furthermore, the FAA has set up an OE/AAA Support Desk. The telephone number for the support desk is 202-580-7500 or you can email them at oeaaa_helpdesk@cghtech.com if you require any assistance.

Our office believes that the utilization of this service will expedite the construction proposal notification process and will be much more efficient than our current process. Please feel free to contact me if you have any questions or concerns.

Thank You,

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