



Managing Highway Restriction Notices



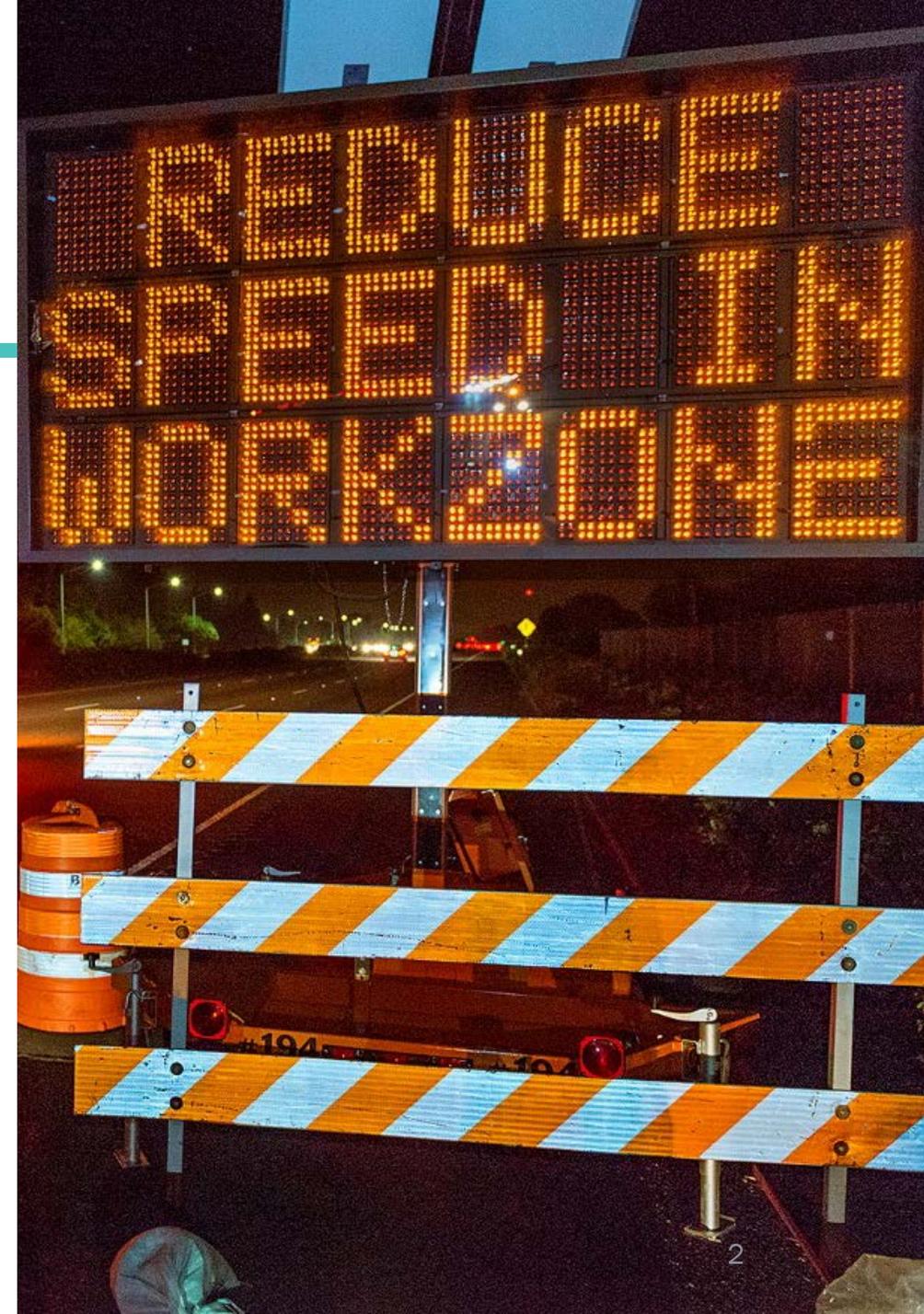
ODOT Statewide Mobility Program

Bill Gross

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

Agenda

1. Mobility Program Overview
2. Why Notices are Important
3. Coordination during Project Development
4. Coordination during Construction
5. Issues to Avoid
6. Highway Restriction Notice Form Walk-Thru
7. Q&A



1. Mobility Program Overview



mo·bil·i·ty

/mō'bilədē/

noun



The ODOT Mobility Team

Program Manager:
Christy Jordan

**Operations
Coordinator**
Katie Scott

**Program
Analysts**
Manny
Boswell
&
Curran Kleen-
Brown

**Program
Specialists**
Kyle Knuth
&
Vacant
Position

**Training
Coordinator**
Bill Gross

Mobility Procedures Manual:

Mobility can be defined as the ease with which



people

&

goods

**move throughout
their community,
state & the world.**

ROLE OF THE MOBILITY TEAM



- ODOT's primary contact to engage industry and mobility stakeholders.
- Subject matter experts on ODOT's mobility policies and procedures.
- Work with project teams and stakeholders to identify and mitigate potential mobility impacts through all stages of project delivery.
- Review/approve restriction notices, and communicate restriction impacts to the trucking industry.

Mobility Program



Useful Links & Reading:

- Mobility Procedures Manual:
<https://www.oregon.gov/ODOT/MCT/Documents/MobilityProcedureManual.pdf>
- Operational Notice PD-16:
https://www.oregon.gov/ODOT/Engineering/Doc_TechnicalGuidance/PDLTNotice_16.pdf
- Work Zone Safety Guiding Principle Directive TRA 10-16:
https://www.oregon.gov/ODOT/Engineering/Doc_TechnicalGuidance/TRA10-16d.pdf
- TMP Project Level Guidance Manual:
https://www.oregon.gov/ODOT/Engineering/Docs_TrafficEng/TMP-Manual.pdf
- Highway Restriction Notice Form User Guide:
<https://www.oregon.gov/ODOT/MCT/Documents/HRNF-UserGuide.pdf>
- Highway Restriction Notice Form (# 743-2357):
<https://www.oregontruckingonline.com/cf/MCAD/pubMetaEntry/restriction/>
- Mobility Internal SharePoint Site:
<http://transact.odot.state.or.us/mc/Mobility/SitePages/Home.aspx>
- Mobility External Website:
<https://www.oregon.gov/ODOT/MCT/Pages/StatewideTrafficMobility.aspx>

2. Why Restriction Notices are Important

Section 1 - (Location/Project/Event Name) Help: Video / User Guide	
Route Number: <input type="text" value="Select One"/> *	Restriction Notice Number: NEW
Beginning Mile Point: <input type="text"/> *	Ending Mile Point: <input type="text"/> *
Direction: <input type="checkbox"/> Northbound <input type="checkbox"/> Southbound <input type="checkbox"/> Eastbound <input type="checkbox"/> Westbound *	
Highway Local Name: <input type="text"/>	
City/Town Nearby: <input type="text"/> *	
Project Name: <input type="text"/>	Project Key: <input type="text"/>
Contract Number: <input type="text"/>	Name of Event/Parade: <input type="text"/>
Bridge Structure Name: <input type="text"/>	
Bridge Structure Milepost: <input type="text"/>	Bridge Structure Number: <input type="text"/>
Section 2 - (Restriction Hours/Days and Explanation of Work) Help: Video / User Guide	
Date Work Begins: <input type="text"/> *	Estimated Completion Date: <input type="text"/> *
The duration (start/end date entered) shall not exceed the anticipated actual restriction period.	
Is restriction 24 X 7? <input type="radio"/> No <input type="radio"/> Yes *	
Provide a detailed explanation of the work:	<input type="text"/>
Section 3 - (Full Highway Closures) Help: Video / User Guide	
Is this restriction notice submittal for Full Highway Closure? <input type="radio"/> Yes <input type="radio"/> No *	

