



MOBILITY PROCEDURES MANUAL

Project Dev. Section | Delivery & Ops. Division

November 2025 Edition

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FOREWORD

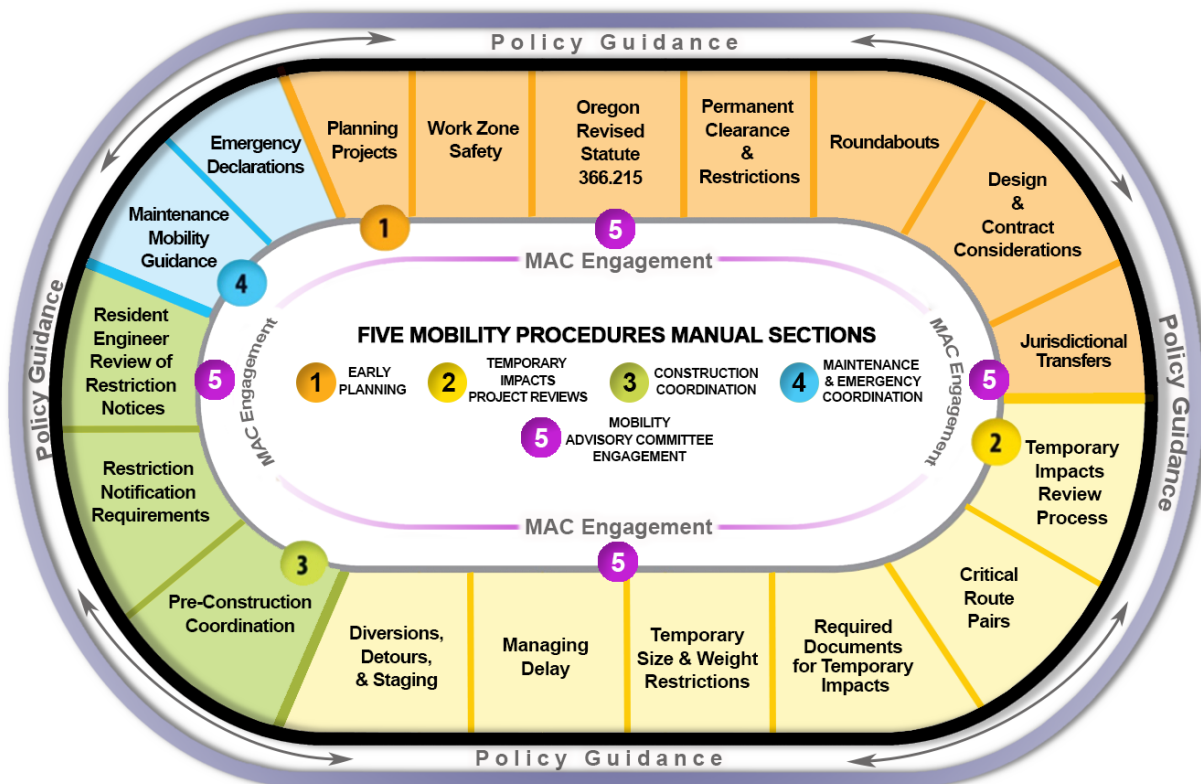
F1 Mobility Guidance Lifecycle

This diagram shows where mobility procedures in this manual align with ODOT's [Transportation System Project Lifecycle](#).

Select a segment on the diagram below to jump to that section of this manual or refer to the Table of Contents.

Figure 1: Mobility Guidance Lifecycle

WORK ZONE SAFETY & MOBILITY GUIDANCE LIFECYCLE



F2 Purpose & Rationale

This manual provides guidance on implementing key ODOT mobility policies, procedures, processes, roles and responsibilities. It is intended as a working tool for ODOT planning, project development, construction, maintenance, and the Mobility Services Team; and is not intended as a stand-alone policy. This manual applies to all state and federally funded projects on state highways; and projects impacting state highways that must be reviewed through the ODOT Mobility Program under applicable statute, rule or department policies.

Mobility can be defined as the ease with which people and goods move throughout their community, state, and the world. Due to the importance of protecting workers and maintaining free-flowing, predictable highway travel, ODOT established policies and procedures for managing communication and issues impacting work zone safety and statewide traffic mobility.

Effectively managing both permanent and temporary restrictions is essential to meeting the Department's mobility goals, and complying with the Federal Highway Administration (FHWA) [Rule on Work Zone Safety & Mobility in 23 CFR 630 Subpart J](#). Addressing these safety and mobility issues requires considerations that start early in project development and continue through project completion.

This manual describes a set of standards and processes that help ensure that ODOT complies with the mobility provisions of the FHWA rules and meets the Department's goals for traffic mobility and safety. ODOT's commitments made to the freight industry are also reflected by the policies and procedures in this manual, which requires project teams work collaboratively with industry stakeholders to minimize impacts to freight mobility. [Refer to [Appendix AP6: Summary of Freight Industry Commitment Memos](#)]

Keeping motorists and workers safe while ensuring traffic moves efficiently is a top priority for ODOT and is engrained in its guidance:

- ODOT's mission is to provide a safe and reliable multimodal transportation system that connects people and helps Oregon's communities and economy thrive.
- ODOT's *Guiding Principal for Work Zone Safety* indicates the best work zone design and management plan will maintain safety & mobility, a balance that shall be analyzed continuously throughout the lifecycle of the facility.¹

¹ Oregon Department of Transportation, *Highway Directive TRA 10-16, Guiding Principle for Work Zone Safety*, November 8, 2016:

https://www.oregon.gov/odot/Engineering/Doc_TechnicalGuidance/TRA10-16d.pdf

- The *Oregon Transportation Plan's* Vision and Values Statement says: “Oregon’s transportation system supports all Oregonians by connecting people and goods to places in the most climate-friendly, equitable, and safe way.”²
- One of ODOT’s Context Sensitive and Sustainable Solutions (CS³) goals is to “maintain or improve traffic mobility and safety; keep traffic moving.”

Ensuring mobility, therefore involves minimizing delays due to construction and maintenance work, but also involves minimizing both temporary and permanent physical restrictions (such as weight, height, and width).

F3 Key Policy Considerations

F3.1 Work Zone Safety

Project design teams shall consider the full range of options including, but not limited to, separation of the traveling public from workers and work areas, speed reductions, law enforcement, enhanced traffic control devices and signage, and overall roadway and work zone design. The project delivery process, per ODOT’s [Work Zone Safety Directive](#), requires the use of the *Work Zone Decision Tree* (WZDT) form, and *Transportation Management Plan* (TMP) during scoping, project development and design, and during construction. [Refer to [Chapter 1.2: Work Zone Safety](#)]

F3.2 Identification of Mobility Impacts

Mobility impacts to traffic, freight, and emergency services must be considered at the very beginning of the project development process. Possible impacts to each of these must be identified and considered when a project is programmed. The [Mobility Considerations Checklist](#) (MCC) must be used to identify mobility impacts both in project development and during project construction (e.g. deviating from language in the specifications). [Refer to [Section 2: Temporary Impacts Project Reviews](#)]

F3.3 Communication and Coordination

Appropriate and timely communication within ODOT and with mobility stakeholders affects the success of traffic mobility on Oregon’s transportation system. Actions that may affect mobility require specific notification and communication processes that are described in each chapter of this manual. These processes include collaboration with key industry stakeholders in initial and continuing conversations about alternatives and mitigation requirements.

² Oregon Department of Transportation, *Oregon Transportation Plan*, July 13, 2023, Chapter 4, Visions and Values, page 22:

https://www.oregon.gov/odot/Planning/Documents/Oregon_Transportation_Plan_with_Appendices.pdf

Transportation project managers, local agency liaisons, resident engineers, resident engineers – consultant projects have a responsibility for engaging the Mobility Services Team and the Mobility Advisory Committee (as needed) in discussions regarding potential restrictions. [Refer to [Chapter F5: Roles & Responsibilities/Issue Resolution](#)]

Contact the appropriate region mobility liaison or the [Mobility Services Team](#) for questions about communications and coordination steps specific to your project or situation.

F3.4 Temporary Restrictions

Several factors must be considered before imposing temporary restrictions on vertical or horizontal clearances, weight, route, detours, ramp closures, or before imposing any traffic delays. [Refer to [Section 2: Temporary Impacts Project Reviews](#)]

F3.5 Critical Route Pairs

An important concept that affects the coordination of temporary work zone impacts is Critical Route Pairs (CRPs). It is essential to communicate within a region, between regions, and statewide in development, construction, and maintenance to ensure an identified alternate CRP will not be concurrently restricted. [Refer to [Chapter 2.2: Critical Route Pairs](#)]

F3.6 Permanent Restrictions

Permanent changes to the roadway system include vertical clearance, horizontal clearance, length restrictions, and weight restrictions. Permanent changes that will impact mobility need to be considered in the planning and project development process and must be discussed with the Mobility Services Team and mobility stakeholders. [Refer to [Chapter 1.4: Permanent Clearance and Restrictions](#)]

Projects that have the potential to permanently reduce vehicle-carrying capacity on Reduction Review Routes subject to ORS 366.215 require a Stakeholder Forum review facilitated by the Mobility Services Team. [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]

F3.7 Roundabouts

Expectations and stakeholder engagement steps specifically concerning freight mobility must be followed every time a roundabout is proposed to be installed on the state highway system. [Refer to [Chapter 1.5: Roundabouts](#)]

F3.8 Design & Contract Considerations

During the development of projects, consideration should be given to practices that will eliminate or minimize mobility issues for both traffic and freight. Practices in both the design phase and during construction should be considered. [Refer to [Chapter 1.6: Design & Contract Considerations](#)]

F4 Expectations

Regions must evaluate all projects for the key policy considerations described above in Chapter F3, and review options carefully throughout each phase of the project to minimize the impacts from permanent and temporary restrictions. Project teams will collaborate with key industry stakeholders through the Mobility Services Team in initial and continuing conversations about alternatives and mitigation requirements.

