

Highway Restriction Notice Procedures for Construction and Maintenance Work

**Includes process adjustments
to align with the new ORION system**



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**Commerce and Compliance Division
Over-Dimension Permit Unit**

455 Airport Road SE, Building A
Salem, Oregon 97301
503-373-0000

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Introduction

These procedures are intended for ODOT contractors and ODOT staff who are responsible for submitting and reviewing highway restriction notices related to construction and maintenance work.

These procedures have also been updated to align with the Oregon Routing Information Online (ORION) system. This is a system used by the ODOT Commerce and Compliance Division's Over-Dimension Permit Unit for the issuance of oversize and/or overweight permits statewide. The system is also used for entering the temporary size and weight restrictions that affect these permit holders.

Submitting Highway Restriction Notices allows the ODOT Over-Dimension Permit Unit to ensure work zone safety and help motor carriers hauling oversize loads plan their trips by:

- Putting restriction information on oversize permits and re-route freight as needed.
- Providing notification to annual oversize permit holders that are affected.
- Posting information on the [Road and Bridge Restrictions List](#).
- Posting information on [TripCheck](#).

For questions regarding the highway restriction notice form, the ORION system, or the restriction notice process, please contact our CCD Over-Dimension Permit Unit [Restriction Notices Team](#).

Procedures For Construction Projects

Proposed Contractor Changes Impacting Mobility

If there are proposed changes from the contractor that have the potential to adversely affect mobility or run counter to previous agreements that were made during project development, the resident engineer must:

1. Start by engaging the contractor, region mobility liaison and any relevant region resources to discuss the proposed changes to determine if the change is warranted and supported by the Region, and then;
2. Engage the [Mobility Services Team](#) to discuss potential changes and receive approval (including stakeholder input, if necessary) before any agreements are made with the contractor and before restriction information is entered in ORION.

These steps must be followed before any restrictions are entered in ORION.¹

Restriction Notification Requirements for Construction

Contractor Notification Using Highway Restriction Notice HRN (form 2357)

Written notification using the online Highway Restriction Notice HRN (form 2357) must be submitted through Doc Express by contractors to the applicable Construction Management Team (include Resident Engineers, Resident Engineers – Consultant Projects and Local Agency Liaisons) before any roadway freight restriction condition can be implemented.² Questions about the form should be directed to the CCD Over-Dimension Permit Unit [Restriction Notice Team](#).

Contractors must submit the form at least 35 days prior to the restriction beginning to allow time for the Resident Engineer to review. Once the Resident Engineer has reviewed the notice for accuracy and verified alignment with the Mobility Considerations Checklist, they (or the Region designee) will enter the temporary size and weight restriction in ORION at least 21 or 14 days prior to the restriction beginning, depending on the type of restriction. Refer to the [Minimum Notification Time Requirements](#) section of this document.

If the contractor proposes changes that have the potential to adversely affect mobility or run counter to previous agreements that were made during project development, the resident engineer must follow the engagement steps provided in the previous section.

¹ Oregon Department of Transportation, Project Delivery Team [Operational Notice PD-16](#), Highway Mobility, June 3, 2014, page 6.

² Oregon Department of Transportation, [Highway Restriction Notice \(HRN\)](#) (form 2357).

Resident Engineer Restriction Notice Review and Entry into ORION

For construction projects, Resident Engineers are responsible for reviewing highway restriction notices submitted by the contractor to ensure the information is complete and accurately reflects the traffic control plans shared with the Mobility Services Team and Mobility Advisory Committee during project development.

The information submitted in the Highway Restriction Notice should be consistent with the information in the signed Mobility Considerations Checklist, the TMP/TCP, the Work Zone Decision Tree, the allowable closures specified in the contract (Standard Specification 00220.40(e)), and any applicable mobility meeting minutes and associated emails.

A [Restriction Notice Review and Submittal Guide](#) is available with information on how to verify information provided by the contractor on the Highway Restriction Notice Form along with guidance on how to enter restriction information into ORION.

When Notification Is Required for Construction Work

Notification is required for any of the following construction work zone conditions:

- Any time horizontal clearance between barriers (including usable shoulder) is less than:
 - 28 feet for two lanes of one-way traffic,
 - 28 feet for two lanes of two-way traffic (single lane each direction), or
 - 22 feet for one lane of one-way traffic.
- Any time a state facility is fully closed, or any component of 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 the degree of roadway curvature exceeds 5 degrees in the work zone, requiring a length restriction for oversize loads.
- Any time vertical clearance is:
 - Reduced under an existing structure due to containment systems, false work, etc.; or
 - Reduced when closing lanes and/or diverting traffic into lanes with lower clearances under structures.
- Any time weight restrictions are imposed that restrict permitted vehicles or add additional restrictions or special provision to existing restrictions.