Restriction coordination prevents

BIG STUFF

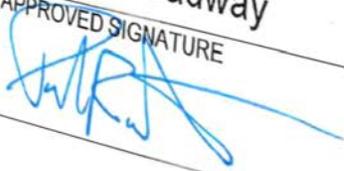


from showing up when & where they shouldn't

WHY NOTIFICATIONS ARE IMPORTANT: WORK ZONE SAFETY

ODOT's Guiding Principle for Work Zone Safety

**“Effective communication
with travelers is essential to
establish reasonable
expectations and minimize
unsafe driver behavior.”**

Oregon Department of Transportation  Highway Directive	NUMBER TRA 10-16	SUPERSEDES NEW
	EFFECTIVE DATE 11/08/16	PAGE NUMBER 01 OF 05
	VALIDATION DATE 11/08/19	
	AUTHORING BRANCH Technical Services Branch – Traffic / Roadway	
SUBJECT Guiding Principle for Work Zone Safety	APPROVED SIGNATURE 	
PURPOSE: Maintaining and improving safety and mobility through work zones are critically important to ODOT, contractors, and the traveling public. The purpose of this Highway Directive is to establish the requirement to begin use of the ODOT Work Zone Guiding Principle Document, approved as part of the December 7, 2015 Work Zone Executive Strategy Sessions meeting.		

WHY NOTIFICATIONS ARE IMPORTANT: WORK ZONE SAFETY

In 2019, the Commerce and Compliance Division
Over-Dimension Permit Unit
issued:

- **61,022 Annual Permits**
- **67,358 Single-Trip Permits**



WHY NOTIFICATIONS ARE IMPORTANT: MINIMIZING RESTRICTIONS & DELAYS



The image shows a document titled "Highway Division Project Delivery Leadership Team Operational Notice" with the number PD-16. The document is tilted and placed over a background of a road with yellow lane markings. The document includes a table with the following data:

NUMBER	REVISION #	SUPERSEDES	EFFECTIVE DATE	LAST REVIEW	RESCINDED DATE
PD-16	2	3/1/2013	6/3/2014	5/2014	N/A

The subject of the notice is "Highway Mobility". The issuing body is the "Project Delivery Leadership Team (PDLT)".

PURPOSE
The document provides guidance on implementing key ODOT mobility policies, processes, roles and responsibilities related to project delivery. This guidance applies to all state and federally funded projects on state highways, at the project development stage through construction. This operational notice is consistent with the policies and procedures contained within the more detailed ODOT's [Mobility Procedures Manual \(MPM\)](#).

ODOT Operational Notice PD-16

“Appropriate and timely communication within ODOT and with industry stakeholders affects the success of traffic mobility on Oregon’s transportation system.”

WHY NOTIFICATIONS ARE IMPORTANT: ODOT'S COMMITMENTS TO THE TRUCKING INDUSTRY

“Today’s transportation industry is scheduled by the quarter hours as companies keep zero inventories and the private sector shop online for everything from soup to cars...”

The other sector of the industry, the specialized or oversize carriers, spend days, weeks or months doing route survey’s, scheduling equipment, drivers, support teams then establishing permits to make a move on an exact date and time.”

-Mobility Advisory Committee Member



WHY NOTIFICATIONS ARE IMPORTANT: FEDERAL REQUIREMENTS

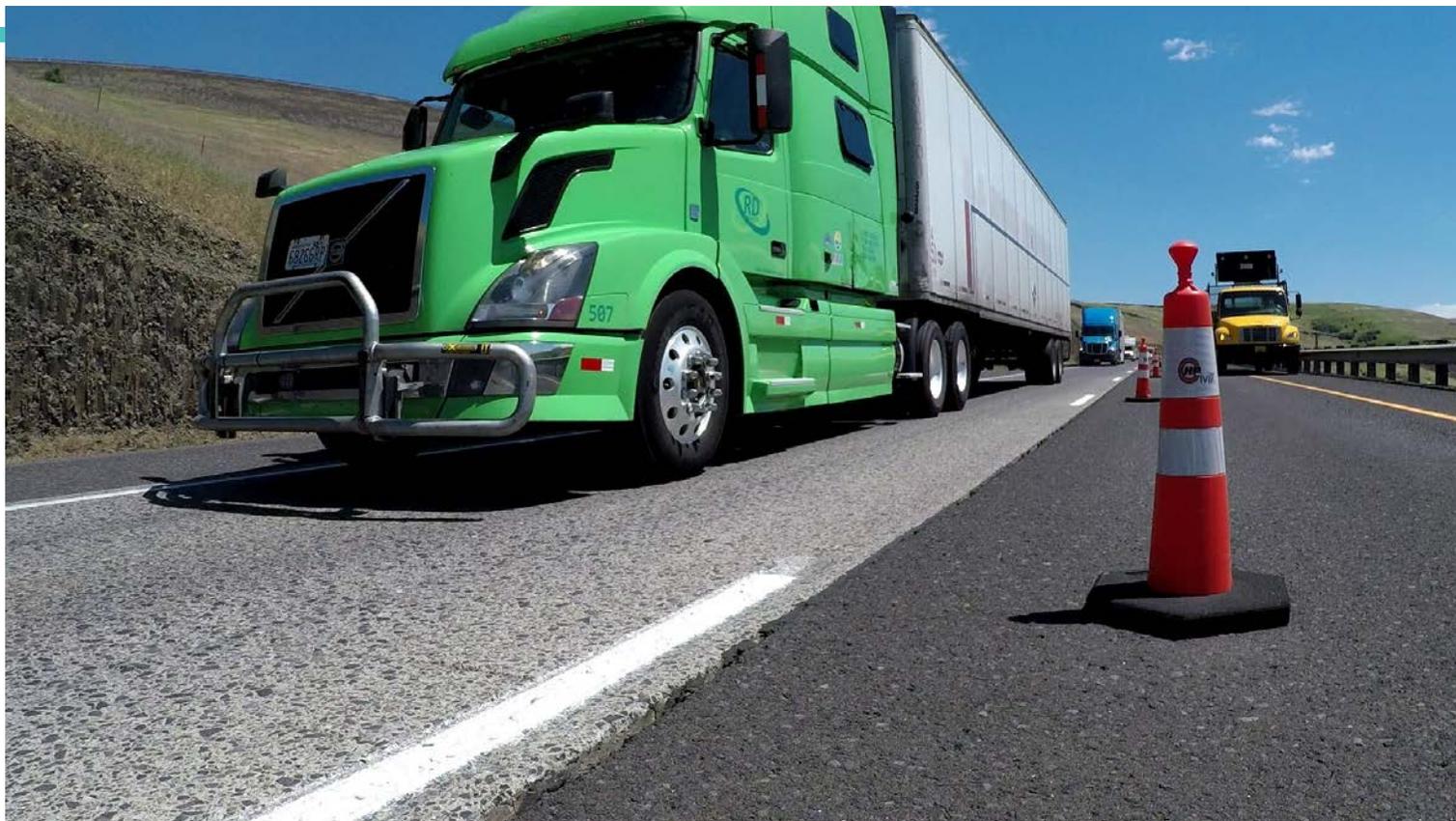
Federal Highway Administration
Work Zone Safety & Mobility Rule
(23 CFR 630 Subpart J)



“Work zones directly impact the safety and mobility of road users and highway workers.