F5 Roles & Responsibilities / Issue Resolution

F5.1 Statewide Roles

a) Safety and Mobility Policy Advisory Committee (SMPAC)

The purpose of the SMPAC is to advise ODOT's decision-making to enhance highway safety policy and mobility policy. Committee priorities include:

- Advise ODOT in pursuit of its mission to provide a safe and reliable multimodal transportation system that connects people and helps Oregon's communities and economy thrive.
- Provide policy oversight for the Mobility Advisory Committee.
- Ensure stakeholder involvement in high-level policy development to better coordinate and advance project management practices across the agency.
- Ensure development, construction, and maintenance activities enhance work zone safety and mobility in a balanced and comprehensive fashion, advancing ODOT's safety goal of zero fatalities and injuries, while efficiently moving people and goods.

b) Mobility Advisory Committee (MAC)

The purpose of the Mobility Advisory Committee is to review and provide feedback on agency projects through the lens of Mobility and Work Zone Safety as it applies to both temporary and permanent impacts.

The MAC provides a platform for stakeholders to inform balanced and transparent decision-making by ODOT on designs in planning, project development and construction that impact permanent or temporary height, width, length, or weight restrictions, or impose traffic delays.

The committee's purpose is also focused on upholding the agency's work zone safety goal of zero fatalities and injuries, including ODOT's employees, contractors, public safety professionals and the traveling public while efficiently moving people and goods.

The [MAC Charter](#) and associated appendices describe the committee purpose, functions, roles and responsibilities, project review criteria, definitions and meeting guidelines.

Not all projects are shared with the MAC in a formal meeting setting. The Mobility Services Team uses the Criteria in [Appendix C](#) of the MAC Charter to determine which projects should

be shared with the MAC and how they should be shared (via email or at a regularly scheduled MAC meeting).

If your project is required to share impacts with the MAC, refer to [Section 5: MAC Engagement](#) for information, requirements and resources for engaging with the committee.

c) Mobility Services Team (MST)

The Mobility Services Team promotes transparent and informed decision-making, acting as a liaison between internal and external stakeholders including ODOT staff, consultants and the MAC. The team facilitates stakeholder engagement on designs in planning, project development and construction that impact permanent or temporary height, width, length, or weight reductions/restrictions, or impose traffic delays. The MST provides technical support, expertise, project reviews, and training on mobility policies and procedures. Responsibilities include:

- Initiates all mobility stakeholder contacts.
- Coordinates/facilitates meetings between ODOT region staff, consultants, local agencies, and the MAC.
- Reviews projects for temporary and permanent impacts to mobility. Tracks and reports out on project review progress and discussions.
- Documents ORS 366.215 Stakeholder Forum *Records of Support* per administrative rule and agency communication policies and procedures.
- Signs off on all *Mobility Considerations Checklists* for projects that have mobility impacts. The Checklist memorializes ODOT and MAC support for planned restrictions and proposed construction staging.
- Identifies and shares impacts with the MAC (per the committee charter) to provide for early stakeholder input, including potential reductions in vehicle-carrying capacity (ORS 366.215). The MST works with project teams and stakeholders to develop options and solutions to mitigate impacts.
- Provides permit data to project teams (including vehicle size and weight dimensions, routing information, single trip permit issuance history, allowable annual permits, district permitting guidelines and vertical clearance data.).
- Provides feedback regarding detour routes, staging/traffic control plans, restrictions, etc. to project teams.
- Maintains and updates all Mobility Program-related web pages, documents, forms, templates, maps, tools, meeting materials (agendas, minutes, etc.), and guidance manuals.
- Facilitates the Region Mobility Liaison Peer Group meetings.

d) Commerce and Compliance Division (CCD) Over-Dimension Permits Unit

The Commerce and Compliance Division (CCD) Over-Dimension Permits Unit implements temporary size and weight restrictions because of highway construction and maintenance work. Responsibilities include:

- Provides access to Oregon Routing Information Online (ORION) for entering, modifying, and retiring temporary size and weight restrictions.
- Notifies the trucking industry of planned restrictions.
- Publishes a Road and Bridge Restriction list on ORION's homepage.
- Provides permit data and vertical clearance data as requested by the Mobility Services Team. Prepares *Permit Data Summary Reports* for the Mobility Services Team, to assist project delivery teams in determining project impacts to over-dimension freight traffic.
- Collects and analyzes data about restriction notices to monitor performance measures for trends.
- Provides restriction notice training and maintains training materials for entering, modifying, and retiring temporary size and weight restrictions in ORION.

e) Engineering and Technical Services Branch

- Provides input to each region and the Mobility Services Team regarding traffic control plans, traffic management plans, reductions in vehicle-carrying capacity, and design exceptions.
- Evaluates physical requirements for moving freight through temporary work zones and permanent changes to the highway system.
- Provides subject matter expertise for projects presented to the MAC.

f) State Bridge Engineer

When bridge load restrictions are necessary, the state bridge engineer provides information on the severity of bridge conditions and timeframes for restrictions to the specific groups described in [ODOT Policy PMT 06-01: Size and Weight Restrictions on State Highways](#).

F5.2 Region Roles

a) Region Manager

Each region manager appoints a region mobility liaison who is the point of contact for region staff and the Mobility Services Team. The region manager also participates in the [Mobility Issue Resolution Process](#) as appropriate.

b) Region Mobility Liaisons

The region mobility liaison, designated by a region manager, is the first point of contact between the Mobility Services Team (MST) and project representatives (e.g., project teams, resident engineers, area managers, planning staff, active transportation liaisons, local agency liaisons, consultants, maintenance representatives, and others) who help coordinate and prepare for MAC meetings, share expertise, and identify and address mobility issues and concerns as needed.

Responsibilities include:

- Coordinate mobility information for all projects occurring in the region that impact the state highway.
- Ensure that required mobility documentation submitted by project teams is complete and has consistent information.
- Identify and coordinate resolution strategies for delay that affect corridor mobility.
- Coordinate multiple projects on the same corridor, proposed detour routes, and projects on the Critical Route Pairs. Update project information on the [Critical Route Pair SharePoint List](#) as necessary, so that the information can be published on the [Critical Route Pairs GIS Map](#).
- Maintain region data and coordinate with the MST on existing or proposed detour routes.
- Coordinate with the MST, the MAC, region staff, local governments, rail liaisons, and others to resolve mobility conflicts.
- Ensure interregional mobility by coordinating with adjoining regions on their region's activities.
- Coordinate with the region planning unit, project delivery teams, maintenance, and local stakeholders to vet potential reduction in vehicle-carrying capacity issues (ORS 366.215) with design proposals [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)] and/or temporary work zone impacts. [Refer to [Section 2: Temporary Impacts Project Reviews](#)]
- Communicate mobility updates or best practices to the appropriate Region and consultant stakeholders.
- Participate in Region Mobility Liaison Peer Group meetings.
- Support mobility presentation preparations; present as requested.

c) Planning Staff

Planning staff identify and evaluate potential permanent mobility impacts (e.g. roundabouts and reductions in vehicle-carrying capacity) early in the development of plans (e.g. transportation system plans, corridor plans and interchange access management plans) and involve the region mobility liaison, the Mobility Services Team, and the Mobility Advisory Committee (as per the committee charter).

d) Project Teams (During Project Development)

Roles include transportation project managers, local agency liaisons, and resident engineers.

- Work with the region mobility liaison and the MST to identify potential reduction in vehicle-carrying capacity (ORS 366.215) design conflicts early. [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]
- Develop project specific *Transportation Management Plans (TMP)*, *Traffic Control Plans (TCP)*, and *Work Zone Decision Trees (WZDT)*. [Refer to [Chapter 2.3: Required Documents for Temporary Impacts](#)]
- Involve the MST early in the project development process when mobility impacts are identified, including planned restrictions and potential detour routes.

- Provide documentation of MST and MAC support (if applicable) for reductions in vehicle-carrying capacity, planned restrictions and proposed construction to the region mobility liaison.
- Identify project risks associated with mobility and plan/evaluate risk responses.
- Notify the state bridge engineer regarding planned bridge load postings.
- Ensure consideration is given to alternative design practices, materials, and construction methods to minimize delays and restrictions.
- Ensure consideration is given to various contracting methods to minimize delays and restrictions. [Refer to [Chapter 1.6.2: Special Contract Provisions](#)]
- Ensure other factors are given consideration (secondary routes, congestion impacts, emergency mobility plans, permitting requirements).
- Complete the *Mobility Considerations Checklist* ([form 735-9983](#)). Projects with mobility impacts must have the Checklist reviewed by the MST (and if necessary, shared with the MAC), and signed off prior to the end of Advanced Plans. [Refer to [Chapter 2.3: Required Documents for Temporary Impacts](#)]

e) Project Teams (During Construction Management)

Roles include resident engineers, assistant resident engineers, resident engineers – consultant projects, maintenance project managers, local agency liaisons and others designated by the region for coordinating and reviewing restriction notices for highway construction projects.

