• **How early can I submit a restriction notice, if I have an event (e.g. a running race or parade) taking place 8-12 months from now?**
   All restriction notices need to meet minimum notification requirements (see Chapter 5 in the Mobility Procedures Manual). Although we encourage users to submit restriction notices early, we don’t recommend submitting them too early when plans are likely to change. If possible, submit them no more than 2 or 3 months out or when you are reasonably certain of the event details. Keep in mind, any changes to the event plans will need to be updated within the minimum notification period.

• **When a community has an event on its main street (which is part of a state highway), the specified detour route cannot always accommodate freight traffic. Is it ok to indicate that the detour route is for local traffic only?**
   If possible, the local detour route should, at a minimum, accommodate both passenger vehicles and legal size freight traffic. Oversize loads can be restricted, as we can warn them by sending a Restriction Letter and placing the restricted times on the carriers permits. If legal size freight traffic cannot be allowed, then an alternate approved detour (that is signed) would also be needed.

• **If a highway paving project requires closing a lane, does a separate notice need to be submitted for closing ramps?**
   Yes. Lane closures and ramp closures are treated as separate restrictions since the restriction is usually not needed for the same timeframe/duration. While the lane closure will last for the duration of the paving work, the affected ramp closures can usually be lifted earlier as the paving work progresses past each ramp.

• **If we can accommodate all unannounced loads on a non-interstate highway by moving barrier and equipment out of the way with delay of less than 20 minutes, do we still need to submit a restriction notice?**
   For all project work (excluding maintenance), a restriction notice is not needed if work activity meets ALL of the following requirements (per Chapter 5 of the Mobility Procedures Manual). For maintenance work, refer to Activity 1 of ODOT’s Maintenance Mobility Requirements.
   - Project staff can safely accommodate all unannounced oversize loads through the work zone with minimal delay by moving cones, equipment out of the way. Contact MCTD Mobility for accommodating requirements on mainline interstate highways.
   - The minimum width maintained for a single open travel lane is 22 feet or greater between barriers, including the travel lane plus any paved shoulder.
- The minimum width maintained for traffic is 28 feet or greater for two travel lanes for one way traffic.
- The minimum width maintained for traffic is 28 feet or greater for two travel lanes for two-way traffic with no traffic separator/candlesticks being used on the centerline.
- No lane shifts or lane closures will divert traffic into a travel lane with less vertical clearance underneath structures.
- Traffic is not detoured onto a secondary route.
- Ramps are not closed.
- No length restriction is needed.
- No weight restriction is needed.

For contractors who are still required to submit a restriction notice (per contract specifications 00220.03(a) Work Zone Notifications), the contractor can submit the form and indicate that no restriction is needed in the “Explanation of Work” field (provided all of requirements described above are met).

- **If my project involves a closure for a highway interchange, is that considered a lane closure or a ramp closure when filling out the form?**

  A closure on an interchange is considered a ramp closure, which needs to be entered in Section 5 of the Highway Restriction Notice form. State system-to-system ramp closures typically require a 35 day notification (28 days, if submitted by ODOT staff). Ramp closures to/from local roads only require a 14-day notification.

- **When describing lanes on the form, what is meant by “A” or “B” lanes?**

  Letters A, B, C, etc. are used to specify the lanes on a multilane highway. Letter “A” designates the far left (fast) lane, followed by B, C, etc. For example:

  ![Diagram of lanes](image)

  When submitting the form, you can designate which lane is being closed by A, B, C, etc. OR you can also say you are closing the left, right, center lane or indicate it’s the fast or slow lane.
If a contractor turns in a restriction notice on day 1, the project manager then reviews the notice on day 3, and then Mobility Team approves the notice on day 4, can the contractor start working on day 5?

In this scenario, work could only proceed immediately after approval by MCTD if the work will result in no restriction (per the requirements listed in Chapter 5 of the Mobility Procedures Manual). Otherwise, work that results in a restriction must adhere to the notification requirements outlined in the Mobility Procedures Manual.

If a running event (e.g., Hood to Coast) involves closures for multiple highways, do separate restriction notices need to be submitted for each one?

Since these events are usually for short durations, just one form is needed, even if multiple closures are planned. Simply list all of the closures in the “Explanation of Work” field on the form, or contact the Mobility Team if you’re not sure how to list all of them.

When filling out the form, how accurate does the start date need to be?

The start date needs to reflect the actual date that the highway restriction will begin. We understand that the start date may change (e.g. pushed back to a later date). However, any changes to the start date must meet the minimum notification requirements (see Chapter 5 in the Mobility Procedures Manual).

Do railroads have the same responsibility for filling out restriction notices and meeting notification requirements?

Per Chapter 2 of the Mobility Procedures Manual, the Region Mobility Liaison is responsible for “collaborating with the ODOT Rail Division about the viability of proposed detour routes and rail project operations that may affect mobility.” If the work will result in a closure or any type of freight restrictions, notification should be provided to ensure the Mobility Team can provide advance warning to freight (e.g. mail restriction letters, issue a trucking advisory, etc.) and to ensure oversize loads are not routed through the work zone, or detoured onto secondary roads that are not authorized and are unsafe.

Is there a mechanism in place to notify the form submitter if there is a conflict with another project for detour routes?

The form does not have a feature available to notify the submitter about detour route conflicts. Per Chapter 2 of the Mobility Procedures Manual, project managers, project leaders and consultant project managers must notify their Region Mobility Liaison of planned detours. The Region Mobility Liaison is responsible for collecting data on existing or proposed detour routes and working with region staff and others to resolve conflicts.
Is there a character limit to the text fields on the Highway Restriction Notice form?
The system does require us to set character limits for each field, but we strived to set them high enough to allow users to enter sufficient information for each question. If for some reason you encounter a limit that does not let you enter enough information, please notify the Mobility Team and we will work to increase the character limit.

Has the process changed for updating or making changes to a restriction notice?
The process to update a restriction notice has not changed. Users may send a request to the Mobility Team who will send the notice back to the submitter(s) to make changes. When the form is sent back for updates, an email will be provided with a link to open and edit your restriction.

When requesting to update your restriction notice, provide the Mobility Team a copy of the system-generated confirmation email that was sent when the form was originally submitted, or provide us with the Notice ID number that was assigned to the notice.

When a form is submitted, how does the Mobility Team assign a staff member to process them?
The Mobility Team has program specialists who are tasked with processing restriction notice forms. Form submissions appear on a system dashboard that is monitored each day by staff. Form submissions are prioritized based on the pending start dates for the restrictions. Each form is not necessarily assigned to a specific staff person process. Instead, the system keeps a log of staff notes and actions so that any team member can work them if necessary.