

# R. J. CORMAN RAILROAD COMPANY

## APPLICATION FOR PIPELINE CROSSING UNDER/OVER RAILROAD PROPERTY AND/OR TRACK

Plans for proposed installation shall be submitted to and meet the approval of the Railroad Company before construction. Material and installation are to be in strict accordance with specifications of National Electrical Safety Code, current edition, AREMA and requirements of R.J. Corman Railroad Company. See page two of this application for items that must accompany this application form and insurance information. **Each separate occupation on Railroad property should have a separate application.**

**All occupancies should be designed and constructed so that rail operations and facilities are not interfered with, interrupted, or endangered. In addition, proposed facilities should be located to minimize encumbrance to the corridor so that the railroad will have unrestricted use of its corridor for current and future operations.**

### OWNER OF PIPELINE (Agreement will be with this party)

Complete Legal Name of Applicant (Owner of Pipeline) \_\_\_\_\_

Invoicing Contact \_\_\_\_\_ Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Please check if this agreement should be mailed to this address**

Type of Business Entity:  Corporation: State \_\_\_\_\_  Individual  Municipality  
 Partnership: Type \_\_\_\_\_ State \_\_\_\_\_  Other: \_\_\_\_\_

### ENGINEER/PROJECT CONSULTANT

Company Name \_\_\_\_\_ Contact Name, Title \_\_\_\_\_

Telephone \_\_\_\_\_ Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Please check if this agreement should be mailed to this address**

### GENERAL PROJECT INFORMATION

**This installation is:**  New  Revision to existing in exact location  Attachment to existing  Upgrade to existing

Existing Agreement Number: \_\_\_\_\_ Type of Agreement: \_\_\_\_\_ Date: \_\_\_\_\_

*If the existing agreement number cannot be provided, the installation will be treated as "New"*

Will this line exclusively serve a patron of the Railroad?  No  Yes Name: \_\_\_\_\_

### **Exact Location of Installation:**

State \_\_\_\_\_ County \_\_\_\_\_ City/Township \_\_\_\_\_

\*This installation to be located \_\_\_\_\_ Feet \_\_\_\_\_ (direction) of Railroad Mile Post \_\_\_\_\_

*\*This point must be shown on drawing*

Can you provide? Latitude \_\_\_\_\_ Longitude \_\_\_\_\_ What is your source? \_\_\_\_\_

Within limits of a Public Right of Way?  NO  YES: DOT/AAR Crossing# \_\_\_\_\_

Name of road(s) \_\_\_\_\_ Length within the Public Right of Way: \_\_\_\_\_ feet

\*Note that a DOT Crossing # does not convey Public Road Right of Way area. This will be determined by the Railroad.

### **Relationship of Installation to Tracks:**

Crossing: how many? \_\_\_\_\_ Angle of Crossing \_\_\_\_\_ °

Total length in Railroad R/W \_\_\_\_\_ Length Crossing \_\_\_\_\_ Length Paralleling \_\_\_\_\_ Length in Public R/W \_\_\_\_\_

*\*These measurements must be shown on drawing*

### PROJECT DETAILS & SPECIFICATIONS

Product to be conveyed: \_\_\_\_\_ Flammable?  Yes  No

Maximum Operating Pressure: \_\_\_\_\_ PSI Field Test Pressure: \_\_\_\_\_ PSI Test Type: \_\_\_\_\_

Location of shut-off valves \_\_\_\_\_

Vents: Number \_\_\_\_\_ Size \_\_\_\_\_ Height above ground \_\_\_\_\_

Seals:  Both Ends  One End

Depth\*\*: Under tracks, from base of rail to top of casing \_\_\_\_\_ feet \_\_\_\_\_ inches

(minimum depth of 5'5" required for area under tracks)

Right-of-Way area other than under tracks \_\_\_\_\_ feet \_\_\_\_\_ inches

(minimum ground cover depth of 5' required for area other than under tracks)

Right-of-Way area in roadway ditches \_\_\_\_\_ feet \_\_\_\_\_ inches

**\*\*All depths will be assessed according to AREMA specs and will also consider any Railroad Xing Signal Cables or other facilities that may be present in the specific location of the installation. Depths which comply with AREMA specs may still require adjustment for approval.**

Cathodic Protection:  Yes  No

Protective Coating:  Yes  No

Tunneling Liner Plates Required?  Yes  No

Temp. Track Support or Riprapping Required?  Yes  No

Explain details of all marked "Yes": \_\_\_\_\_

Type, size & spacing of insulators and supports: \_\_\_\_\_

CARRIER PIPE

CASING PIPE (required)

Material	_____	_____
Material Specifications & Grade	_____	_____
Minimum Yield Strength of Material PSI	_____	_____
Mill Test Pressure PSI	_____	_____
Inside Diameter	_____	_____
Wall Thickness (inches)	_____	_____
Outside Diameter (inches)	_____	_____
Type of Seam	_____	_____
Type of Joints	_____	_____
Laying Lengths	_____	_____

**Method of installation** (please read below): \_\_\_\_\_

Railroad's preferred method of installation under tracks is "**Jack & Bore**" (boring pits not allowed on RR property). If open cut installation is required, applicant will be billed for cost required for Railroad to resurface tracks. Directional Drilling is considered a variance and additional cost will apply for review.