Roles and responsibilities include:

- Before agreeing to changes proposed by the contractor during construction that have the potential to adversely affect mobility (i.e. additional restrictions, changes in start dates, etc.), or differ from specified restrictions / previous agreements made during the project development process, resident engineers must:
 - (1) Start by engaging the contractor, region mobility liaison 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 Services Team (MST) to discuss potential changes and receive approval before any agreements to changes are made with the contractor.
- Provide documentation of MST and MAC support for changes in restrictions and construction to the region mobility liaison.
- Review and approve adequacy of information in the *Highway Restriction Notice* ([form 734-2357](#)) as submitted by the contractor. Verify that the restriction notices match the restrictions and mobility impacts that were signed off in the *Mobility Considerations Checklist* during the Program Development Stage. Once reviewed and approved, enter the temporary size and weight restrictions into the Oregon Routing Information Online (ORION) system when work zones restrict width, length, height or weight of trucks, and of planned detours. [Refer to [Chapter 3.2: Restriction Notification Requirements](#)]

- Modify and/or retire restrictions within ORION when work is completed, and the restriction is no longer needed.

f) Area Managers

Work with the region mobility liaison and project development and construction staff to ensure projects and activities meet mobility requirements. Specifically, area managers ensure that staff:

- Engage the MST and the region mobility liaison early when mobility issues are identified in projects.
- Include the region mobility liaison on any project communications that is pertinent to mobility coordination.
- Identify and evaluate risks associated with mobility in projects.
- Notify the region mobility liaison of planned restrictions, delays, or detours for projects.
- Evaluate alternative design practices, materials, and construction methods to minimize delays and restrictions in projects.
- Work with the region mobility liaison, region staff, the MST, local governments, mobility stakeholders, and others to resolve conflicts in projects.

g) Active Transportation Liaisons

- Identify and evaluate potential mobility impacts (e.g. reductions in vehicle-carrying capacity) related to planned bicycle and pedestrian facilities.
- Provide input to each region and the MST regarding impacts to bicycles and pedestrians in traffic control plans, traffic management plans, reductions in capacity, and design exceptions.
- Provide subject-matter expertise in support of the *Oregon Bicycle and Pedestrian Plan* as appropriate during mobility discussions.

F5.3 District Roles

a) District Managers (or their designees)

Implement mobility activities for the district and monitor maintenance activities to meet mobility requirements. Ensure maintenance projects conform to mobility guidance and policies.

- May require restrictions (e.g., emergency declarations) as necessary to protect the safety and convenience of the traveling public, to protect any highway or section from damage, to avoid conflict with highway repair projects, or to cope with other local traffic conditions.
- Notify the region mobility liaison and the CCD Over-Dimension Permits Unit when work zones restrict width, length, height, or weight of truck.
- Notify the region mobility liaison and the CCD Over-Dimension Permits Unit of planned detours.
- Notify the region mobility liaison and the CCD Over-Dimension Permits Unit when restrictions are changed or lifted.

- Communicate the status of any temporary size and weight restrictions and/or closures caused by an emergency event to the CCD Over-Dimension Permits Unit, so they can provide notification to the freight industry and traveling public.
- Enter temporary size and weight restrictions into the Oregon Routing Information Online (ORION) system prior to any planned work zone restriction when maintenance mobility activities 2 or 3 apply. [Refer to [Chapter 4.2: Restriction Notification Requirements for Maintenance Work](#)]
- Modify and/or retire restrictions within ORION when work is completed, and the restriction is no longer needed.

F5.4 Other Roles

a) Consultants

Consultants will often provide mobility management for projects in ODOT's Statewide Transportation Improvement Program (STIP) that have been outsourced. Consultants will share information that will facilitate the coordination of their mobility management efforts with the MST, region mobility liaisons, other ODOT projects (STIP, maintenance, etc.), and local projects. The transportation project manager and/or resident engineer-consultant projects is responsible to ensure this information sharing occurs. Consultants will also frequently present, discuss and answer questions about project mobility impacts at Mobility Advisory Committee meetings and through email conversations (facilitated by the Mobility Services Team) with committee members.

F5.5 Issue Resolution Process

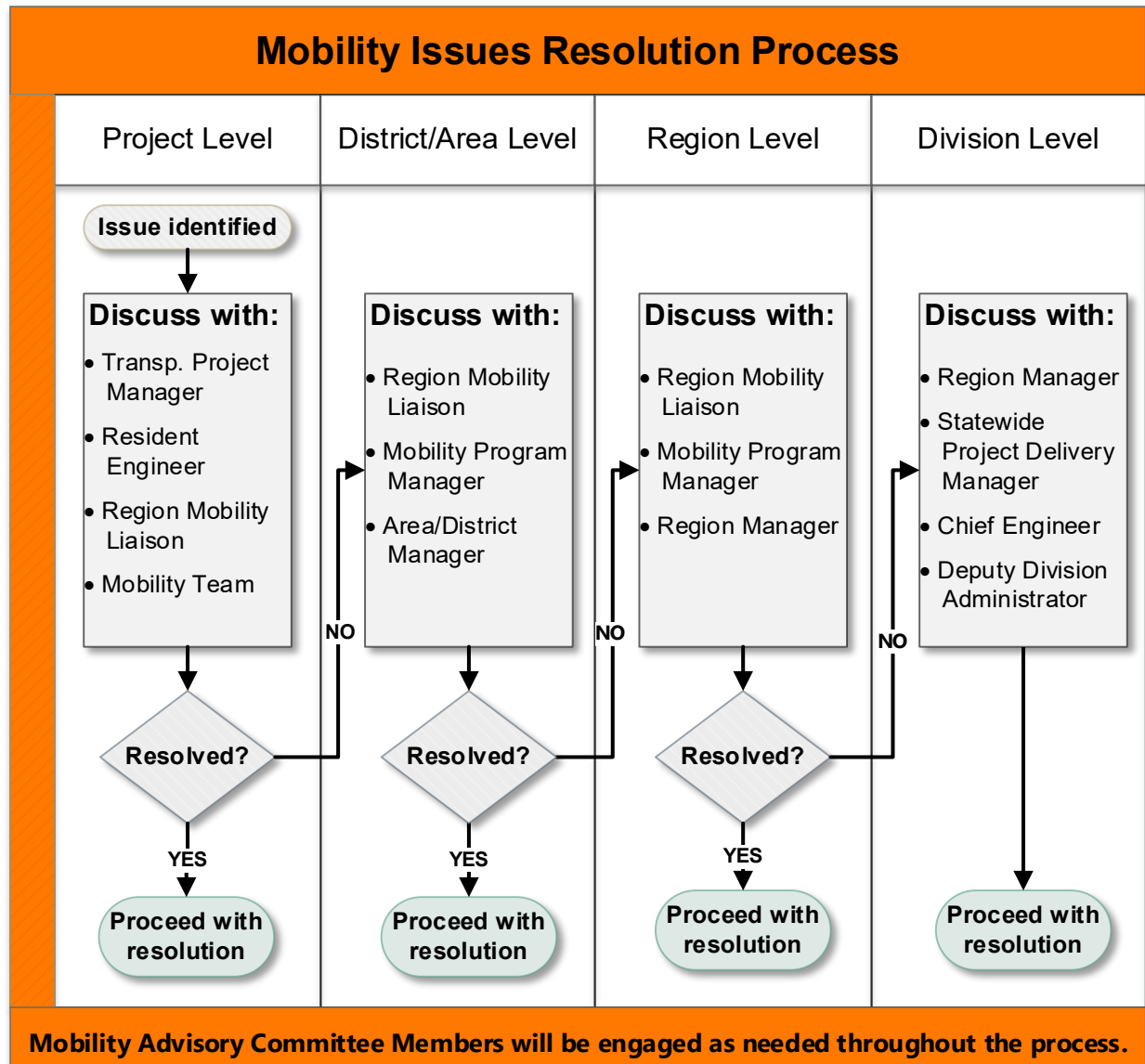
The *Mobility Procedures Manual* (MPM) describes a wide range of mobility impacts, standards, and processes for involvement at the region, statewide, and trucking industry levels. In the majority of cases, these standards and processes will ensure that our project development, construction, and maintenance work meet the mobility goals. However, there will be some situations where agreement must be reached regarding exceptions to the MPM standards. These exceptions could include delays, vertical and horizontal clearances, detours, staging, Critical Route Pair conflicts, and design.

Request a meeting with the Mobility Services Team when MPM requirements cannot be met. The MST will further facilitate meetings between ODOT and mobility stakeholders to resolve issues using the process shown on the following page. This process is consistent with the process established in the Mobility Advisory Committee Charter.³

³ Oregon Department of Transportation, *Mobility Advisory Committee Charter*, Appendix D: MAC Meeting Guidelines, January 24, 2022, <https://www.oregon.gov/odot/Get-Involved/MAC/MACCharterAppendixD.pdf>

Note: Issues related to ORS 366.215 Stakeholder Forum reviews of permanent reductions in vehicle-carrying capacity will follow the resolution process specified in [OAR Chapter 731, Division 12](#). [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]

Figure 2: Issues Resolution Process



F6 Revisions to the Manual

The ODOT Statewide Mobility Program publishes and updates this manual, and welcomes any comments and suggestions for revisions, corrections or additions.