Addressing these safety and mobility issues requires considerations that start early in project development and continue through project completion.”

3. Coordinating Mobility Impacts during Project Development



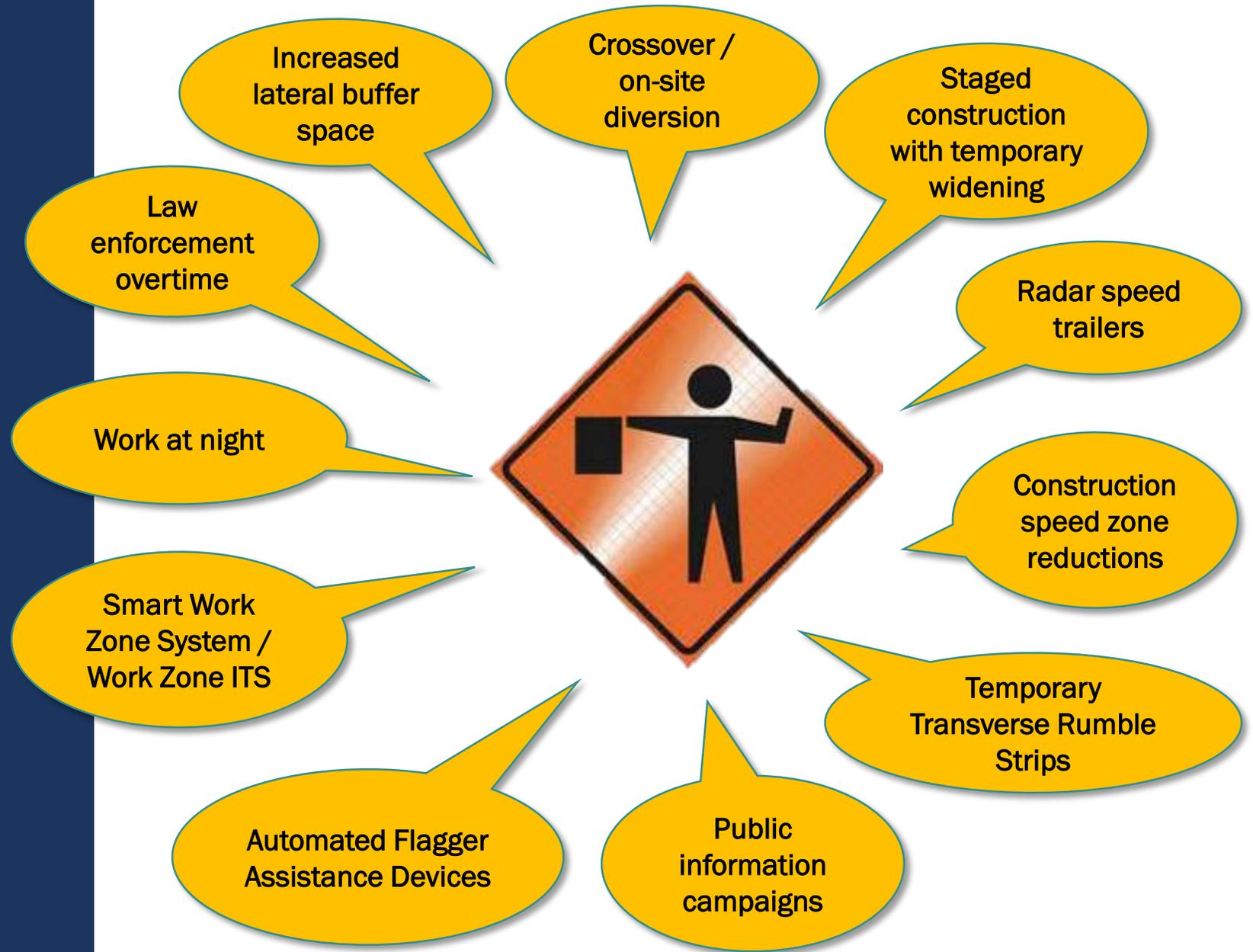
Refer to *Mobility Procedures Manual*:

- Chapter 4, Temporary Conditions

Mobility Factors to Consider

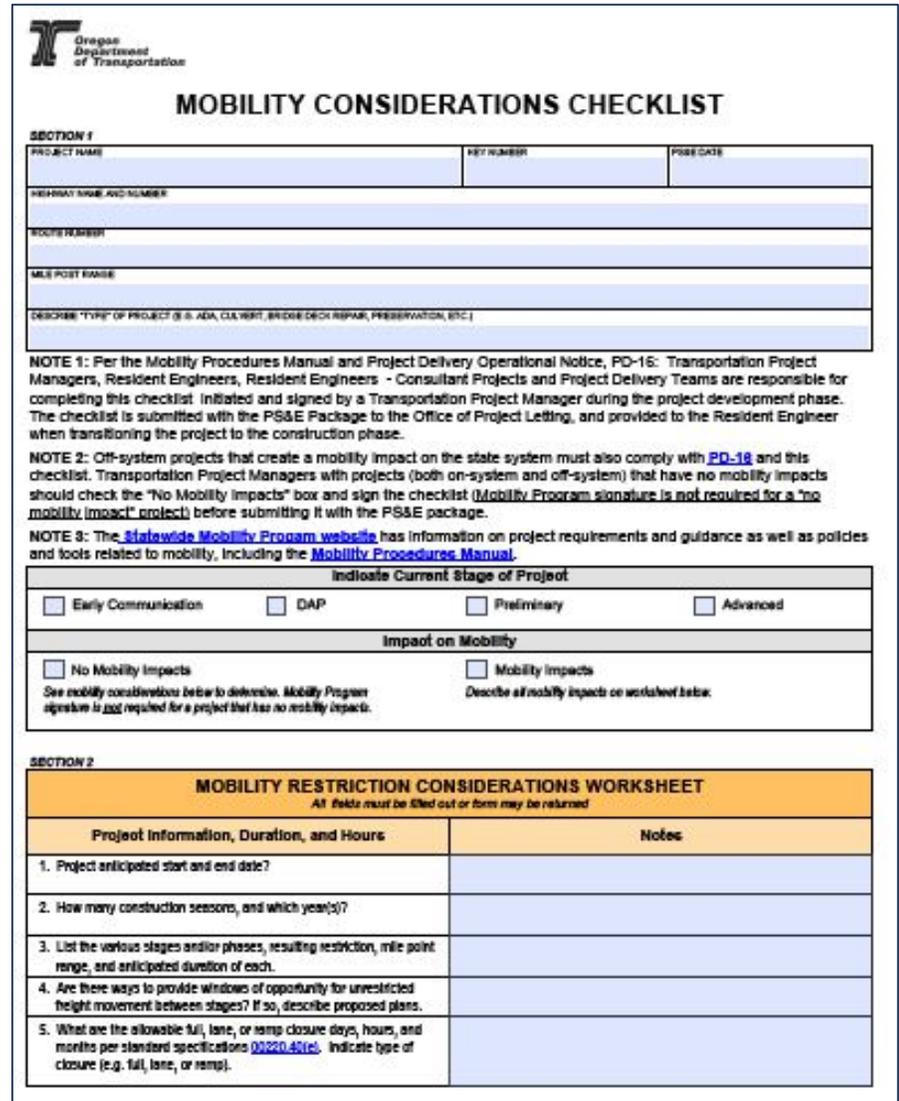


Work Zone Safety Factors to Consider



Identifying Impacts in Project Development

The Mobility Considerations Checklist is a *fundamental* part of documenting restriction impacts during Project Development.



