Highway Restriction Notices for Special Events

ODOT Statewide Traffic Mobility Program
Bill Gross
Mobility Training Coordinator
MCTD Mobility Program
william.p.gross@odot.state.or.us
503-934-1624
Agenda

1. Why notification is necessary
2. How much notice is required
3. Who completes the form / who reviews the form / what information is needed
4. Detour Route Considerations
5. Walk Thru Restriction Notice Form
6. Q&A / Other Topics
Whenever a special event will close a state highway or ramp; or restrict the width, length, height or weight of trucks on a state highway or ramp, a Highway Restriction Notice (form# 734-2357) must be completed online and submitted to Mobility Team.
Restriction notifications are intended to maintain safety and mobility on our highway system.

The Mobility Team communicates restriction information to motor carriers to prevent oversize/overweight vehicles from entering places (e.g. events, parades, races) where and when they shouldn’t.

If the Mobility Team is not given adequate notice of a pending event, they will be unable to stop the oversize/overweight loads that are normally allowed to travel by permit from entering the closure where the event is taking place.
There are a lot of oversize/overweight traffic travelling throughout the state at all times.

MCTD’s Over-Dimension Permit Unit issued over 61-thousand annual permits (each one allows for unlimited trips on certain routes); and more than 67-thousand single-trip permits (which includes superloads).

These numbers represent pieces of paper, and not necessarily the number of permitted vehicles or the number of trips taken (for example, one permit can be issued for a fleet of trucks).
Once a Restriction Notice is Approved, the Mobility Team distributes restriction information in several ways:

1. The Road and Bridge Restriction List on MCTD’s Oregon Trucking Online website.

2. MCTD’s over-dimension permit analysts use restriction information when issuing single-trip permits.

3. ODOT’s TripCheck website publishes advisories with restriction information affecting commercial vehicles with a “T” icon on their interactive map.

4. Letters are mailed to thousands of annual over-dimension permit holders.

5. GovDelivery Trucking Advisories are also sent to permit holders and the trucking industry.

6. And restrictions are also published on MCTD’s Oregon.gov public web page.
How much notice is required
The restriction notice form can be submitted either by a non-ODOT person (e.g. an event coordinator with a city, county, parade committee, etc), or it can be completed by an ODOT staff member on their behalf (e.g. ODOT Permits Specialist).

If the form is submitted by a non-ODOT person, it should be submitted at least 35 days before the restriction goes into effect.

This allows time for the appropriate ODOT Permit Specialist (or other designated ODOT staff) to review the information on the form and then forward to the Mobility Team for review and final approval.

The Mobility Team needs to receive the form at least 28 days before the restriction, to allow time for the team to review and give final approval. Once approved, the Mobility Team begins the process of notifying the trucking industry (at least 21 days out).
In some circumstances, the event coordinator might provide event information less than 35 or 28 days in advance. If that’s the case, submit a restriction notice as soon as possible, so we can publish the information.

If notice is not provided to the Mobility Team, we cannot prevent over-dimension loads from showing up unexpectedly.

Since the restriction notice form doesn’t allow submissions that are less than 14 days out, the submitter will need to enter dates that are more than two weeks ahead, and then enter the correct dates and times in the “Detailed Explanation of Work” field.
This is the information that will be needed on the form (we will walk thru the form in detail at the end of these slides).

<table>
<thead>
<tr>
<th>INFORMATION NEEDED ON THE FORM</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Event name</td>
</tr>
<tr>
<td>• Route number(s) that will be closed or restricted.</td>
</tr>
<tr>
<td>• Beginning/ending mile points of closure for event area (include cross-streets for reference if possible).</td>
</tr>
<tr>
<td>• If not a full closure, provide on and off ramp closure info and/or lane closures/width restrictions (if applicable).</td>
</tr>
<tr>
<td>• Restriction begin/ending date and time.</td>
</tr>
<tr>
<td>• Truck detour information, and who approved the detour</td>
</tr>
<tr>
<td>• Contact information <em>(ODOT Permit Specialist can put their contact for both the submitter and ODOT PM if needed.)</em></td>
</tr>
</tbody>
</table>
Next, we’ll walk through the online Highway Restriction Notice form.
These are factors to consider when providing a detour.

