



APPLICATION FOR RIGHT-OF-ENTRY

Mail Application To: **South Florida Regional Transportation Authority**
ATTN.: Engineering and Construction Department - Permits Manager
801 N.W. 33rd Street
Pompano Beach, FL 33064

Please Note: Any missing information will cause a delay in processing your request.

SUBMITTAL MUST INCLUDE THIS COMPLETED APPLICATION AND SUPPORTING DOCUMENTS

I, the undersigned, hereby acknowledge that the information provided is accurate to the best of my knowledge. I acknowledge that no activity or entry upon the South Florida Rail Corridor (SFRC) is permitted until SFRTA has provided approval and the Florida Department of Transportation has issued an approved General Use Permit.

Applicant Signature _____

Application Date: _____

SFRTA File/Agreement Number: _____

SECTION 1: PROJECT INFORMATION **TO BE COMPLETED BY APPLICANT**

ALL FIELDS MARKED WITH AN ASTERICK (*) ARE REQUIRED FIELDS AND MUST BE COMPLETED					
Legal Name of Party Performing the Work (required)					
*Owner's Complete Legal Company Name:					
Legal Address (1):					
Legal Address (2):					
City:		State:		Zip:	
*Business Type:	<input type="checkbox"/> Corporation	<input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Limited Partnership		
	<input type="checkbox"/> Municipality	<input type="checkbox"/> Limited Liability Partnership	<input type="checkbox"/> General Partnership		
*State of Incorporation:		Other Business Type - Describe:			
Project Contact Information					
*Contact Name:			Contact Title:		
Office Phone:			Mobile Phone:		
*Email:			*24/7 Emergency Phone:		

SECTION 2: PROJECT REFERENCE **TO BE COMPLETED BY APPLICANT**

Is this a time extension request or a request to add an additional location to an existing right-of-entry agreement?	
<input type="checkbox"/> Yes	Provide Agreement # and/or date:
<input type="checkbox"/> No	
Is this project related to another project with SFRTA or FDOT?	
<input type="checkbox"/> Yes	If yes, describe project and provide SFRTA or FDOT Contact person's name.
<input type="checkbox"/> No	
Provide Applicant's Project Reference Number:	

SECTION 3: PROJECT LOCATION/SCOPE/DESCRIPTION

TO BE COMPLETED BY APPLICANT

Project Location

*City:

*County:

*State:

In addition to the above location information, a minimum of one of the below location references must be provided for processing:

Latitude and Longitude: _____

_____ feet _____ (Direction) from AAR/DOT Road Crossing Inventory Number (posted at crossing)

_____ feet _____ (Direction) from SFRC Railroad Milepost Number

Project Scope

Check box to indicate type of entry request:

General Access:

- Bridge Inspection (if checked, must include AAR/DOT Crossing No.)
- Engineering
- House Moving or Oversized Equipment Over Track or on R/W
- Staging Area
- Geotechnical Soil Borings
- Surveying
- Other (Non-Construction): Describe

Environmental Investigation:

- Ground Water Sampling
- Sediment Sampling
- Soil Sampling
- Remediation
- Monitoring Wells # of Wells:
- If state or Federal Site, provide Site #
- Site #

Railroad Operations:

How close will the proposed activity be to the nearest railroad track:

Will the proposed activity require crossing railroad track(s):

- Yes Describe:

Project Description

*Detailed Scope of Work:

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*Equipment:

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Proposed Project Start Date:

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Proposed Project Duration:

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Is This Project Federally Funded:

- Yes No

Federal Project Reference #:

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Location map showing project location at a local street level is required. Please attach with submittal of this application.

SFRC RIGHT OF ENTRY APPLICATION INSTRUCTIONS AND INFORMATION

The following sections list the purpose and the needed information for the South Florida Regional Transportation (SFRTA) South Florida Rail Corridor (SFRC) Application for Right of Entry. The Application must indicate if the proposed right of entry is for temporary or permanent purpose. The same application form is used for both situations.

A. Right of Entry for Temporary Purpose Only with No Current Agreement/Permit

PURPOSE

This application is for conducting activity within or on the SFRC right-of-way that is not covered by an existing SFRTA or FDOT agreement or permit with FDOT and the work is of a temporary nature. Types of work efforts covered under this permit include:

- Surveys
- Environmental Investigations
- Ingress/Egress (short-term)
- Inspection (bridges, roads, etc.)
- Monitoring wells
- Soil boring or sampling
- Oversized equipment moving over operating track and/or right-of-way
- Environmental remediation
- Parades

APPLICATION INSTRUCTIONS

The applicant must submit the following:

1. Form

The applicant must submit four (4) copies of the SFRTA Application for Right of Entry with original signatures, as well as electronic submittal (in .pdf format) of all information.