Oregon Department of Transportation

MOBILITY CONSIDERATIONS CHECKLIST

SECTION 1

PROJECT NAME	KEY NUMBER	PS&E DATE
HIGHWAY NAME AND NUMBER		
ROUTE NUMBER		
MILE POST RANGE		
DESCRIBE "TYPE" OF PROJECT (E.G. ADA, CURB CUT, BRIDGE DECK REPAIR, PRESERVATION, ETC.)		

NOTE 1: Per the Mobility Procedures Manual and Project Delivery Operational Notice, PD-16: Transportation Project Managers, Resident Engineers, Resident Engineers - Consultant Projects and Project Delivery Teams are responsible for completing this checklist. Initiated and signed by a Transportation Project Manager during the project development phase. The checklist is submitted with the PS&E Package to the Office of Project Letting, and provided to the Resident Engineer when transitioning the project to the construction phase.

NOTE 2: Off-system projects that create a mobility impact on the state system must also comply with [PD-18](#) and this checklist. Transportation Project Managers with projects (both on-system and off-system) that have no mobility impacts should check the "No Mobility Impacts" box and sign the checklist (*Mobility Program signature is not required for a "no mobility impact" project*) before submitting it with the PS&E package.

NOTE 3: The [Statewide Mobility Program website](#) has information on project requirements and guidance as well as policies and tools related to mobility, including the [Mobility Procedures Manual](#).

Indicate Current Stage of Project

Early Communication DAP Preliminary Advanced

Impact on Mobility

No Mobility Impacts Mobility Impacts

See mobility considerations below to determine. Mobility Program signature is not required for a project that has no mobility impacts. Describe all mobility impacts on worksheet below.

SECTION 2

MOBILITY RESTRICTION CONSIDERATIONS WORKSHEET	
All fields must be filled out or form may be returned	
Project Information, Duration, and Hours	Notes
1. Project anticipated start and end date?	
2. How many construction seasons, and which year(s)?	
3. List the various stages and/or phases, resulting restriction, mile point range, and anticipated duration of each.	
4. Are there ways to provide windows of opportunity for unrestricted freight movement between stages? If so, describe proposed plans.	
5. What are the allowable full, lane, or ramp closure days, hours, and months per standard specifications (03220.45)(c) . Indicate type of closure (e.g. full, lane, or ramp).	

Any proposed temporary reduction in VC requires notification/coordination with the Mobility Team.

Mobility Consideration:
**Temporary
Vertical
Clearance
Restrictions**



Examples include temporary bridge falsework, temporary traffic signals, & diverting traffic into lanes with less VC.

Mobility Consideration:
**Temporary
Horizontal
Restrictions**

Width Restrictions & Industry Impact

Overwidth loads up to 16 feet wide are commonly transported throughout the state.

Oregon issues annual permits for loads up to 14 feet wide for many two-lane highways.



Horizontal Clearance Standards

Standards for daytime hours*

to meet commitments to the freight industry

(*1/2 hour before sunrise until 1/2 hour after sunset)

Interstate/Multilane Highways:

- Maintain 28 for two lanes of one-way traffic.
- Maintain 19 feet for one lane of one-way traffic.*

Other Two-Lane Routes on NHS:

- Maintain 28 feet for two lanes of one-way traffic
(single lane each direction).
- Maintain 16 feet for one lane of one-way traffic.*

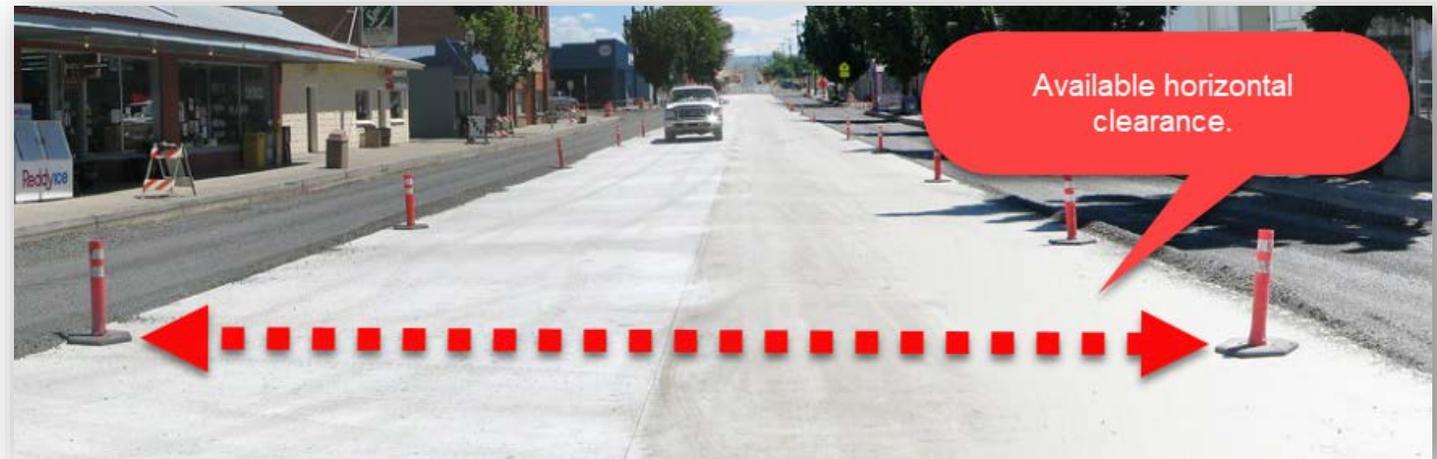
***NOTE:** These widths still require notification/
coordination with the Mobility Team



Mobility Consideration:
**Temporary
Horizontal
Restrictions**

Mobility Consideration: Temporary Horizontal Restrictions

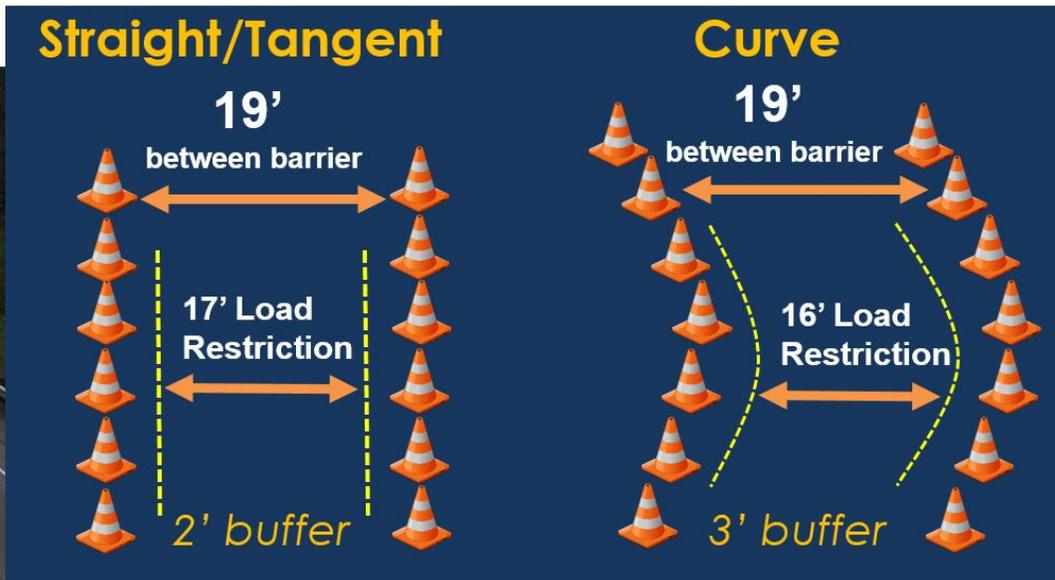
Horizontal clearance refers to the paved unobstructed width between barriers (soft or hard barrier, or equipment) including any usable shoulder.



