

4.

5. The parties that may be affected by the proposed alteration are as follows (see attached Certificate of Service):

6.

7.

8. The application is necessary or proper for the following reason(s):

Wherefore, we pray your Honorable Commission to approve the application:

(Signature of Applicant)

VERIFICATION

I, _____, hereby state that the facts above set forth are true and correct (or are true and correct to the best of my knowledge, information and belief) and that I expect to be able to prove the same at a hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa. C.S. § 4904 (relating to unsworn falsification to authorities).

Date

(Signature)

CERTIFICATE OF SERVICE

I hereby certify that I have this day served a true copy of the foregoing document upon the participants, listed below, in accordance with the requirements of § 1.54 (*relating to service by participant*).

(Continues next page)

APPLICANT CHECKLIST (FOR REFERENCE ONLY)

- DOT numbers are included, where applicable
- Railroad owners and all operators have been identified
- Location map exhibit and gps coordinates have been included
- A plan of the proposed work, including the following items drawn and labeled, where applicable:
 - North arrow
 - Scale / Scale bar
 - Railroad right-of-way lines with dimensions
 - Roadway/Highway right-of-way lines with dimensions
 - Railroad track locations
 - Railroad or highway structures involved
 - Other applicable railroad or roadway/highway features
 - Proposed alteration
 - Aerial wireline installations:
 - Pole locations, with identifying pole numbers and pole owners
 - Span lengths from pole to pole
 - Clearances with respect to the top of rail to the proposed facility at the railroad crossing
 - Clearances from existing aerial catenary wirelines or power wirelines to the proposed facility
 - Underground pipeline/conduit installations:
 - Clearances with respect to the base of rail (at grade) or top of the roadway (grade separated) to the top of the proposed facility
 - Launching/receiving pit locations, if applicable
- A verification of original signature in accordance with [52 Pa. Code § 1.36](#) is included
- A certificate of service on the parties of record in accordance with [52 Pa. Code § 1.54](#) is included and a copy of the application has been served upon those parties listed. **The Commission does not serve any party on your behalf.**

RESOURCES

- [Sample Rail Safety Application Form](#)
- [Information on the application process and timelines](#)
- [Setting up an eFiling account](#) (**Documents larger than 11"x17" in size should be eFiled**)
- [FRA Rail Crossing Locator App](#) or [FRA - Safety Map](#) for help locating DOT numbers
- [FRA Grade Crossing Inventory](#) for more information about a crossing
- [Grade Crossing - Electronic Document Management System](#) for more information about a crossing
- [Railroad Company contact numbers](#)
- [List of Regional PennDOT District Office](#)
- [Municipal Statistics website](#) may be used in locating government officials

QUESTIONS?

- For help with eFiling, visit [our eFiling website](#) and review the “*Questions or Problems*” section
- For specific questions regarding filling out this application, contact the Rail Safety Division