



For NCRR / HNTB use only File No. _____ NCRR ID #: _____
--

HNTB Corporation

**PIPELINE OCCUPANCY
APPLICANT’S CHECKLIST**

The following is a checklist of items that shall be required with a request for pipeline occupancy of NCRR right of way. Please place a check by all items listed below once they are included with the application package. Then, sign the bottom of the checklist when all required items are included with the submittal. For more detailed descriptions of the requirements below see NCRR Form NCR 102 “Specifications for Pipeline Occupancy of North Carolina Railroad Company Property.”

- Three (3) copies of completed Application for Pipeline Occupancy (NCRR Form 220)
- Six (6) copies of all design and construction plans
- Three (3) copies of all specifications and engineering computations for the proposed occupancy
- Non-refundable Application and Engineering Review Fee (see NCRR fee schedule)
- Plan showing the extent of the total project upon which that portion of the work affecting NCRR is clearly defined
- Plans, specifications and computations sealed by a Professional Engineer
- Plans size, folding, and assemblage as directed by specifications
- Plans drawn to scale

Items to be included in Plans:

- Individual plan identification number and original plan date with revision dates.
- All railroad tracks including the distance to any turnouts from the proposed pipeline.
- Plan view of proposed pipeline in relation to all NCRR facilities and facilities immediately adjacent to NCRR.
- The location, in feet, of the pipe crossing from the nearest NCRR Milepost and/or from the centerline of an NCRR bridge, giving the NCRR bridge number. If the above is not available, distance to the nearest highway grade crossing of the railroad may be shown with the approval of the NCRR.
- The name of the Town and County in which the proposed facilities are located.
- The profile of the ground above the centerline of the pipe, from field survey, showing the relationship of the pipeline and/or casing pipe to the ground levels, the tracks and other facilities.
- For longitudinal occupations, the top of rail profile of the adjacent track shown on the pipeline profile.
- All NCRR property lines indicated by dimensions, in feet, to the centerline of adjacent track, as well as the overall width of the NCRR right-of-way.

Items Included in Plans (continued):

- If the pipeline is in a public highway, the limits of the dedicated highway right of way, as well as the limits of any paving, sidewalks etc., defined by dimensions, in feet, from the centerline of the dedicated right of way.
- The angle of the crossing in relation to the centerline of the track(s).
- On pipelines having valves, the distance in feet along the pipeline from the crossing to the nearest valves and/or control stations.
- Location of vents, if any, and height above ground.
- Location of Markers.
- Location of railroad pole lines and signal facilities.
- Location of above and below ground utilities.
- A separate "Pipe Data Sheet" on an 8 1/2 inch by 11 inch sheet for each crossing.
- Method of installation.
- Size and material of the casing pipe
- Length of the casing pipe.
- Size and material of the carrier pipe.
- Details of any excavation or sheeting necessary to install the pipeline.
- Location and elevation of proposed launching and receiving pits.
- Above information depicted as shown in Plates I through VII and X of NCRR Form NCR 102

Design Computations Required:

- Calculations for internal and external loads on all pipes, manholes and other facilities installed on NCRR's right-of-way
- Deflection calculations for flexible casing pipe
- One hundred (100) year storm drainage calculations for all pipes, ditches and other structures carrying surface drainage on NCRR property and/or under NCRR tracks(s)
- Hydraulic analysis of any existing ditch and/or structure impacted by the proposed improvements
- Design calculations for overhead pipe bridges and their foundations
- Shoring design calculations
- Results of test borings or other soil investigations

Signature of Applicant: _____