Horizontal Clearance & Load Restrictions

The Mobility Team applies a buffer to the available horizontal width to determine the load restriction through the work zone:

Mobility Consideration: Temporary Horizontal Restrictions



The buffer space depends on if the work zone is on a tangent and/or curve.

Temporary Weight Restrictions

Example: Some bridges require heavy loads to straddle the center line. If bridge work requires a lane closure and heavy loads cannot straddle the center, a temporary weight restriction may be needed until the lane is reopened.



Mobility Consideration:
**Temporary
Weight
Restrictions**

Full road closures and ramp closures require notification and coordination with the Mobility Team.



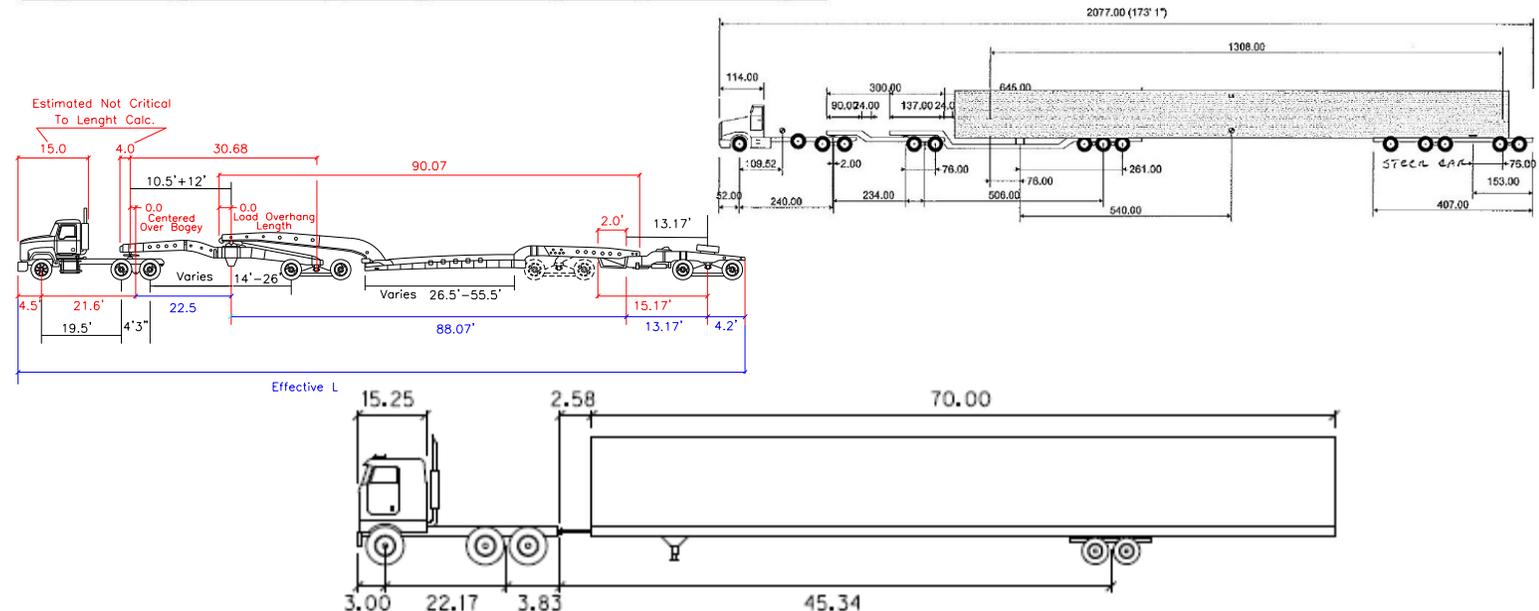
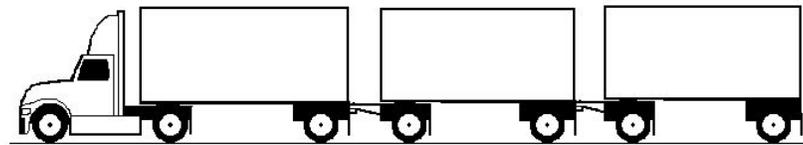
Closures impact the full spectrum of vehicles that use the route.

Mobility Consideration:
**Temporary
Closures**

Curves In Excess of 5-Degrees Can Result in a Length Restriction

- Engage the Mobility Team EARLY if you believe your project will require a length restriction.
- There are many different vehicle configurations to consider, when planning for a length restriction..

Mobility Consideration: Temporary Length Restrictions



Mobility Consideration: Critical Route Pairs

Avoid concurrent restrictions on critical route pairs:

If a route on the list of critical route pairs needs to be temporarily restricted, ODOT will take steps to make sure the paired critical route is not restricted.

Highway	Paired With	Area
I-5	OR 212, US 26, US 97	Washington – California
4	OR 78, OR 212, US 26, US 95, US 97, US 20	Portland – Ontario
30	US 26	Portland – Coast
22 & OR 18	US 20	Willamette Valley – Coast
126	OR 38	Willamette Valley – Coast
38	OR 42	I-5 – Coast



Consider all traffic that uses the route, including freight, over-dimension units, emergency services & hazardous materials.

Mobility Consideration:

Staging Options



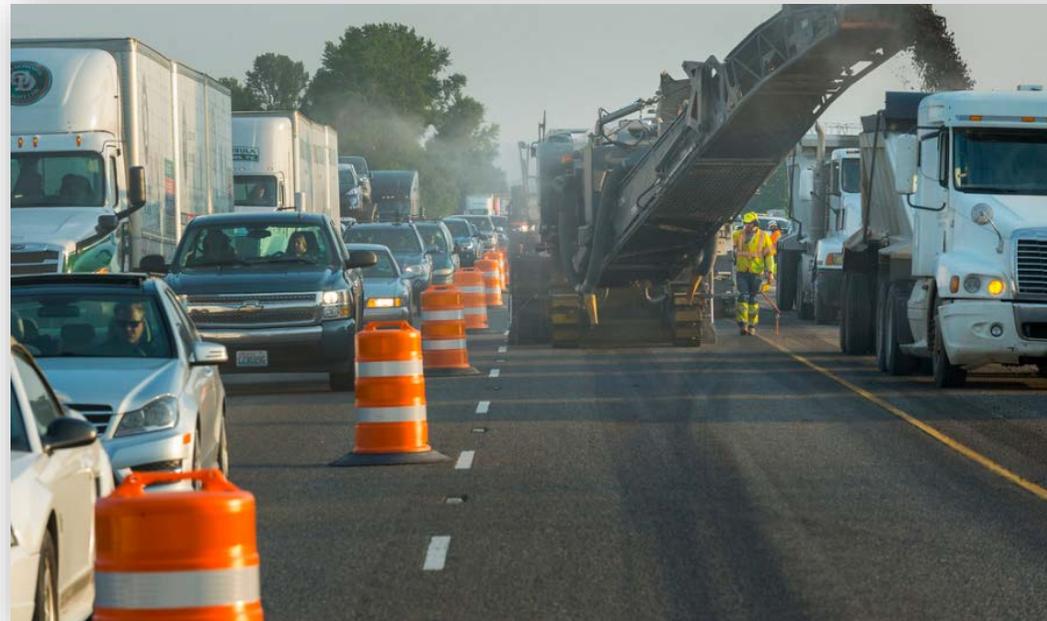
When practical, options with the least impact to mobility while maintaining worker safety should be used.