Comments or suggestions may be submitted to the following address:

PDS-MobilityServices@odot.oregon.gov.

Table 1: Summary of Manual Revisions

Revision	Date
Initial version of the manual (Highway Operations Manual)	October 2005
Mobility Procedures Manual initially published.	June 2012
The following chapters were revised: Chapter Two (Communication/ Roles/ Responsibilities), Chapter Three (Freight Permitting Overview), and Chapter Five (Notification Requirements).	April 2013
The following chapters were revised: Chapter Four (Temporary Conditions), Chapter Six (Permanent Conditions) and the appendices.	April 2015
The manual was reorganized and reformatted to align with ODOT's Transportation System Project Lifecycle and to include policies and procedures that have been added or updated since the last version was published.	November 2025

SECTION 1: EARLY PLANNING

1.1 Planning Projects

The Statewide Policy & Planning Section provides long-term direction for the planning and management of the integrated statewide transportation plan.

Regions may share proposed plans during the Program Development Stage with the Mobility Advisory Committee to seek early stakeholder input on design and potential alternatives. These include proposed work zone safety strategies, proposed actions on Reduction Review Routes subject to ORS 366.215, proposed intersection improvements, permanent reductions in vertical and horizontal clearance, alternative design and construction methods, and alternative contracting methods.

Refer to [Section 5: MAC Engagement](#) for information, requirements and resources related to sharing proposed plans with the MAC.

1.2 Work Zone Safety

All stages of the project delivery lifecycle are subject to ODOT's *Work Zone Guiding Principle*.⁴ Under this directive, all projects are required to use the *Work Zone Decision Tree* and *Transportation Management Plan* (TMP) to record the recommendations and decisions intended to improve work zone safety. [Refer to [2.3 Required Documents for Temporary Impacts](#)]

The *Work Zone Guiding Principle* applies to all projects on ODOT facilities, including local agency projects that are on the state highway system. The Guiding Principle requires a full range of options be considered; while recognizing that some options for increasing work zone separation could impact mobility, schedules, budgets and other project factors.

The *Work Zone Guiding Principle* and *Work Zone Decision Tree* is used at the following project phases:

- **Scoping Documentation** (scoping leader/project sponsor) – The initial identification and cost planning for a project significantly shapes the range of available traffic management strategies. An initial *Work Zone Decision Tree* is required at the scoping stage to promote the full evaluation of traffic management strategies.
- **Design Acceptance** (transportation project manager/area manager) – Consideration of the *Work Zone Guiding Principle* is part of refining the project scope/estimate/schedule and finalizing impacts into a specific construction strategy.

⁴ Oregon Department of Transportation, *Highway Directive TRA 10-16, Guiding Principle for Work Zone Safety*, 11/08/16: https://www.oregon.gov/ODOT/Engineering/Doc_TechnicalGuidance/TRA10-16d.pdf

- **Mobility Coordination** (transportation project manager/region mobility liaison/resident engineer/area manager) – The policies defined in this manual and *Operational Notice PD-16* require coordination with the Mobility Services Team and the Mobility Advisory Committee (as per the committee charter). This includes reviewing temporary mobility impacts such as traffic delays and size and weight restrictions throughout project development and for any proposed changes to the TCP during construction.
- **Final Plans Specifications and Estimates (PS&E)** (transportation project manager/TCP designer) – The TMP is to be included as an eBids document that informs the bidders of the options evaluated, identified impacts, recommendations and decisions made regarding work zone strategies and maintenance of traffic.
- **Construction:** Award through project completion (resident engineer) - Use the TMP and *Work Zone Decision Tree* to document coordination with stakeholders as they evaluate changes to TCPs.
- **Process Review and Lessons Learned** (TCP group) – the Federal Highway Administration requires a biannual process review for work zone traffic control.

Work zones that are set up properly are essential to worker and driver safety. Make sure you are familiar with state and federal requirements for setting up your work zone before construction begins.

- **Work Zone Traffic Control Guidance:** Visit the [Work Zone Traffic Control web page](#) for the most up-to-date manuals, advisories and handbooks.
- **Device Quality Standards:** Use the American Traffic Safety Services Association's [Quality Guidelines for Temporary Traffic Control Devices and Features](#) handbook to assess the quality of devices.
- **Traffic Analysis:** Refer to the ODOT *Web-Based Work Zone Traffic Analysis Tool* (available on the [Work Zone Traffic Control web page](#)) to optimize lane closures and minimize delays.
- **Worker Safety:** Check the Oregon Occupational Safety and Health (Oregon OSHA) [Traffic Control website](#) for the latest safety guidelines.
- **Highway Restriction Notice (form 734-2357):** Required to be submitted by contractors for all highway construction work zones that will close all or a portion of a state highway, an interchange ramp; or, restrict the width, length, height or weight of freight. [Refer to [Chapter 3.2: Restriction Notification Requirements](#)]

1.3 Oregon Revised Statute 366.215

1.3.1 Overview

[Oregon Revised Statute 366.215](#) identifies the Oregon Transportation Commission's authority to build and modify state highways. The statute states that the Commission may not permanently reduce the "vehicle-carrying capacity" of an identified freight route (aka Reduction Review Route) unless safety or access considerations require the reduction, or a local government requests an exemption and the Commission determines it is in the best interest of the state and freight movement is not unreasonably impeded. Examples of permanent features that could reduce the vehicle-carrying capacity of a highway include, but are not limited to, traffic signals, signposts, stationary bollards, curbs, trees, raised or depressed medians, roundabouts, streetlights, and overhead wiring. Street markings such as bike lane striping or on street parking are not considered a reduction of vehicle-carrying capacity.

[Oregon Administrative Rule \(OAR\) Chapter 731, Division 12](#) defines the terms related to the statute, identifies a review process, and facilitates communication and development of consensus during the review process. Although not in rule, the term "hole-in-the-air" describes the area needed to accommodate legal and permitted over-dimension loads. The hole-in-the-air refers to the entire roadway, not just the load on the road at any moment.

1.3.2 Guidance Document & Review Process

An [ORS 366.215 Implementation Guidance](#) manual is available for meeting the requirements of the statute and rule, which applies to all projects in planning, project development, development review and maintenance. The document includes a flow chart that summarizes the review process. Not all the process information pertaining to the administrative rule is in the flow chart, so refer to the guidance document or the rule for additional information.

All projects proposing permanent reductions in vehicle-carrying capacity on Reduction Review Routes are required to go through a Stakeholder Forum review process, which takes place during Mobility Advisory Committee (MAC) meetings. (Reduction Review Routes can be [viewed as a layer](#) on ODOT's TransGIS site.) The [MAC Charter](#) provides project review criteria in Appendix C which determine how these reductions are shared:

- **Low impact reductions** are shared via an ORS 366.215 Consent Calendar [form](#) that contains required information about the project and proposed reduction. Projects on the Consent Calendar are then taken up at the beginning of the Stakeholder Forum portion of the MAC meeting.
- **Moderate/High impact reductions** are shared via a formal presentation using a required [presentation template](#).

Note: If there are any design changes in the project that result in additional or greater reductions in vehicle-carrying capacity, the project must go through the Stakeholder Forum review process again to seek support for the updated proposed actions.

Refer to the following documents for further guidance on this process:

- [ORS 366.215 Implementation Guidance](#): Describes the Stakeholder Forum review process in detail.
- [MAC Charter Appendix C](#) (Project Review Criteria): These criteria describe how projects are shared with the committee, including projects with proposed permanent reductions in vehicle-carrying capacity subject to ORS 366.215.
- [MAC Charter Appendix D](#) (Meeting Guidelines): These guidelines describe protocols for preparing for and participating in MAC meetings.
- [Section 5: MAC Engagement](#): Section 5 of this manual describes requirements and resources for engaging with the Mobility Advisory Committee and the Stakeholder Forum for proposed permanent reductions in vehicle-carrying capacity.

1.4 Permanent Clearance & Restrictions

1.4.1 Permanent Vertical Clearance

a) Policy Considerations

Maintaining an appropriate vertical clearance (VC) is instrumental to successfully transporting freight within the State of Oregon. The movement of mobile homes, construction materials, construction equipment, and many other types of freight critical to Oregon's economy are restricted due to insufficient VC on many routes. The commitment by ODOT to maintain and improve VC on the system will provide significant benefits to Oregon's economy.

VC shall be measured from the top of the pavement to the bottom of the structure and includes the entire roadway width (including the usable shoulder width).

The following design manuals and other resources provide guidance and requirements for permanent vertical clearance (refer to ODOT's [Directory of manuals](#) for current manual links):

- *ODOT Highway Design Manual*
- *ODOT Traffic Structures Design Manual*
- *ODOT Sign Design Manual*
- *ODOT Traffic Signal Design Manual*
- *ODOT Technical Services Bulletin [RD17-02\(B\)](#)*: overhead structures and update to vertical clearance standards and guidance
- *ODOT Directive [TRA 07-15](#): Vertical Clearance*

An [Oregon Vertical Clearance Standards map](#) is also available showing designated high routes, NHS routes and other routes.

b) Standards for New Structures

To ensure adequate VC on the state highway system for over-height loads, minimum VC standards apply to all new construction. ODOT and freight industry stakeholders established high routes indicating the most important routes for moving high loads. Consultation with the Mobility Services Team is required for any new structure proposed over the state highway system where none existed before (such as new overcrossings, pedestrian overpasses and sign/signal/luminaire structures).