2. Supporting Information

The applicant must submit four (4) copies and one (1) electronic copy (in .pdf format) of the following information:

A. Project Location

- i. City, county, and nearest roadway crossing
- ii. Beginning and ending mile posts of work activities
- iii. Estimated area of occupation
- iv. Location of work activities and distance from the nearest rail

B. Project Information

- i. Estimated project cost
- ii. Starting and ending dates of temporary occupation
- iii. Who is requesting the work with contact information - phone number and email address
- iv. Consultant/Agent/Contractor information including company name, contact person, mailing address, phone number, and email address
- v. Date requesting flagging services if needed and duration of requested service

C. Project Description

- i. Purpose of work
- ii. Scope of work
- iii. Materials
- iv. Anticipated construction means and methods
- v. List the locations and specifications of anticipated construction equipment showing the minimum distance from the centerline of nearest track to the maximum equipment reach (maximum reach based on the equipment specifications not on the anticipated project equipment activities).
- vi. Geographic features and locations of all proposed installations
- vii. Type and number of site investigation and testing (if required)
- viii. Special conditions
- ix. Methods for crossing tracks during construction (if needed)

3. Supporting Drawings and Documents

The applicant must submit four (4) copies and one (1) electronic copy (in .pdf format) of the following:

A. Location maps/plans that indicate the following:

- i. Area of access on SFRC right-of-way
- ii. SFRC right-of-way extent in the project area
- iii. Street map with site location identified
- iv. Nearest public road
- v. Aerial photo with site location identified
- vi. Site specific location plan showing locations of all investigation points and their minimum distances to nearest track and any other rail structure (if any)
- vii. Photo log with pictures of the proposed project location. Site pictures shall be in all controlling directions including, but not limited to, North, East, South and West. The plan view should show a reference location and direction for each picture.
- viii. Equipment location
- ix. If environmental investigation is being requested, also include maps that indicate:
 - Ground water flow
 - Distribution of contaminants and soil
 - Distribution of contaminants and ground water

B. Detailed schedule including proposed dates, anticipated starting times and durations for each specific project activity.

- C. A site safety plan documenting the scope of the activity proposed; equipment required; number of personnel on-site, their roles, the Point of Contact, current status of training of each; safety audits/oversight; emergency action plan; and personal protective equipment required.
- D. Detailed explanation and specific circumstances why work has to be performed within 25 feet from the nearest track, if applicable.
- E. Monitoring well design including typical cross section, depth, well security, installation methods, material casing, latitude and longitude coordinates, method for removal/abandonment, monitoring schedule and duration, if applicable.
- F. Description of management of Investigation Derived Wastes (IDW), if applicable.
- G. Proof of financial capability or performance bond required for all monitoring wells, piezometers & other facilities, if applicable.

APPLICATION SPECIAL INSTRUCTIONS

- A. If the information submitted with the initial permit application is not complete or is incorrect, SFRTA will issue an official Request for Additional Information (RAI) to obtain the required data.
- B. Submission for Right of Entry approval will only permit the applicant to enter the SFRC right-of-way, for the purpose stated in the application and according to the design requirements as described in the supporting information and shown in the attachments.
- C. Submission of this application does not authorize occupancy of the SCRC right-of-way.
- D. Attached location maps/plans and detailed sketch shall show exact dimensions of the project area and distances to the centerline of the nearest railroad track and road crossing, bridge or other railroad structure (if any).
- E. Investigation Derived Wastes (IDW) must be removed the same day it is generated, if applicable. The applicant is solely responsible for IDW management and disposal in accordance with local, state and federal regulations.
- F. Test pits or test trenches are strongly discouraged. Approval will require a specific written management plan. All material generated from any soil boring, test pit or trench activity is considered IDW. Holes drilled for soil borings, test pits or trenches may not remain open and must be back-filled with suitable, certified, clean material before de-mobilizing from the site each day.
- G. Only flush mounted wells are allowed. Wells will be properly abandoned or removed after use.
- H. Upon approval by SFRTA, the applicant will need to secure an FDOT General Use Permit – Form #850-040-05. Exceptions to obtaining an FDOT General Use Permit include field surveying and any other activities that do not involve the use of any equipment on the SFRC right-of-way; for these types of activities, only SFRTA approval will be needed.
- I. Upon issuance of an FDOT General Use Permit, the applicant shall contact SFRTA to request flagging services. An SFRTA flagman shall be present whenever the applicant is doing work on, under, over, or adjacent to the SFRC right-of-way.
- J. A copy of the FDOT General Use Permit must be kept on site at the work area at all times during the term of the Permit. The permit shall be shown to any representative of SFRTA or FDOT upon demand. Project may be suspended if the Permit is not on site when requested.

B. Right of Entry for Existing Facility with Current Agreement/Permit

PURPOSE

This application is for scheduling and approved activities within or on the SFRC right-of-way that is covered by an existing SFRTA or FDOT agreement or FDOT Permit including:

- Minor inspection/maintenance/monitoring activities
- Replacement of an existing facility with like kind

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 - i. City, county, and nearest roadway crossing
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 - iii. Estimated area of occupation
 - iv. Location of work activities and distance from the nearest rail
- B. Project Information
 - i. Estimated project cost
 - ii. Starting and ending dates of occupation
 - iii. Who is requesting the work with contact information - phone number and email address
 - iv. Copy of current agreement including date
 - v. Consultant/Agent/Contractor information including company name, contact person, mailing address, phone number, and e-mail address
 - vi. Date requesting flagging services if needed and duration of requested service
- C. Project Description
 - i. Purpose of work
 - ii. Scope of work
 - iii. Materials
 - iv. Anticipated construction methods
 - v. List the locations and specifications of anticipated construction equipment showing the minimum distance from the centerline of nearest track to the maximum equipment reach (maximum reach based on the equipment specifications not on the anticipated project equipment activities).
 - vi. Geographic features and locations of all proposed installations
 - vii. Type and number of site investigation and testing (if required),
 - viii. Special conditions
 - ix. Methods for crossing tracks (if needed)

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- C. Detailed schedule including proposed dates, anticipated starting times and durations for each specific project activity.
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