Mobility Consideration:

Delay Impacts

Managing Delay

- Work zone delay is defined as the additional average travel time experienced per vehicle per hour.
- Construction projects are evaluated for delay impacts to mobility and staging.
- A delay estimate must be prepared for projects on routes with corridor delay thresholds.



Mobility Consideration:

Detour Impacts

Detour planning: Take into account & provide for all traffic allowed to use the route, including freight and over-dimension units.

Issues to Check:

- ✓ Size & weight restrictions.
- ✓ Overhead obstructions
- ✓ Safe turning movements & off tracking.
- ✓ Emergency services response times.
- ✓ Can hazardous material loads use the route?
- ✓ Are there other projects on the proposed detour that will restrict traffic?
- ✓ Are other projects using the existing route as a detour?



4. Coordination during Construction

- Refer to *Mobility Procedures Manual*:
- Chapter 5, Notification Requirements

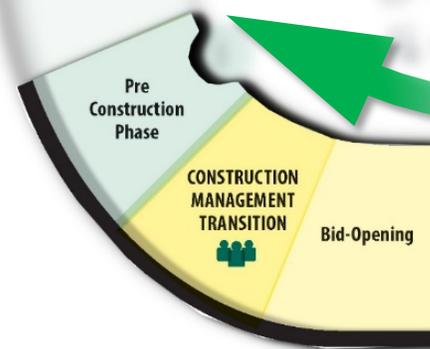


TRANSITION TO CONSTRUCTION

Resident Engineers:

Review these documents to be familiar with safety and mobility expectations for the project.

- **Mobility Considerations Checklist**
- **Transportation Management Plan**
- **Work Zone Decision Tree**
- **Standard Specification 220.40 (e)**
(Allowable full, lane or ramp closures)



TRANSITION TO CONSTRUCTION

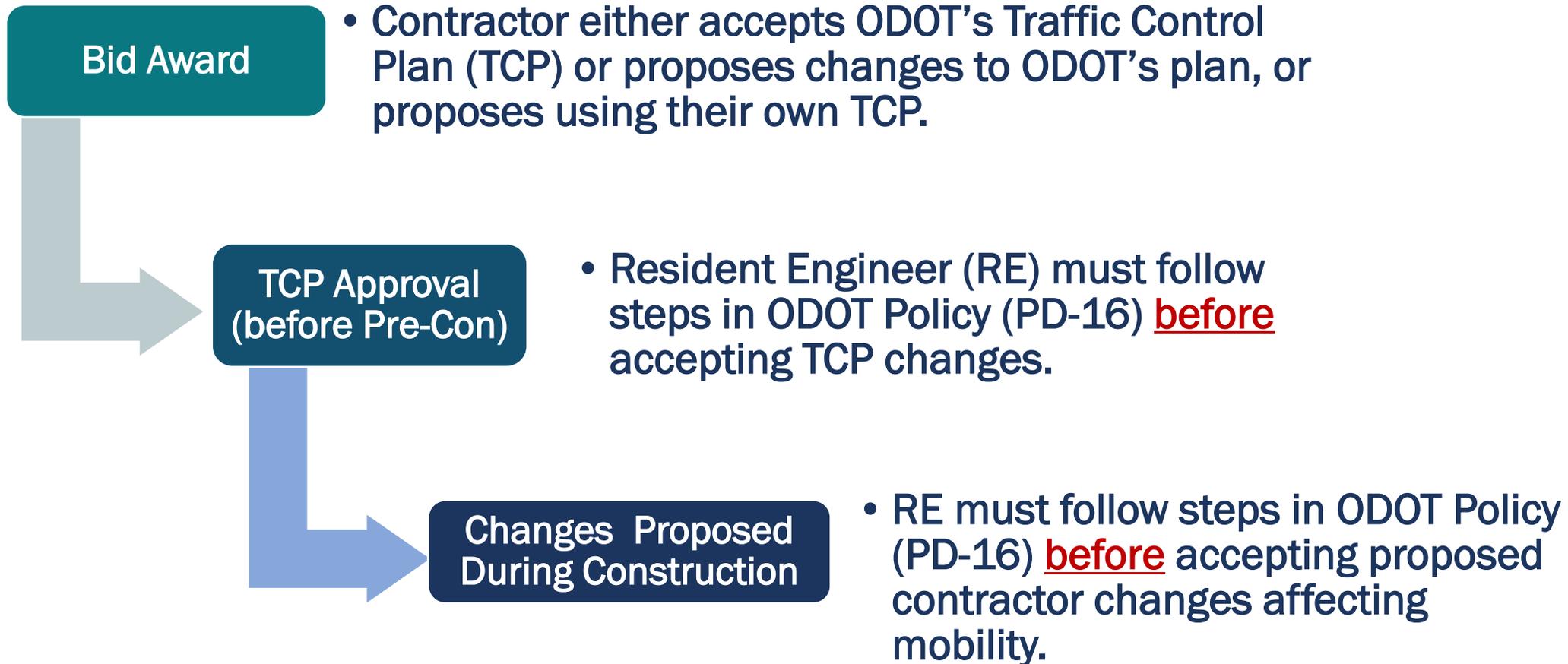
ODOT's
*Transportation
Management Plan
Guidance Manual*
provides this
direction for
Construction Staff:

The TMP and Work Zone Decision Tree are to be submitted to eBids for prospective bidders **to understand the safety and mobility expectations for the project.**

Construction staff should familiarize themselves with the TMP, including any components of the TMP that need to be implemented by the Project Manager.

Depending on whether or not the Contractor adopts the Agency-provided TCP, the TMP and Work Zone Decision Tree may need to be re-evaluated or revised.

TRANSITION TO CONSTRUCTION



IF THE CONTRACTOR PROPOSES CHANGES

ODOT Policy requires these steps before accepting changes:

ODOT Operational Notice PD-16:

1. Engage the contractor, Region Mobility coordinator and any relevant region resources to discuss proposed changes to determine if the change is warranted and supported by the Region.
2. Engage the Mobility Team to discuss potential changes and receive approval **before** any agreements are made with the contractor.

IF THE CONTRACTOR PROPOSES CHANGES

The *Work Zone Decision Tree* must also be updated to document changes & stakeholder engagement:

Highway Directive TRA 10-16 (Work Zone Safety Guiding Principle):

The Construction Project Manager is to use the Work Zone Decision Tree to document coordination with stakeholders as they evaluate proposals for changes to TCP's.

IF THE CONTRACTOR PROPOSES CHANGES

The *TMP* must also be updated to document changes:

TMP Project Level Guidance Manual:

During the project the Project Manager should monitor the TMP/TCP and make changes as necessary based upon contract changes.