If possible, email a map of your planned detour route to the Mobility Team after submitting your restriction notice (the map is helpful when issuing Trucking Advisories and Restriction Notification Letters).

- The detour should, at a minimum, accommodate both passenger vehicles and legal sized freight.
- Oversize loads can be restricted, if necessary, as we can warn them via restriction letters and noting the restriction times on single-trip permits.
- If legal size freight traffic cannot be allowed on the detour, then an alternate approved detour (that is signed) will be needed.
Next, we’ll walk through the online Highway Restriction Notice form.
THANK YOU!

Bill Gross
Mobility Training Coordinator
503-934-1624
william.p.gross@odot.state.or.us

Please provide us your feedback about this training:
https://www.surveymonkey.com/r/MobilityTrainingFeedback
Example of a Restriction Notice Form for a Special Event

HIGHWAY RESTRICTION NOTICE - SIZE AND/OR WEIGHT

Section 1 - (Location/Project/Event Name)

Status: Approved

Legacy Record: No
Restriction Number: 20190666
Route Number: OR 351
Beginning Mile Point: 0.00
Ending Mile Point: 0.21
Direction: Northbound, Southbound
Highway Local Name: Joseph Wallowa Lake Highway
City/Town Nearby: Joseph
Project Name:
Project Key:
Contract Number:
Name of Event/Parade: Eagle Cap Extreme Sled Dog Races
Bridge Structure Name:
Bridge Structure Number:

Section 2 - (Restriction Hours/Days and Explanation of Work)

Date Work Begins: 01/22/2020
Estimated Completion Date: 01/22/2020
Is restriction 24 X 7? No
Restricted, Wednesday 12 pm to 4 pm
Provide a detailed explanation of the work:
Hwy 351 will be closed both northbound and southbound from Wallowa Ave (Hwy 351) MP 0.00 to First Street (Hwy 351) MP 0.21 for the Eagle Cap Extreme Sled Dog Race Veterinarian Checks on Wednesday, January 22, 2020 from 12 pm to 4 pm. Northbound and southbound traffic will be detoured down First Street to North Lake Street to Wallowa Street and back to Hwy 351.
Section 3 - (Full Highway Closures)

**Full Road Closure/Detour?** Yes

**Is there a detour route?** Yes

**Authorized Truck Detour Route:** Northbound and southbound traffic will be detoured down First Street to North Lake Street to Wallowa Street and back to Hwy 351.

**Detour Approved By:** Sheriff, Steve Rogers

**Is the detour approved for annual oversize loads?** No

Section 4 - (Highway Width Restrictions/Lane Closures)

If this work will also require lane closures (not a full road closure but width restrictions will be needed), a separate notice will need to be submitted.

Section 5 - (Ramp Closures/Ramp Width Restrictions)

**Are you closing any ramps?** No

**Are you temporarily reducing the width of any ramps?** No

Section 6 - (Height and Weight Restrictions)

**Are you temporarily installing a feature over the roadway that will create a height restriction?** No

**Are there changes to Weight Requirements?** No

Section 7 - (Contact Information)

**Submitter Name:** Lynn Elliott

**Submitter Phone:** 541 963 8407

**Submitter Cell Phone:**

**Submitter Email:** lynn.a.elliott@odot.state.or.us

(All official correspondence concerning this document will be sent to this email address.)

**Alternate Name:** Lisa Hayes

**Alternate Phone:** 541 963 1331

**Alternate Email:** lisa.m.hayes@odot.state.or.us

**Agency (ODOT) Project Manager Email:** Lynn Elliott / lynn.a.elliott@odot.state.or.us

**Manager Phone:** 541 963 8407

**Alternate (ODOT) Project Manager Designee Email:** Lisa Hayes / lisa.m.hayes@odot.state.or.us

**Alternate (ODOT) Project Manager Designee Phone:** 541 963 1331

**Other Non-ODOT Project Contact:**

**Region Mobility Coordinator:** Region 5 - Jeff Wise - Jeff.WISE@odot.state.or.us