If a proposed structure is located on a [Reduction Review Route](#) subject to ORS 366.215, the project will need to go through a Stakeholder Forum Review process, even if the proposed vertical clearance meets or exceeds the minimum standard. There may be times when the implementation of the ORS 366.215 Reduction Review Process results in a greater vertical clearance than the established standard. [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]

Table 2: Minimum Bridge Vertical Clearance Standards⁵

-	*Interstates & High Routes	*NHS Non-High Routes	*Non-NHS and Non- High Routes
Minimum Clearance	17'-4"	17'-0"	16'-0"

*These routes can be viewed on the [Oregon Vertical Clearance Standards map](#).

Table 3: Vertical Clearance Standard for New Overhead Structures (truss sign bridge, VMS sign bridge, monotube cantilever, signal mast arm, and signal strain poles)⁶

Standard vs Non-Standard	Vertical Clearance
Standard	18' -0" to *19'-0"
Non-Standard (requires Design Exception for approval)	Greater than 19'-0"

***Note:** 19'-0" is considered a maximum height for these structures as visibility and effectiveness decreases when they are raised higher than this standard. This is why placing them higher than the standard requires a design exception.

⁵ Oregon Department of Transportation, *Highway Design Manual*, January 2025, Section 317 (Vertical Clearance): https://www.oregon.gov/odot/Engineering/Documents_RoadwayEng/HDM-0300.pdf

⁶ Oregon Department of Transportation, *Traffic Structures Design Manual*, July 2021, Section 2.16 (Overhead Structures Vertical Clearance Standards and Guidance): https://www.oregon.gov/ODOT/Engineering/Documents_TrafficStandards/Traffic-Structures-Design-Manual.pdf

c) Existing Structures

Existing structures (on any route) shall not be reduced below minimum VC standards and shall not be further reduced if the existing VC is substandard. Any proposed decrease in VC that is below minimum standards requires consultation with the Mobility Services Team. The Mobility Services Team will work with the region mobility liaison and project team leader/manager to evaluate user impacts and design options and seek input from the Mobility Advisory Committee.

d) Improving Vertical Clearance

Any project involving a structure identified as having substandard VC must be evaluated during scoping for opportunities to increase the vertical clearance. Options include replacing the structure, raising the structure or reconstructing the roadway under the structure to lower the grade. Structures that are no longer in use, such as abandoned railroad structures, should be removed whenever possible.

In rare cases, the cost of increasing vertical clearance will be very high with little or no benefit to freight using the route. This may occur when there are several unrestricted routes near the route in question. In these cases, the ODOT Commerce and Compliance Division's Over-Dimension Permits Unit (working through the Mobility Services Team) contacts the Mobility Advisory Committee and performs an informal cost-benefit assessment to determine if the load routing will be impaired if the substandard vertical clearance is not addressed. [Refer to [Appendix AP5: Design Exception Cost-Benefit Assessment](#)]

The project can be reviewed for a design exception if the CCD Over-Dimension Permits Unit and the Mobility Services Team determines that the load routing will not be impaired and the Mobility Advisory Committee are engaged as necessary.

e) Pavement Replacement/Overlays

Whenever pavement replacement or overlay activities are planned under an existing structure, efforts should be made to preserve the existing vertical clearance under the structure. For overlay activities, this may include grinding out the existing pavement and replacing it to the previous thickness so as not to decrease the vertical clearance.

1.4.2 Permanent Horizontal Clearance

Existing capacity for freight mobility should appropriately be considered as comparable as a strategic asset which should be conserved whenever possible. Horizontal clearance is such a resource that once lost, will likely never be regained.

A permanent decrease in horizontal clearance will adversely affect the movement of freight which is properly considered the lifeblood of the economic engine of Oregon. It is also true that an increase in horizontal clearance at a point of constriction may open up an entire freight route to the passage of freight movement, therefore it is never wise to build to match an existing

constriction; rather build with the hope that other existing pinch points will be removed in the future.

Types of freight movement dependent upon sufficient horizontal clearance consist of manufactured housing, windmill components, farm implements, construction materials/equipment, machinery, and military equipment among others.

Any permanent decrease of existing horizontal clearance on a Reduction Review Route will likely be considered a reduction in vehicle-carrying capacity. [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]

1.4.3 Permanent Length Restrictions

Length restricted routes in Oregon are identified on route maps available on the CCD Over-Dimension Operations [website](#). Highway length restrictions are commonly caused by roadway curvature. Any project directly involving the location of a length restriction should evaluate removing the restriction, whenever possible.

1.4.4 Permanent Weight Restrictions

The movement of heavy loads such as bridge girders, construction equipment, and other special types of freight are greatly restricted due to the problems ODOT has with deterioration of infrastructure. Weight restrictions on many key freight corridors have limited movement and place more stress on the routes that are open.

Whenever load rating factors show insufficient load capacity for unrestricted use by permitted over-dimension vehicles, [ODOT's Size and Weight Restrictions Policy PMT-06-01](#) will be followed.

The *Guide for Condition Evaluation and Load and Resistance Factor Rating* (LRFR), published by the American Association of State Highway and Transportation Officials (AASHTO), is used to determine potential load rating factors. See ODOT's Bridge Engineering Section [website](#) for information on load ratings.

1.5 Roundabouts

ODOT's "Roundabouts on the State Highway System" Directive ([Highway Directive DES 02](#)) establishes the expectation and processes concerning freight mobility to be followed whenever a roundabout is proposed to be installed on the state highway system.

The Directive states:

"When considering a roundabout on the state highway system, follow ODOT procedures that consider the needs and concerns of all stakeholders, including assuring that the roundabout can accommodate the freight movement on the highway. Determining if the roundabout can accommodate freight movement requires

*conversations with the trucking industry, through the ODOT Mobility Program.⁷
Regardless of when roundabouts are being considered; during planning, during
project development, or during development review, conversation with the trucking
industry is required.”*

In addition to DES 02, another resource available for informing roundabout design is the [Truck Access into Roundabouts](#) study, conducted by Oregon State University on behalf of ODOT and the Oregon Trucking Association. This study evaluated the operational efficiency and ability for heavy trucks to enter and traverse congested roundabouts.

Proposed roundabouts located on [Reduction Review Routes](#) are also subject to a Stakeholder Forum review under Oregon Revised Statute 366.215. The Stakeholder Forum review process is defined in rule ([OAR Chapter 731, Division 12](#)), and is required when a Proposed Action on a Reduction Review Route will result in a reduction in vehicle-carrying capacity of a highway section. [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]

Intersection improvement projects that potentially include a roundabout should be shared early with the Mobility Advisory Committee; *before* a decision has been reached as to which traffic control feature will be implemented. This provides an opportunity for the committee members to provide early feedback to the Region on the different alternative concepts being considered before a final design has been reached. Once a decision is made to install a roundabout, the proposed roundabout design must be shared with the MAC to meet the requirements of [Highway Directive DES 02](#) (and ORS 366.215 if located on a Reduction Review Route).

Additional engagement guidance for roundabouts is available in the following manual: [Mobility Engagement Guidance for Intersection Improvements and Roundabouts](#).

1.6 Design & Contract Considerations

1.6.1 Alternative Design Considerations

During the development of projects, special consideration to alternative design practices should be made to eliminate or minimize impacts on traffic. Whenever practical, design options should be used which will minimize delays and the overall duration of the project. Alternative construction materials, construction methods, and contracting methods should be used to reduce construction time and minimize impacts whenever possible.

⁷ The original text in the Oregon Department of Transportation Highway Directive DES 02, *Roundabouts on the State Highway System*, refers to the ODOT Motor Carrier Transportation Division, but has been replaced in this quote with the ODOT Mobility Program (which is current practice). DES 02 has not yet been updated to reflect the agency’s current organizational structure.

Contacts with industry stakeholders, other states, and national construction organizations should be established to keep up with new technology and new methods that can be utilized for construction projects.

There are very few truly unique problems in transportation. Most issues that arise during the development of a project have surfaced before in other locations. If a problem arises which ODOT has not faced before, the project team should identify others who have faced a similar problem, evaluate how they addressed the problem, and review the lessons learned. This will increase options to help make better decisions and may offer protection from repeating the mistakes of others.

a) Design Materials

When selecting design materials, it is important to evaluate the impacts these will have on construction time. Whenever possible, prefabricated materials or other construction materials that reduce construction time should be considered. If the use of refabricated materials can shorten the duration or completely eliminate a freight restriction, this should be considered.

Designs which use materials which will impose restrictions on freight traffic should be carefully evaluated for acceptable alternatives. If traffic will not be able to travel over a structure while half of the bridge deck is curing, then consideration should be given to selecting different materials which can avoid this restriction.

b) Construction Methods

When selecting design methods, it is important to evaluate what others have done and how these methodologies impacted traffic mobility. Whenever possible, methods which reduce construction time and delays should be used. Methods which allow significant portions of the work to be completed without affecting traffic should be used. If a method can eliminate or ease a freight restriction, this should be considered.

1.6.2 Special Contract Provisions

ODOT special contract provisions allow for requirements that 1) incentivize contractors to find innovative ways to accelerate construction, minimize construction impacts to users, encourage innovation in work sequencing and maintaining specified contract times or limits; or 2) disincentivize contractors from completing specified contract work after specified contract times or limits.