The Project Manager will include updated final versions of the TMP and Work Zone Decision Tree in the final project documentation.

ODOT's Highway Restriction Notice Form



The screenshot shows the Oregon Trucking Online website interface. At the top left is the logo for Oregon Trucking Online, featuring a yellow truck. To the right of the logo is the text "Welcome to OregonTruckingOnline.com". Below the logo and text is a navigation menu with buttons for "Home", "Public Menu", "Forms", "Sign up for a PIN", "Contact Us", and "Login". The "Forms" button is highlighted in purple. Below the navigation menu is a header for the "HIGHWAY RESTRICTION NOTICE - SIZE AND/OR WEIGHT" form. The form content includes instructions for non-ODOT staff and ODOT staff, and a progress bar at the bottom indicating the current step: "Step 1: Complete the request form".

Instructions:

Non-ODOT Staff (contractors, etc.): Complete the fields below and submit at least 35 days prior to when the restriction begins per contract specifications 00220.03(a) Work Zone Notifications.

ODOT Staff: Complete the fields below and submit at least 14-28 days prior to when the restriction begins. Refer to the How Much Notice is Required section on the [Statewide Traffic Mobility](#) website for more information.

After submitting the form an email confirmation will be sent to you with a copy of the form attached for your records. When the project is complete and the restriction is no longer needed, update this form and select Lift or Cancel to clear this restriction. If you have questions, or the restriction needs to be extended or updated, contact the [MCTD Mobility Team](#).

Step 1: **Complete the request form** Step 2: Review Step 3: Confirmation Help: [User Guide](#)

Providing Notification

Role of REs & RECPs:

Review & approve adequacy of information in the highway restriction notice form, as submitted by contractor.

Providing Notification

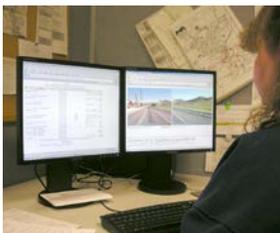
How much notice is required?

- **Contractors:** Submit at least **35 days prior.**
- **REs & RECPs:** Review & forward to the Mobility Team at least **14 or 28 days prior** (depending on the type of restriction).

The screenshot shows the Oregon Trucking Online website interface. At the top, there is a navigation bar with links for Home, Public Menu, Forms, Sign up for a PIN, Contact Us, and Login. The main heading is "HIGHWAY RESTRICTION NOTICE - SIZE AND/OR WEIGHT". Below this, there are instructions for Non-ODOT Staff (contractors, etc.) and ODOT Staff. The form is currently in "Step 1: Complete the request form" and shows a "Status" of "New Restriction". There are buttons for "Review Before Submitting", "Reset", and "Print Form". The form fields include: Route Number (dropdown), Beginning Mile Point, Ending Mile Point, Direction (checkboxes for Northbound, Southbound, Eastbound, Westbound), Highway Local Name, City/Town Nearby, Project Name, Contract Number, Bridge Structure Name, Bridge Structure Milepost, Restriction Notice Number (NEW), Project Key, Name of Event/Parade, and Bridge Structure Number. Asterisks indicate required fields.

How Restriction Information is Published

1 
**OREGON TRUCKING
ONLINE**
Road & Bridge
Restrictions List

2 
Over-Dimension
Permit Analysts

3 Incident Maps
Road Cameras
Road Conditions 
T TripCheck
Commercial Vehicle
Information Advisories

4 
Letters to
Annual
Permit
holders

5 
GovDelivery trucking
advisories

6 
Commerce and
Compliance
Division Web site



When Notification Is Required (Construction Projects)

Construction Projects - Notification is required for any of these temporary conditions:

- Any time horizontal clearance is reduced to less than
 - 28 feet for two lanes of one-way traffic,
 - 28 feet for two lanes of 2-way traffic (single lane each way)
 - 22 feet for one lane of one-way traffic.
- Any time a state facility is fully closed or traffic is detoured for any period of time (regardless of whether or not a detour is available).
- Any time a ramp is closed for any period of time (regardless of whether or not a detour is available).
- Any time vertical clearance is reduced.
- Any time weight or length restrictions are imposed.

Notification Exceptions (Construction Projects)

Construction Project Work – Notification Exceptions

Notification **is not required** if all of the following can be met for accommodating all unannounced loads:

1. Able to wave through unannounced wide loads & provide at least 22-feet of clear distance by moving cones/equipment out of the way with a slight delay.
2. No vertical clearance restrictions, including no lane shifts/lane closures beneath structures.
3. No ramp closures.
4. No weight restrictions.
5. No length restrictions.

**Check with the Mobility Team for accommodating on mainline interstate hways.*



Managing Restriction Notices

Suggestions to Avoid Delays

- Be as specific as possible when entering dates and durations. Avoid submitting “blanket restrictions that will restrict routes when work isn’t actually taking place.
- For ramps, indicate as many that can reasonably be completed within a reasonable amount of time (*work with the Mobility Team to determine*).
- For multi-lane highways, when work is not concurrent, send separate notifications for each direction of travel, and for stages/phases with different size restrictions or allowable hours.
- Coordinate review of restriction notices with the contractor. Notice is not considered given until Mobility receives an acceptable notice.

5. Issues to Avoid when Submitting Restrictions



ISSUE TO AVOID:

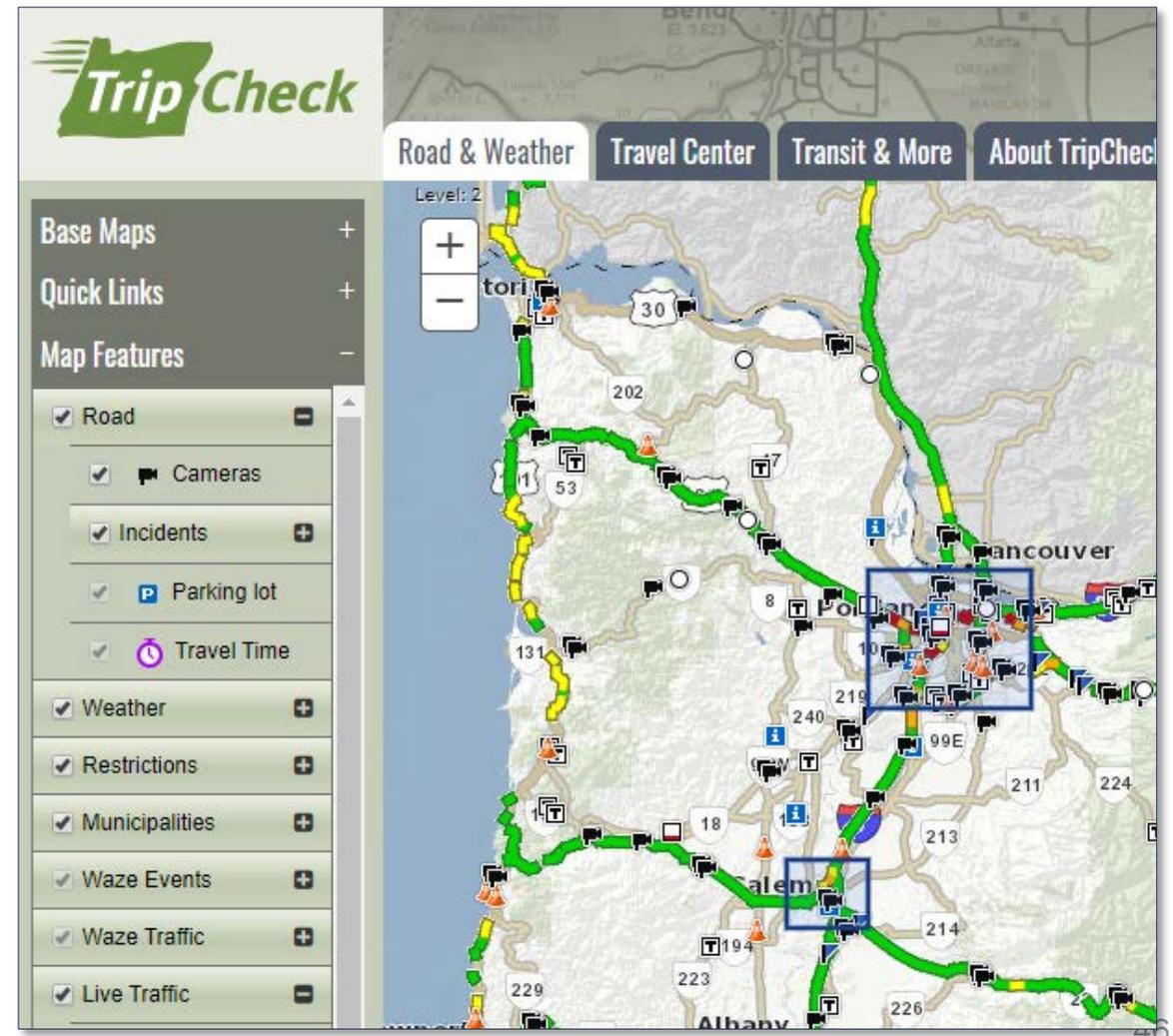
Notices that don't match the signed Mobility Checklist

