

## EXPEDITED HANDLING OF APPLICATIONS

---

Norfolk Southern (NS) offers to expedite the handling of a utility crossing occupancy application. With payment of the Expedited Handling Fee, the application will automatically be moved ahead of standard applications in the review queue. The complete application must be submitted through the Norfolk Southern Application Management Portal: <https://ns.railprosp permitting.com>. The expedited process does not include the costs of any other fees associated with the application review, license or protection and construction monitoring services.

### PROCESS

---

- Once the application is completed online and the expedited fees have been processed via credit card, debit card or eCheck, the applicant will receive an email with the assigned NS Activity Number within the next business day.
- The plans will be reviewed within two (2) business days of receipt. If additional information or revised plans are required, an email requesting those revisions will be sent to the applicant. If the applicant chooses to request a Variance, additional fees will be applied. The days required by the applicant to update or revise the plans or for NS Engineering or NS Bridge Department to review a Variance request *are not included in the total days required for NS processing*. Once revised plans are resubmitted, the plans will once again be reviewed within two (2) business days of resubmission.
- Upon receipt of engineering approval, a utility license agreement will be drafted and forwarded to the applicant for (digital/electronic) signature within three (3) business days.
- Upon receipt of the a) partially executed agreement from the applicant, b) applicable insurance certificates, c) License fees and d) Risk Management Fees if applicable, the fully executed agreement will be emailed to the Licensee within four (4) business days.

### EXPEDITED HANDLING FEES

---

- Aerial Wireline Crossing: \$7,000
- Underground Wireline Crossing: \$8,000
- Pipeline Crossing: \$9,000
- Supplements (within one year of initial application) \$3,000

### ADDITIONAL HANDLING FEES

---

- Multiple Review Fee: \$500
- Variance Request: \$3,500

### APPLICATIONS NOT ELIGIBLE FOR EXPEDITED HANDLING

---

These types of occupancies are not eligible for expedited handling:

- Longitudinal occupancies
- Lateral connections
- Occupancies involving leased/abandoned tracks
- Occupancies under railroad bridges