Examples of effective optional contract provisions includes:⁸

- **“Incentive/Disincentive (I/D)”** – ODOT uses incentive/disincentive (I/D) contract special provisions to maintain construction completion dates, encourage innovation in

⁸ Oregon Department of Transportation, *Traffic Control Plans Design Manual*, January, 2024, Chapter 3.5.2: Contracting Provisions and Alternative Methods:

https://www.oregon.gov/ODOT/Engineering/Docs_TrafficEng/TCP-Design-Manual.pdf

work sequencing, and accelerate project delivery. ODOT pays the contractor a contract specified incentive amount for completing specified contract work earlier than the time specified in the contract. Contractor pays ODOT, not as a penalty a contract specified disincentive amount, in-addition to liquidated damages for completing specified contract work later than the time specified in the contract. Refer to Operational Notice PD-17 for guidance and clarification on the use of I/D contract provisions.⁹

- **“Lane Closures Liquidated Damages”** – ODOT uses lane closures liquidated damages contract special provisions to encourage contractors to finish specified contract work within the contractual time limits by requiring the contractor to pay ODOT, not as a penalty, but as liquidated damages for any lane closure that goes beyond the contractual limits. Refer to the [ODOT Standard Specifications for Construction Boilerplate Special Provisions](#).

For information on whether your project is a good fit for use of optional contract provisions contact the [Project Controls Office \(PCO\) Specifications Unit](#).

1.6.3 Alternative Contracting Methods

Alternative contracting methods provide additional options for unique, complex, or schedule critical projects, and can be an effective means to reduce construction duration and user impacts. When considering alternative contracting for a project, the selection of the right method can be critical to the success of the project.

Examples of Alternative Contracting methods include:

- **Price + Methods or A+B; A+C+D** - These types of contracting methods are similar to Design-Bid-Build, but they have a few extra steps in the bidding phase to select the contractor.
 - **“A+B” Contracting Method** – Where, “A” = Price; “B” = contractor’s proposed number of calendar days to construct the project.
 - **“A+C+D” Contracting Method** – Where, “A” = Price; “C” = Value of Contractor’s pre-qualifications, and “D” = Value of contractor’s approach.

Alternative contracting methods that get the contractor involved in the design phase:

- **“Construction Manager/General Contractor” Contracting Method** – In the CM/GC method, ODOT uses a multi-discipline team. The team finds and develops solutions to help deliver the project. More information about this method can be found on ODOT’s [CM/GC web page](#).

⁹ Oregon Department of Transportation, *Highway Division Project Delivery Leadership Team Operational Notice PD-17 – Incentive/Disincentive Contracting Provisions*:
https://www.oregon.gov/odot/Engineering/Doc_TechnicalGuidance/pd17.pdf

- **“Design-Build” Contracting Method** – A delivery method in which ODOT contracts with a single entity who handles both design and construction. More information about this method can be found on ODOT’s [Design-Build web page](#).

For information on whether your project work type is a preferred or viable option for an Alternative Contracting Method contact Alternative Delivery Services (ADS) at email: alternativecontracting@odot.oregon.gov. Additional information is available on the [ADS website](#).

1.7 Jurisdictional Transfers

As a matter of Department policy, in order to maintain viable freight routes, ODOT has determined that jurisdictional transfers of sections of state highways that have historically accommodated permitted over-dimensional freight movement must contain provisions in the transfer agreement which require the local jurisdiction to continue to allow movement of the same permitted loads, with existing pilot vehicle requirements, that have previously used the route when under state control.

If an exception to this requirement is desired on any particular transferred segment, consultation with the mobility program manager about alternate routing availability and with the freight industry to ascertain if they concur with the exemption request should occur before the exception is granted. If the Department and the freight industry end up in substantial disagreement, the Director of ODOT will make the decision. The intent here is that the movement of freight will not be unreasonably restricted beyond the limits set by the state prior to the jurisdictional transfer. In addition, transfers of sections of highway that have previously been designated as part of the National Network Highway System must retain the Reasonable Access to terminals as defined in Federal regulation Title 23 Part 658.19, without restriction.¹⁰

¹⁰ Office of the Federal Register, Code of Federal Regulations, [CFR 23 Part 658.19, Reasonable Access](#)

SECTION 2: TEMPORARY IMPACTS PROJECT REVIEWS

2.1 Temporary Impacts Review Process

Projects that have an impact on work zone safety and mobility (as a result of temporary size and weight restrictions, closures, delays and detours) need to be reviewed by the Mobility Services Team.

Project teams send required project documents (Mobility Considerations Checklist, *Transportation Management Plan*, and *Work Zone Decision Tree*) to the Mobility Team to review during the Project Development Stage. [Refer to [Chapter 2.3: Required Documents for Temporary Impacts](#)]

Projects are prioritized for review based on the order received, unless an exception has been approved. [Refer to [Appendix AP7: Expedited Mobility Reviews](#)] The Mobility Services Team cannot begin its review until it receives a completed and accurate *Mobility Considerations Checklist*, *Transportation Management Plan* and *Work Zone Decision Tree*.

These completed documents should be submitted to the Mobility Services Team at least 120 days prior to the region's requested target date for receiving a signed Checklist (but no later than the end of the Advanced Plans phase). The Mobility Services Team requires at least 60-days to complete its review; and the remaining 60 days are available as a buffer for the region in the event there are any changes to traffic control plans that affect the mobility impacts previously supported (see Figure 4 below).

Figure 3: Temporary Mobility Work Zone Impact Review Timeline

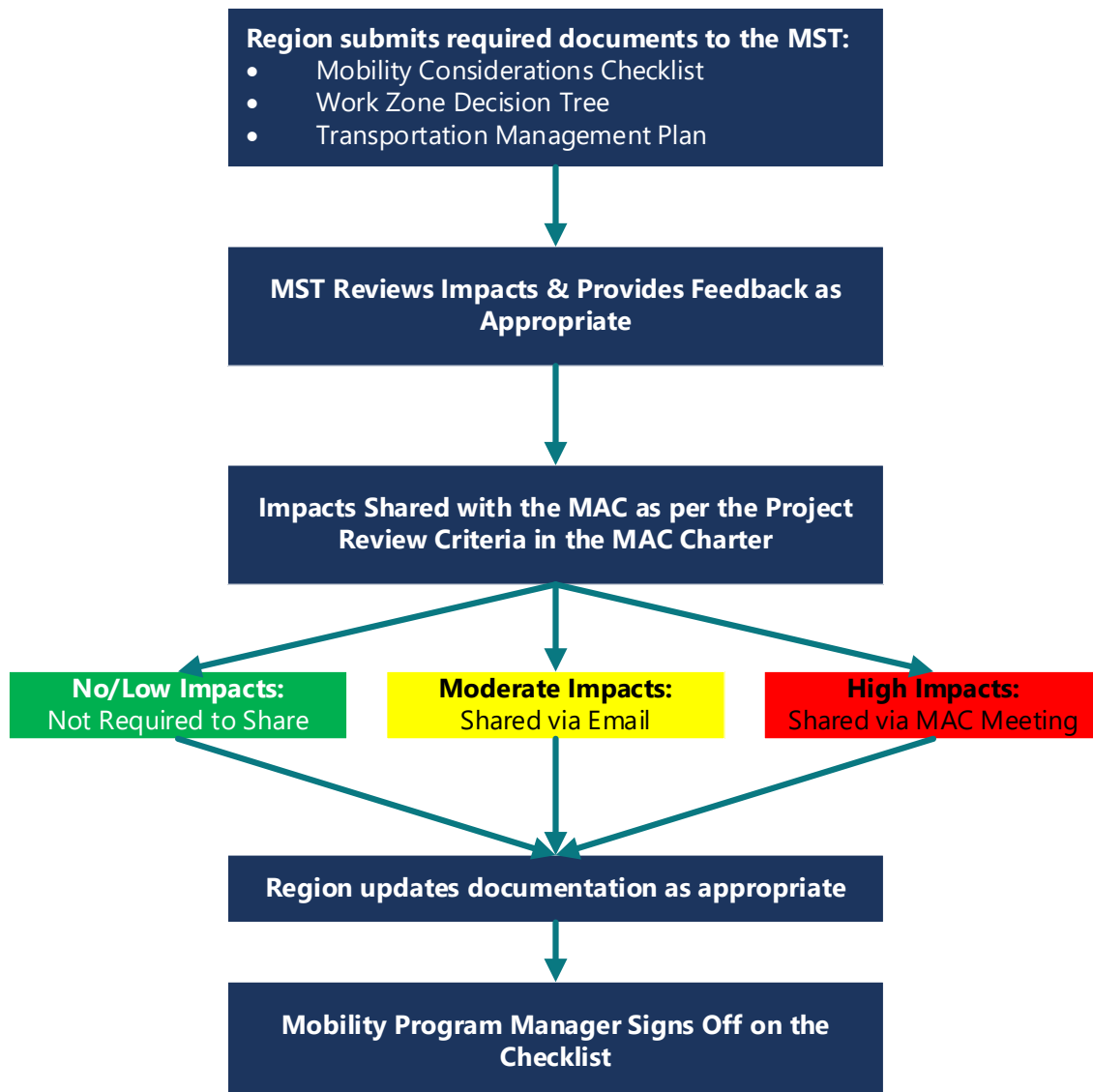


The Mobility Advisory Committee Charter established project review criteria to determine which projects should be shared with the committee, and how the project will be shared (via

email or in-person presentation). Refer to [Section 5: MAC Engagement](#) for information and resources related to sharing your project with the committee (via presentation or email). The project review criteria are available in [Appendix C of the MAC Charter](#).

