

PROCEDURES FOR  
INCLUSION/DECERTIFICATION OF HIGHWAYS  
COAL RESOURCE TRANSPORTATION DESIGNATION COMMITTEE

INCLUSION:

1. Applicant shall submit an application and fee to the Chair of the Committee for review by the Coal Resource Transportation Designation Committee (CRTDC). The Chair shall review the application for completeness and determine if additional information is needed. If acceptable, the Chair shall forward the application to the DOH for the engineering evaluation of the roads and bridges, which shall be done in a timely manner.
2. Upon completion of the DOH evaluation, a report of the findings along with a copy of the application shall be submitted to each member for review and comments (no later than 1 week prior to the next scheduled meeting). Also, a copy shall be sent to the applicant contact, who will be requested to attend. The Chair shall call a meeting of the CRTDC within 30 calendar days of receiving a draft report.
3. Upon approval by the committee, the Chair shall notify the applicant and request the DOH to work with the applicant to schedule a public meeting and place in a Class I legal advertisement in the appropriate newspapers. The applicant shall be responsible for providing any visual needs or other information required by the DOH or the CRTDC for the meeting and shall have representatives present at the meeting to answer questions of the public.
4. A majority of the committee may vote to conduct an on-site review of the roadways identified in the application.
5. The public shall have 30 days after the public meeting to send comments to the Commissioner of Highways.

6. Public comments shall be summarized and furnished to all members of the CRTDC. This summary shall be attached to the DOH draft report with CRTDC recommendations. This draft report shall then be submitted to the Joint Committee on Government and Finance (JCGF) for comment.
7. The JCGF shall have 30 days to review the report and provide comments for consideration of the CRTDC. If comments are not received within 30 days, the CRTDC shall consider that the JCGF has no comments and proceed with their recommendations.
8. The CRTDC shall notify the applicant and the DOH of a decision. If approved, the CRTDC shall advise the Commissioner of Highways of the decision. If appropriate, the DOH shall prepare an agreement between the applicant and the DOH stipulating any conditions for addition of the route(s).

#### DECERTIFICATION:

1. Any company or citizen may submit an application and fee for decertification of a route from the CRTS to the Chair of the CRTDC. The Chair shall forward copies of the application to each member for review (no later than 1 week prior to the next scheduled meeting). To be eligible, a previously designated CRTS road ceases to be used for coal haulage for a period of time exceeding one year.
2. Upon receipt, the Chair shall review the application for completeness and determine if additional information is needed. Copies of the application shall be submitted to each member for review (no later than 1 week prior to the next scheduled meeting). The Chair shall call a meeting of the CRTDC within 30 calendar days.
3. The CRTDC shall review the application(s) and shall either approve or return to the applicant for necessary modifications. The CRTDC shall confirm that coal haulage has ceased on the requested route.

4. If this is confirmed, the Chair shall notify the applicant and make arrangements to schedule a public meeting and notify the public by Class I legal advertisement in the appropriate newspapers.
5. The public shall have 30 days after the public meeting to send comments to the Commissioner of Highways.
6. The public comments shall be summarized and furnished to all members of the CRTDC. This summary shall be attached to the application with CRTDC recommendations. This shall then be submitted to the Joint Committee on Government and Finance (JCGF) for comment.
7. The JCGF shall have 30 days to review the information and provide comments for consideration of the CRTDC. If comments are not received within 30 days, the CRTDC shall consider that the JCGF has no comments and proceed with their recommendations.
8. The CRTDC shall notify the applicant and the DOH of a decision for the decertification of the route(s).