Minimum Notification Time Requirements

The minimum restriction notification times (14 or 21 days) correspond to the impact the restriction has on over-dimension permits issued by the CCD Over-Dimension Permit Unit.

- **14-day notice** applies to restrictions that impact Single Trip Permits (STPs). These route-specific permits allow for travel during a 10-day period and can be issued up to 4 days in advance. The CCD Over-Dimension Permit Unit requires at least 14 days to clear the permit queue of any Single Trip Permits (STPs) affected by the restriction.

- **21-day notice** applies to restrictions that impact annual over-dimension permit holders. These permits allow for unlimited trips. The CCD Over-Dimension Permit Unit requires entry of temporary size and weight restrictions in the ORION system at least 21 days in advance in order to notify annual over-dimension permit holders.

Use the following table to determine if a restriction requires 14 or 21 day minimum notification for construction projects. Regardless of restriction type, contractors are required to submit restriction notices at least 35 days prior to the restriction beginning (per Contract Specification 00220.03(a)) to allow time for resident engineer review.³

Table 1: Minimum Restriction Notification Requirements for Construction Projects

Restriction Type	Minimum Notification	Condition
Full Closures	21 days	For all full closures of state facilities
Ramp Closures (If a ramp is closed for any period of time whether or not a detour is available.)	21 days	For all state system-to-system ramp closures (on/off ramps).
	14 days	For all other ramp closures.
Vertical Clearance Reductions (If lanes are shifted or closed under a structure resulting in lower VC, or VC is reduced in any way.)	21 days	Applies to blue routes on the Freight Mobility Over-Height Map . Blue routes allow 14'-06" high annual permitted loads to move.
Vertical Clearance Reductions (If lanes are shifted or closed under a structure resulting in lower VC, or VC is reduced in any way.)	14 days	Any other change from existing clearance (includes lane shifts under structures).
Daytime Width ⁴ Reductions – Single Lane (Any time width is restricted to less than 22 feet for a single lane of traffic during daytime hours (one-half hour before sunrise, to one-half hour after sunset).)	21 days	Applies to the following routes on the Freight Mobility Daylight Width Map : Black routes: Less than 16' on tangent work zones; Less than 17' on curved work zones (or both tangent and curved) Blue routes: Less than 14' on tangent work zones; Less than 15' on curved work zones (or both tangent and curved)

³ Oregon Department of Transportation, [Oregon Standard Specifications for Construction](#), 2024 Edition, Standard Specification 00220.03(a), Over-Dimensional Vehicle Restrictions.

⁴ Width refers to paved width capable of supporting the freight traffic loads without failure. Unpaved/aggregate shoulders may be included when deemed adequate by the resident engineer to support the freight, which may be heavy and or low to the ground.

Restriction Type	Minimum Notification	Condition
	14 days	Applies to the following routes on the Freight Mobility Daylight Width Map : Black routes: 16' to 22' on tangent work zones; 17' to 22' on curved work zones (or both tangent and curved) Blue routes: 14' to 22' on tangent work zones; 15' to 22' on curved work zones (or both tangent and curved)

Notification Exceptions

Notification is not required if work activity meets all of the following requirements:

1. No vertical clearance reductions.
2. No width restrictions, meaning the following minimum horizontal clearance will be maintained at all times⁵ (or all unannounced oversize loads can be safely accommodated by moving traffic control devices and equipment out of the way with minimal delay to provide the required horizontal clearance):
 - 28-feet between barrier (including any paved shoulder) for two lanes; or,
 - 22-feet for a single lane.
3. No full road closures or ramp closures.
4. No lane shifts or lane closures underneath structures will divert traffic into a travel lane with less vertical clearance.
5. No weight restrictions.
6. No length restrictions.
7. No detours or on-site diversions.

⁵ There are some routes where the existing roadway is narrower than the minimum horizontal width needed for there to be no restriction notification required. In situations like this, contact the [Mobility Services Team](#) so we can have a conversation about your project and confirm any impacts to mobility.

Procedures For Maintenance Work

Maintenance activities (conducted by internal staff or their contractors) and their impacts to traffic must be considered prior to starting the work. Since maintenance activities customarily are provisional in nature, the notification requirements have been simplified by identifying three main categories of activities and specifying what types of notification must take place. The following requirements are for routine and planned work. For unplanned emergency response and repair work such that will restrict travel for more than 24 hours, a temporary size and weight restriction must be entered in ORION.

A [Restriction Notice Review and Submittal Guide](#) is available with information on how to verify information provided by the contractor on the Highway Restriction Notice Form (if applicable) along with guidance on how to enter restriction information into ORION.

Activity 1 Requirements

Work is being done on the highway that may result in some reduction of available clearance. If any load that comes to the work area can be waved through, **no notification is required. Except:**

Anytime a lane is closed under a structure; because a high load may be waved through that was not supposed to travel under the structure as a permit condition, resulting in a hit to the structure.