The flow chart below summarizes the steps involved in reviewing projects with temporary mobility work zone impacts.

Figure 4: Temporary Impacts Project Review Flow Chart



2.2 Critical Route Pairs

2.2.1 Policy

ODOT is committed to keeping freight moving safely and efficiently throughout Oregon in support of the State's economy. If a route needs to be restricted, ODOT will collaborate closely with the freight industry to minimize the impact of construction projects for mobility on state highways.

An important concept that affects mobility practices is critical route pairs (CRP). If the route that is identified on the list of critical route pairs (see Table 4 below) needs to be temporarily restricted, ODOT will take steps to make sure that the paired critical route on the list is not restricted. For instance, on the Portland to Coast Route, if US 30 needs to be restricted, ODOT will not plan any restrictions on Hwy 26 during that same period.

It is essential to communicate within a region, between regions, and statewide in development, construction, and maintenance to ensure an identified alternate critical route pair will not be concurrently restricted.¹¹ A local detour is acceptable if it provides the shortest practical distance and will accommodate vehicles of the same weight and dimensions that are normally allowed on the route under construction.¹²

Exceptions:

If planned restrictions conflict with other projects on the CRP, follow the steps in Chapter 2.2.3.

¹¹ A Critical Route Pair is considered restricted if the work zone includes any of the temporary conditions which require notification to the trucking industry, and unannounced oversize loads arriving at the work zone cannot be accommodated (on non-Interstates only) with minimal delay (20 minutes or less). [Refer to [Chapter 3.2.1: When Notification is Required](#)]

¹² Consult with the Mobility Services Team to determine if a proposed local detour route should be shared with the Mobility Advisory Committee to provide for stakeholder input. [Refer to [Chapter 2.6.2: Detours](#)]

Table 4: Critical Route Pairs

Highway	Paired With	Area
I-5	OR 212, US 26, US 97	Washington – California
I-84	OR 212, US 26, US 97, US 20 (Sometimes includes OR 78 and US 95)	Portland – Ontario
US 30	US 26	Portland – Coast
OR 22 & OR 18	US 20	Willamette Valley – Coast
OR 126	OR 38	Willamette Valley – Coast
OR 38	OR 42	I-5 – Coast
OR 126	OR 58	I-5 – Central Oregon

2.2.2 Coordination

Project teams should use the following resources to coordinate restrictions planned on CRPs:

- **Enroll in Training:** Region staff involved in project scheduling and construction management (including region mobility liaisons, area managers, transportation project managers and resident engineers) are encouraged enroll in training provided by the Mobility Program ([Understanding Oregon's Critical Route Pairs](#)).
- **Engage with the region mobility liaison:** The region mobility liaison (RML) is the single point-of-contact between the region's project team and the Mobility Services Team. It is the RML's responsibility to engage with the project team on any known mobility restrictions that will potentially restrict a CRP. [Refer to [Chapter F5.2 Region Roles](#)]
- **Utilize the Critical Route Pair GIS Map:** The [Critical Route Pairs GIS Map](#) is intended as a tool for region mobility liaisons to view projects with restrictions on Critical Route Pairs and identify potential conflicts in advance so that they can be avoided or mitigated. (Refer to the [CRP Map Instructions](#) for using the map features.) Projects that are planning to restrict a CRP must work with the appropriate region mobility liaison to ensure the restriction information is entered into the map so that other projects can avoid potential conflicts.

2.2.3 Exceptions

There may be times when the region has considered all options to avoid concurrent restrictions but has determined a conflict is unavoidable. It is ultimately up to the region to make the final decision on the CRP conflict after considering advice from the Mobility Advisory Committee.

If there is a conflict with another project on the same CRP, the region must take the following steps to resolve the conflict before making an exception to keeping the paired routes open:

1. **Attempt to mitigate at the project level:** The region mobility liaison should first attempt to work within the project team resolve a conflict including mitigating the restriction (e.g. providing sufficient width to remove the restriction or accommodating all unannounced over-dimension loads, adjusting the work schedule to avoid conflicting restrictions with other projects on the paired route or rescheduling the project).
2. **Attempt to mitigate between projects/regions:** If the conflict cannot be resolved within the project team, the region mobility liaison should engage with the other conflicting project team(s) (including the other appropriate region mobility liaison, if the other project is in a different region) to see if work schedules and/or restrictions can be adjusted to avoid concurrent restrictions.
3. **Attempt to resolve conflicts with the MAC:** Per the project review criteria in [Appendix C](#) of the *Mobility Advisory Committee Charter*, CRP conflicts are considered to be a “high impact” that must be shared in a MAC meeting. If a conflict cannot be resolved at the project level or between projects, a region must bring the project to a MAC meeting to provide for stakeholder input if:
 - All mitigation options to avoid the conflict and minimize impacts have been considered.
 - The decision to bring the conflict to the MAC is supported by the appropriate region management.

A potential solution to explore at a MAC meeting with freight industry stakeholders is to accommodate oversize loads that provide advance notice of 24 hours or less prior to arriving at the work zone. If more time is needed for advance notification, the region should be prepared to explain why more time is necessary.

If the MAC does not support the planned restriction, the region may request the MST schedule a work session to further discuss alternative solutions.

4. **Update project documentation and CRP GIS Map:** After considering input from the committee, the project team must update its *Mobility Considerations Checklist* as appropriate and send it to the Mobility Services Team for sign-off. The region mobility liaison must also update the information posted on the [CRP GIS Map](#) so that it reflects any changes to the restrictions that were signed off in the Checklist.

2.3 Required Documents for Temporary Impacts

The documents described in this chapter are used to identify temporary mobility and work zone safety issues, assess impacts, and provide for Mobility Advisory Committee input (per the project review criteria in [Appendix C](#) of the *Mobility Advisory Committee Charter*) prior to the Plans, Specifications & Estimates (PS&E) phase. Once finalized, these documents are submitted to eBids for prospective bidders to understand the agency’s safety and mobility expectations for the project.

2.3.1 Mobility Considerations Checklist

The *Mobility Considerations Checklist* (form [735-9983](#)) is used to assess and identify potential impacts to work zone safety and mobility during the project development phase. Prior to PS&E, the mobility program manager must sign off on all Checklists for projects that impact mobility. Sign-off is not required for a “no mobility impact” project before submitting it with the PS&E package.

A [Mobility Considerations Checklist Guide](#) is available to help project teams provide the information required for completing the form. A *Mobility Considerations Checklist Essentials* training is also available (sign up in [Work Day Learning](#)).

Additional requirements for the Checklist include:

- A completed *Transportation Management Plan* and *Work Zone Decision Tree* must be submitted with the Checklist. The TMP should contain all information needed to sign the *Mobility Considerations Checklist* (including the *Traffic Control Plan*).
- Any potential ORS 366.215 impacts must have been reviewed through the Stakeholder Forum process before a Checklist can be signed-off. [Refer to [Chapter 1.3 Oregon Revised Statute 366.215](#)]
- Off-system projects that create a mobility impact on the state system must also comply with Department mobility policies and submit a completed Checklist.

2.3.2 Transportation Management Plan (TMP)

A [Transportation Management Plan](#) (TMP) is a documented set of coordinated transportation management strategies used to manage the temporary work zone impacts of construction projects. The TMP is to be started early in the project development process but is considered a living document that will continually grow and change throughout project development. For more information, a [Project Level TMP Guidance Manual](#) is available.

The purpose of the TMP is to minimize disruptions to public traffic, including motorists, bicyclists, pedestrians, the freight industry and communities without compromising public or worker safety, or the quality of work being performed. As part of the commitment to safety and project integrity, ODOT makes the TMP a required portion of all ODOT highway construction contracts within state highway right of way.

Information needed for the Freight Mobility Section of the TMP includes:

- Critical Route Pair information.
- Detour route information.
- Can oversize loads be accommodated through the work zone (on non-Interstates only) by moving barriers and equipment out of the way and waving loads through with a short delay?
- Is advanced notice required for oversized loads (on non-Interstates only)?

- Are crossovers used? If so, will traffic travel under structures?
- When lane closures are used, describe how much width is available for traffic between barriers.
- Is the work zone on a tangent or curve?
- Describe any ramp closures. Which on and off ramps are closed? How long will the closure last?
- Specify the hours of operation for the project. Is the work done at nighttime, daytime or both? Is weekend work allowed? Are there windows of opportunity for loads to get through?

2.3.3 Traffic Control Plan (TCP)

A *Traffic Control Plan* (TCP) is incorporated into the TMP and is required for any temporary activity that will disrupt the normal flow of traffic on a roadway. The primary function of the plan is to allow safe and effective movement of public traffic - including vehicles, bicycles and pedestrians – through or around the work zone, while providing an equally safe and efficient workspace for highway workers.

The TCP follows ODOT guidance for the layout and placement of the temporary traffic control devices, signs, and related safety appurtenances and equipment for the highway construction project.¹³ Supporting documentation will (1) consist of all relevant correspondence, meeting minutes, calculations, models, and agreements used to support and show how the TCP was developed; and (2) show how it achieves the goal of providing the best solution for safety and mobility within the project and surrounding environment.

