



## Vermont Agency of Transportation

### PPAID, Rail/Aviation Bureau

219 North Main Street, Suite#402 | Barre, VT 05641

### Utility Right of Entry / Occupancy

*Incomplete or Inaccurate Information will delay application request*

#### Section 1 - Applicant Data

Complete Name of Applicant:

Applicant Mailing Address:

Contact Name & Title:

Phone Number:

E-mail Address:

Emergency Contact Name:

Emergency Telephone #:

Applicant:

Corporation       Partnership       Sole Proprietor

Individual       Developer       Contractor

Other      Explain:

#### Section 2 - Existing Agreement Data

Is there an Existing Agreement at this Location which will be affected by this Request?

Yes       No       Other

If Yes, List Agreement #:

### Section 3 - Agency of Transportation

Is this installation associated with a VT Agency of Transportation project?  Yes  No

If Yes, complete the following:

AOT Project Name:  AOT Project No.:

AOT Contact Information:

Name:

Address:

Town or City:

Phone Number:  E-mail:

### Section 4 – Contractor Information

Will a Contractor be doing the work?  Yes  No

If yes, Contractor Company Name:

Contractor Phone No:  Contractor E-mail:

### Section 5 – Location Data

Proposed Date of Entry:  Railroad line:

If a crossing, nearest RR Mile Post:  No. Feet to MP:   N  E  S  W

Latitude / Longitude (Decimal format required) North  West

## Section 5 – Location Data (continued)

Describe in detail the manner and method of installation on State-owned RR Property- (Req'd.)

Plans REQUIRED (overhead / buried crossing form), available at:

<https://vtrans.vermont.gov/rail/property-management-forms>

For proposed installations this form shall be submitted to and approved by the Agency of Transportation Rail Section.

The information below must be completed in full, signed, and dated prior to submittal to the Agency of Transportation, Rail Property Management Unit for processing. Incomplete or inaccurate information will delay the application request. Unsigned applications will be returned to the applicant for signature.

Date:

Applicant Signature:

Phone Number:

Printed Name:

Fax Number:

Title:

Contact E-mail Address:

NOTE: Standard Application processing may take 6-8 weeks.

**Entering or working on the railroad right of way, or any other State-owned railroad property, without the permission of the Agency of Transportation, Rail Property Management Unit, is considered trespassing and illegal. Violators risk the possibility of serious, even fatal injury, and may be prosecuted.**

Upon application approval, applicant agrees to reimburse Railroad for any cost incurred by Railroad incident to the installation, maintenance and/or supervision necessitated by the installation. Applicant further agrees to assume all liability for accidents or injuries that arise as a result of this installation.

Materials and installations are to be in strict accordance with specifications of National Electrical Safety Code, AREMA, current edition, and requirements of the State. A policy of Railroad Protective Liability Insurance, with minimum limits of liability of \$2 million dollars per occurrence and \$6 million aggregate shall be in place through the applicant. The Railroad and the State of Vermont must be shown as named insured.

**Online Resources:**

<https://vtrans.vermont.gov/rail/property-management-faq>

<http://apps.rail.vermont.gov/map-portal/>

Prior to application submittal, it is recommended that any questions concerning this application be submitted to the Rail Property Management Unit at the State of Vermont, AOT Rail Section. All questions or requests for information can be submitted by email to the Rail Property Management Team:

[AOT.RailandAviationPropertyManagementTeam@vermont.gov](mailto:AOT.RailandAviationPropertyManagementTeam@vermont.gov)

or by contacting Rail Property Management:

<https://vtrans.vermont.gov/rail/contact-us>

In order for the application to be complete, ALL required details pertinent to the proposed installation must be completed in full.

Mail the application for proposed project to:

**Vermont Agency of Transportation  
PPAID, Rail/Aviation Bureau  
219 North Main Street, Suite #402  
Barre, VT 05641**