

This is not an exhaustive list, but rather the most commonly requested revisions. Failure to include these items can lead to increased administrative fees and processing time.

Application

1. The “Distance and direction from nearest milepost” should be the distance in feet and direction from the proposed crossing to the nearest whole milepost measured along the track/trail centerline. If you do not know the location of the nearest milepost, you may provide the lat/lon coordinates of the proposed crossing location or the endpoint in the right of way (for longitudinal occupations), and we will provide coordinates of the nearest milepost, so the distance can be calculated by the applicant.
2. The “Distance and direction from centerline of nearest road crossing” should be the distance in feet and direction from the proposed crossing to the nearest at grade public road crossing the track/trail measured along the track/trail centerline.
3. “Angle pipe/wire will make with track/trail at the point of crossing” must be indicated and match the angle noted on the Plan View.
4. “Vertical distance from base of rail of lowest track (or ground if no track) to top of casing”, “Distance from bottom of ditch to pipe/wire” and “Distance below ground surface outside of track and track ditch area to top of casing” answers should reflect PLANNED depths, not minimums. The depths on the Profile View should match the answers given on the application.
5. “Pipe Data” should be completed for all types of pipelines including buried wirelines.

Plan View

1. Label the distance in feet and direction from the proposed crossing to the nearest whole milepost measured along the track/trail centerline. If you do not know the location of the nearest milepost, you may provide the lat/lon coordinates of the proposed crossing location or the endpoint in the right of way (for longitudinal occupations), and we will provide the coordinates of the nearest milepost, so the distance can be calculated by the applicant.
2. Label the distance in feet and direction from the proposed crossing to the nearest at grade public road crossing the track/trail measured along the track/trail centerline.
3. Label the angle of pipe/wire to track/trail, which should match the angle indicated on the application.
4. Label the lat/lon coordinates in decimal format of the point where the pipe/wire will intersect the track/trail or start/end points where it enters/exits the right of way if the occupation is longitudinal.
5. Depict and label the location and details of the required pipe markers.
6. Depict and label the right of way lines and width in feet in both directions from the track/trail centerline, which should match the measurements on the Profile View.
7. For projects involving the abandonment/removal of an EXISTING occupation:
 - a. Include items 1 through 4 above.
 - b. Label the planned abandonment/removal method for the existing occupation (i.e. ends cut outside of right of way, contents removed, pipe filled with flowable fill, ends capped.)

Profile View

1. Depths should NOT be labeled as minimums, but as PLANNED depths. The depths on the Profile View must match answers given on the application.
2. Depict and label the right of way lines and width in feet in both directions from the track/trail centerline, which should match the measurements on the Plan View.