Or, when closing an on/off ramp that is used to avoid a low structure on the highway; because that might result in a high load that was supposed to use the up and over to proceed under a low structure resulting in a hit to the structure.

For conditions A and B, the Activity 2 or Activity 3 notification requirements will apply. Waved through means that for width, length, or weight the work equipment and traffic control devices can be moved (and there is an understanding that it would be) if a permitted vehicle comes to the work zone to provide the required clear distance, or the required clear distance was still available. This may result in a slight delay to the oversized load, or to traffic behind the load. **It is okay to have a small delay as long as you can get the load through the work zone.** While not required, entering the temporary size and weight restriction in ORION will provide a "Traffic Advisory" to members of the freight industry that may experience delay at this work site. This is to set up driver expectations and reduce frustration while they wait to be flagged through the work area. Minimum width requirements for this activity are 22 feet of clear distance on the interstates and 19 feet clear distance on other highways.

Activity 2 Requirements

Work is being done on the highway that will restrict passage by Single Trip Permits (STPs) issued by the CCD Over-Dimension Permit Unit. Any impact to height, width, weight, or length that impacts STPs will require a minimum 14-day notification (see table of minimum notification times below). The purpose of entering the temporary size and weight restriction in ORION allows the system to discontinue issuing STPs that are unable to fit through the work zone. Examples of situations that would fall into this activity are:

- Example 1: Closing an on/off ramp that is used to avoid a low structure on the highway or anytime a lane is closed underneath a structure. This may result in a vertical clearance restriction and notification is required in order to avoid a load hitting a structure.
- Example 2: Closing a lane on a weight restricted bridge in which the heavy load must travel down the center of the bridge. If unable to straddle the center line, the weight is restricted and notification is required. To determine if the bridge is weight restricted check the weight restricted bridge list, or contact the ODOT Mobility Team. The carrier's permit directs them to straddle the centerline; there is typically not a sign at the bridge location advising the motor carrier to straddle the centerline.
- Example 3: Work is being done on a narrow bridge on a 2-lane highway and the equipment cannot be moved to accommodate the oversize load. This is a width restriction if providing less than 22 feet but more than 16 feet clear width on all black routes on [Route Map 9](#) and less than 22 feet but more than 14 feet clear width on all red routes on [Route Map 9](#).

Activity 3 Requirements

Work is being performed that will impact Continuous (Annual) Trip Permits (CTPs) issued by the CCD Over-Dimension Permit Unit. This will require entry of a temporary size and weight restriction in ORION at a minimum of 21-days in advance. Refer to the table below to determine restrictions that require at least 21-day notice. If you are closing a highway, contact the [Mobility Services Team](#) to ensure the detour route can accommodate oversize loads.

Minimum Notification Time Requirements

Use the following table to determine if a restriction for maintenance work requires 14 or 21 day minimum notification.

Table 2: Restriction Notification Requirements for Maintenance Activities

Restriction Type	Minimum Notification	Condition
Full Closures	21 days	For all full closures of state facilities
Ramp Closures (If a ramp is closed for any period of time regardless of whether or not a detour is available.)	21 days	For all state system-to-system ramp closures (on/off ramps).
	14 days	For all other ramp closures.
Vertical Clearance Reductions (If lanes are shifted or closed under a structure resulting in lower VC, or VC is reduced in any way.)	21 days	Applies to blue routes on the Freight Mobility Over-Height Map . Blue routes allow 14'-06" high annual permitted loads to move.
	14 days	Any other change from existing clearance (includes lane shifts under structures).
Width ⁶ Reductions – Single Lane	21 days	Less than 16' of clear width on black routes on Route Map 9 (or need to restrict 14' wide annual permitted loads). Less than 14' of clear width on red routes on Route Map 9 (or need to restrict 12' wide annual permitted loads).
	14 days	16' to 22' of clearance on black routes on Route Map 9 . 14' to 22' of clearance on red routes on Route Map 9 .
Width Reductions – Two Lane	21 days	If width is reduced to less than 28' for two lanes of one-way traffic; or two opposing lanes of head-to-head traffic (with no traffic separator).
Temporary Weight Restriction (e.g. closing a lane on a weight restricted bridge where heavy loads must straddle the center line)	14 or 21 days*	Any time weight restrictions are imposed that restrict permitted vehicles or add additional restrictions or special provision to existing restrictions. *Contact the Mobility Services Team to determine potential impacts and notification requirements.

⁶ Width generally refers to the paved width that will be available to traffic between barriers/traffic control devices (e.g. barrels, cones, candlesticks, equipment, concrete barriers, etc.) and includes any shoulders which are capable of supporting the freight traffic loads without failure.