**R.J. Corman requires:**

**All pipes under the railroad will be encased.**

**All pipes will be at a minimum depth of 5½' from bottom of rail to top of casing pipe.**

**All pipes will have a minimum 5' ground cover for areas not under the track.**

**Jack & Bore is the preferred method of installation.**

**Manholes, catch basins, headwalls shall be located off railroad property.**

If application is approved, applicant agrees to reimburse the Railroad for any cost incurred by the Railroad incident to installation, maintenance, and/or supervision necessitated by this installation, and further agrees to assume all liability for accidents or injuries which arise as a result of this installation. Applicant will be required to coordinate with the Railroad Manager to determine a schedule for construction that will not interfere with Railroad Operations.

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Signature

Please Print or Type: \_\_\_\_\_  
Name Title Phone Email

**TO COMPLETE YOUR APPLICATION PACKET, PLEASE BE SURE THE FOLLOWING IS INCLUDED:**

- Original and one (1) copy of this application form. We suggest keeping one additional copy.
- Two (2) letter size prints of a drawing showing plan, elevation section of crossing from field survey, location in respect to milepost and track, width of Railroad's right of way, location and distances to track and adjacent structures affecting crossing and bore pits.
- (non-refundable) Application & Engineering Review Fee \$2,000.00 for pipelines with casing pipe under 24 inches.
- Pipelines over 24" will require an additional review fee and a construction oversite fee.
- Projects requesting a variance will require additional review fees and may require a construction oversite fee.
- If your project has a proposed installation directional drill, please contact the Real Estate Department for the required additional review packet. All Directional Drill installations have an additional review fee of \$2,500.00 in addition to the required application fee.

If you are requesting an Expedited Review and application, please submit an additional \$3,000.00. All other applicable application fees are also due. RJC's typical review window, from application to agreement is 30 days, and Expedited Review window, from application to agreement, is 6 days. Review windows DO NOT include notice to proceed or acquiring proper insurance. Variances do not qualify for Expedited Review.

The Railroad Company reviews each project to determine, at its sole discretion, the need for flagman, inspection services or additional review by outside services. If required, additional fees may be charged for those services.

**All fees should be payable to:**

RJ Corman Railroad Company  
Attn: Real Estate Department  
P.O. Box 788 / 101 R.J. Corman Drive  
Nicholasville, KY 40340

Return completed form and all exhibits and maps to: **RealEstate@rjcorman.com**

It is important that your request be complete and accurate as possible to prevent delay or rejection. The application processing time greatly depends on the accuracy of information and the detail of drawings provided. Processing time is normally completed within 30 days. If the project requires a variance approval, site assessment or resources outside our company the timeframes will depend on availability of resources.

Once your application is approved you will be provided a permit/agreement and instructions for scheduling. If your project is approved, estimate at least 30 days prior to the project start for a flagman to be available on site.

**WHILE YOUR APPLICATION IS UNDER REVIEW, PLEASE PREPARE FOR THE FOLLOWING:**

If approved, there will be an annual License fee required. The amount of the fee will be determined upon completion of the application review. Please contact the Real Estate Department if you are interested in making a one-time payment in lieu of annual payments.

**INSURANCE**

If approved, the following Insurance will be required:

- During the continuance of the Agreement, a policy of **Public or Commercial Liability Insurance**, naming Licensee as insured and covering liability assumed by Licensee and naming Licensor as additional insured. A coverage limit of not less than \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury liability and property damage liability is required. This should also cover contractual liability during periods of survey, installation and maintenance.
- During the construction phase, a policy of **Railroad Protective Liability Insurance** naming R.J. Corman Railroad Company as insured with limits of \$2,000,000.00 per Occurrence and \$6,000,000.00 aggregate. Please note R.J. Corman's insurance policy does not provide for the option of adding a rider to its policy as a substitute for applicant's purchase of a policy of Railroad Protective Liability Insurance. Note that Railroad Protective Liability Insurance will require higher limits if your project is near a transit line location.
- Your RJC Agreement number should be included on your certificate. This agreement number will be assigned with application approval.

***A Certificate of Insurance will be required before authorization to begin work can be issued.***

**NO WORK CAN BEGIN UNTIL YOU RECEIVE A WRITTEN NOTICE TO PROCEED.**

***Entering any railroad right of way or other railroad property without the written permission of the railroad is trespassing and illegal. Violators will be prosecuted. Trespassing puts you, our employees and the public at risk of serious, even fatal injury.***

## **ENTRY PERMITS**

Contractor's performing installations will be required to have an Entry Permit. If the Licensee chooses not to be responsible for any and all contractors or subcontractors, then an entry permit is required for all companies completing work in the Railroad Right of way area. These fees are in addition to the application fees above.

- Permit Application Fee \$650.00
- Permit Fee \$ \$1,250.00
- Website: <http://www.rjcorman.com/contact/real-estate-services>

## **FLAGGING**

If your project requires a flagger the rate is \$1,200.00 for an 8-hour day. The need for flagging will be determined by the appointed Railroad representative for your area.