EXAMPLES

The Signed Checklist Says...	The Restriction Notice Says...
16 feet of horizontal clearance is available	13 feet of horizontal clearance is available.
Restriction duration is 5 months	Restriction duration is 17 months
A mainline ramp will be closed two days each week.	A mainline ramp will be closed for three months.
A width restriction is planned.	A full road closure is planned.
All unannounced oversize loads will be accommodated.	Loads will be accommodated with advance notice.

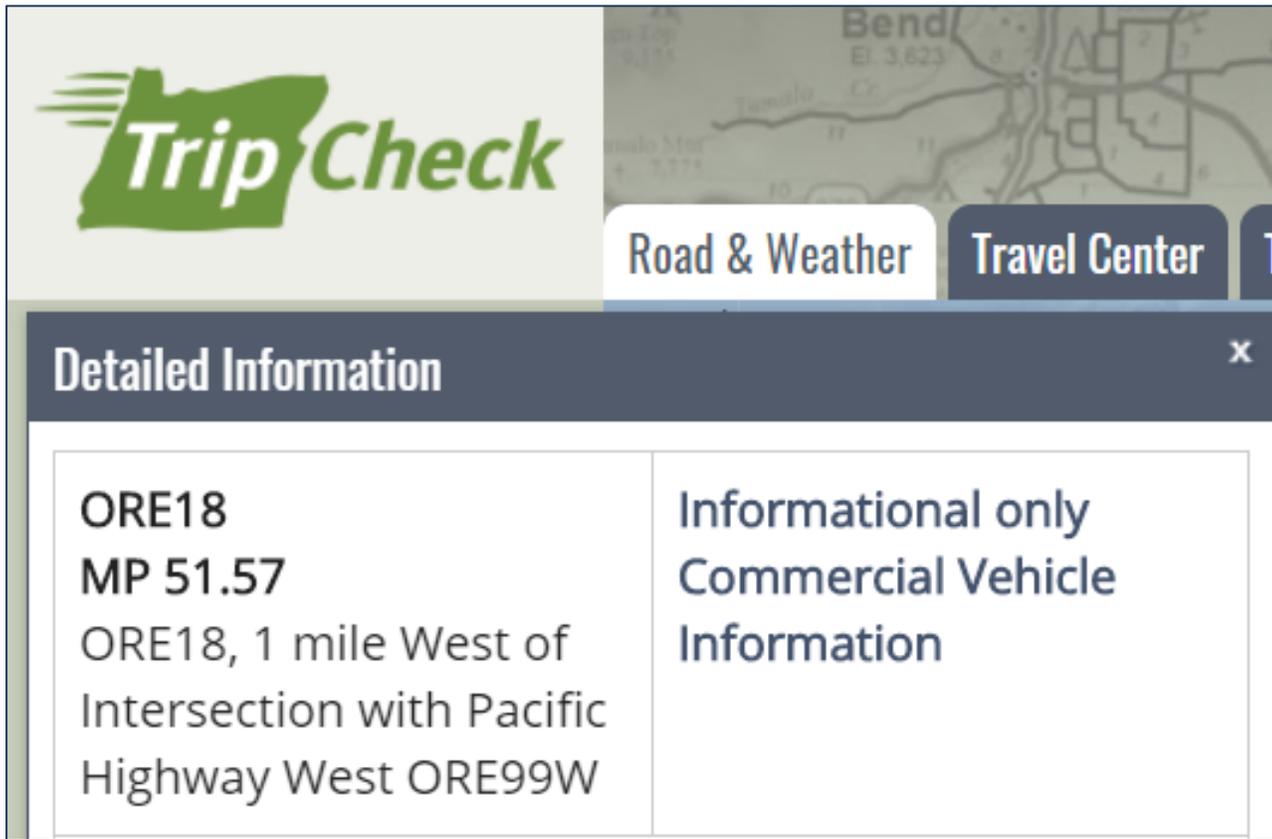
ISSUE TO AVOID: Not Updating Restrictions

If work is delayed and the restriction is not updated, **the route will still appear to the public as restricted or closed.**



ISSUE TO AVOID:

Not Lifting Restrictions When Work is Complete



The screenshot shows the TripCheck website interface. At the top left is the TripCheck logo. To the right is a map showing the location of Bend, OR. Below the map are two tabs: "Road & Weather" and "Travel Center". A "Detailed Information" window is open, displaying the following text:

ORE18 MP 51.57 ORE18, 1 mile West of Intersection with Pacific Highway West ORE99W	Informational only Commercial Vehicle Information
--	---

A restriction will remain published until it is lifted.

6. Highway Restriction Form Walk-Through

Welcome to OregonTruckingOnline.com

Home Public Menu **Forms** Sign up for a PIN Contact Us Login

HIGHWAY RESTRICTION NOTICE - SIZE AND/OR WEIGHT

Instructions:

Non-ODOT Staff (contractors, etc.): Complete the fields below and submit at least 35 days prior to when the restriction begins per contract specifications 00220.03(a) Work Zone Notifications.

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Step 1: Complete the request form Step 2: Review Step 3: Confirmation Help: [User Guide](#)

Status: New Restriction

(Free Adobe reader for print)

Section 1 - (Location/Project/Event Name) Help: [Video](#) / [User Guide](#)

Route Number: * Restriction Notice Number: **NEW**

Beginning Mile Point: * Ending Mile Point: *

Direction: Northbound Southbound Eastbound Westbound *

Highway Local Name:

City/Town Nearby: *

Project Name: Project Key:

Contract Number: Name of Event/Parade:

Bridge Structure Name:

Bridge Structure Milepost: Bridge Structure Number:

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>