2.3.4 Work Zone Decision Tree (WZDT)

The *Work Zone Decision Tree* (form [734-5042](#)) is used to consider work zone separation opportunities, planning and design concepts, and work zone traffic control device options. ODOT's *Guiding Principle for Work Zone Safety* requires the Decision Tree for all projects on ODOT facilities, including local agency projects on the state highway system.¹⁴

The WZDT is considered a living document throughout the life of the project that includes all of the options evaluated during scoping, during design and during construction, including:

- Construction staging.
- Traffic control.
- Separation strategies.

¹³ Oregon Department of Transportation, *ODOT Traffic Control Plans Design Manual*, January 2024: https://www.oregon.gov/ODOT/Engineering/Docs_TrafficEng/TCP-Design-Manual.pdf

¹⁴ Oregon Department of Transportation, *Highway Directive TRA 10-16, Guiding Principle for Work Zone Safety*, November 8, 2016: https://www.oregon.gov/ODOT/Engineering/Doc_TechnicalGuidance/TRA10-16d.pdf

- Public/stakeholder involvement.
- Communications that occur throughout the entire project lifecycle.

2.4 Temporary Size & Weight Restrictions

2.4.1 Temporary Restrictions Considerations

Several factors must be considered before imposing temporary vertical, horizontal, or weight restrictions on a route. These include but are not limited to the following:

- Are there any available options that would eliminate the restriction?
- Are there any available options that would minimize the restriction?
- Are there any available options that would shorten the duration of the restriction?
- During full closures, how will restricted traffic be detoured?
- Are there any restrictions on the detour route?
- Is this route being used as a detour for other restricted routes?
- How will all restricted vehicle owners be notified of the restriction?
- How will the restrictions affect existing over-dimension permits?
- How will the restrictions affect emergency services?
- Is the highway part of a critical route pair?

If restrictions would limit or delay the passage of emergency services vehicles, then special coordination with these stakeholders must be made. If there is a conflict with other projects, then the work may need to be rescheduled to eliminate the conflict. When feasible, a backup route should be identified in case of a natural disaster or unplanned restriction on the proposed detour route. [Refer to [Chapter 2.6: Diversions, Detours & Staging](#)]

Temporary size and weight restrictions can have severe impacts on freight mobility, and if not planned properly, can affect freight movement on entire routes. These types of restrictions require coordination with the Mobility Services Team that should take place as soon as a restriction is being considered. When planning a temporary size or weight restriction, the region mobility liaison, project team leader/manager, the Mobility Services Team and the Mobility Advisory Committee should be engaged in the decision-making process. [Refer to [Section 5: MAC Engagement](#)]

In some cases, the cost of maintaining temporary clearance during construction will be high when the impacts to freight traffic using the route will be relatively small. This may occur when the duration of the project is short or if there are several unrestricted routes in close proximity to the route in question. In these cases, the region mobility liaison, project team leaders, and the Mobility Services Team will work with industry representatives to evaluate the different alternatives.

During construction, adequate signing and traffic control devices must be deployed to warn traffic and direct affected traffic around the restriction:

- For vertical clearance restrictions, false-work illumination and over-height vehicle warning systems can also be used, if needed.
- For horizontal clearance restrictions, temporary speed zone reductions and linear delineation systems on barrier or guardrail can also be used, if needed.
- For weight restrictions, adequate signing and traffic control devices must be deployed to warn traffic and direct affected traffic around the restriction. Flaggers and/or law enforcement officers may need to be employed to ensure detour compliance in rare circumstances.

2.4.2 Daytime Horizontal Width Standards & Temporary Width Restrictions

a) Minimum Daytime Horizontal Width Standards

The daytime horizontal width standards¹⁵ shown in Table 5 are intended to minimize the impact of restrictions on the movement of oversize freight. Overwidth loads up to 16 feet wide are commonly transported throughout the state. Oregon issues continuous trip (annual) overwidth permits authorizing loads up to 14 feet in width for many two-lane highways throughout Oregon. [Refer to [Appendix AP3: Freight Permitting Overview](#)]

Daytime is defined as one-half hour before sunrise until one-half hour after sunset.¹⁶ When developing traffic control plans, refer to the [ODOT Traffic Control Plans Design Manual](#) for additional information about these and other work zone horizontal clearance requirements.

It is important to note that the standards listed below for single lane horizontal clearance is considered to be a restriction. However, the listed clearance has been established as the minimum width required on the state highway system to allow for the movement of the loads described above.

¹⁵ Refer to the Horizontal Width Standards Bulletin HDM-05 in [AP6: Summary of Freight Industry Commitments](#). See also Oregon Department of Transportation, *Traffic Control Plans Design Manual*, January 2024, Chapter 3.4.17, Horizontal and Vertical Design Policy: https://www.oregon.gov/odot/Engineering/Docs_TrafficEng/TCP-Design-Manual.pdf

¹⁶ Oregon Administrative Rules, [OAR 734-082-0005\(7\)](#), Division Permits Issued for Non-Divisible Loads and Road Use Assessment Fees; and [OAR 734-075-008\(5\)](#), Movement of Over-Dimension Mobile Homes and Modular Building Units

Table 5: Daytime Horizontal Width Standards for Work Zones

Highway Type	Daytime Horizontal Width Standards
Interstate/Multilane Highway	• Maintain 28 feet for two lanes of one-way traffic. • Maintain 19 feet for one lane of one-way traffic.¹⁷
Other Two-Lane Routes on NHS	• Maintain 28 feet for two lanes of one-way traffic (single lane each direction). • Maintain 16 feet of horizontal clearance for one lane of one-way traffic.¹⁸

If these daytime horizontal width standards cannot be maintained, this is considered a “high” impact that is shared with the Mobility Advisory Committee to provide for their input (per the Project Review Criteria in [Appendix C](#) of the MAC Charter).

b) Temporary Width Restrictions

The work zone is width restricted anytime horizontal width¹⁸ 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.

****Note:** When there is less than 28 feet for two lanes of traffic, additional pilot vehicles may be required for oversize loads depending on several factors (e.g. width, location, speed, etc.). Contact the appropriate district office to determine if additional pilot vehicles will be needed, and notify the Mobility Services Team about these requirements during the project review process.*

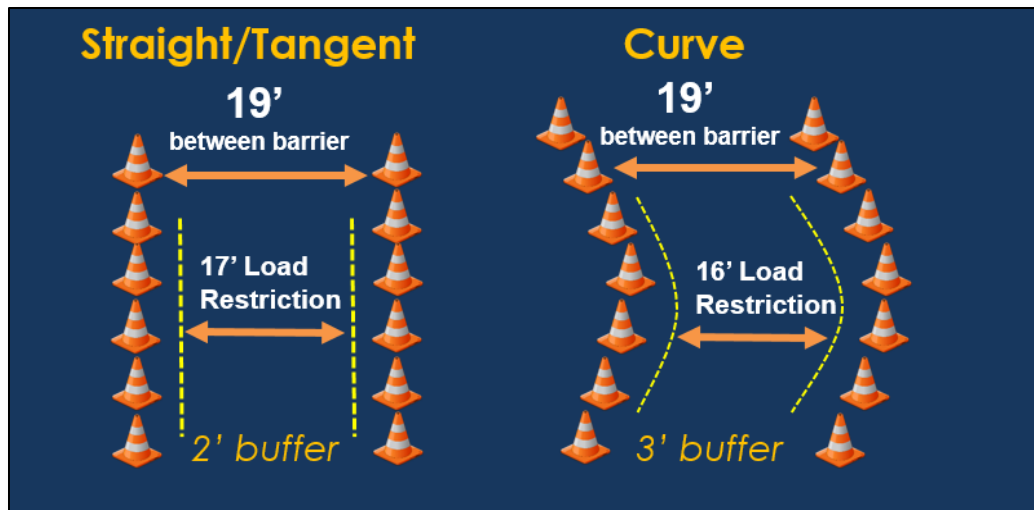
The available horizontal clearance is used to determine the actual load width restriction for freight travelling through the work zone. A buffer space is applied to the available width, depending on if the roadway is curved, straight or both. A two-foot buffer is applied for load restrictions on straight sections, and a three-foot buffer is applied to curves (or both straight and curved sections). For curved sections, the buffer assumes the curve is a 5-degree curve (1145'/350 m radius) or less.

For example, a travel lane with 19-feet of horizontal clearance between barriers would result in a 17-foot wide width restriction on a straight section of roadway, and a 16-foot wide width restriction on curve (or a section that is both curved and straight). See Figure 5 below.

¹⁷ Even if the single lane width standards can be maintained, they are still subject to restriction notification requirements. Refer to [Chapter 3.2.1: When Notification is Required](#).

¹⁸ 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.

Figure 5: Example showing how a buffer is applied to determine a load width restriction.



2.4.3 Nighttime vs. Daytime Overwidth Movement

There are no nighttime travel restrictions for loads that are overheight, overweight, or overlength. However, there are nighttime travel restrictions for overwidth loads exceeding certain dimensions.

Nighttime hours are defined as one-half hour after sunset to one-half hour before sunrise.¹⁷

The following overwidth loads operating under an annual permit or single-trip permit are allowed to travel at night:

- Overwidth loads other than manufactured homes and modular homes up to 12 feet wide on Interstate highways.
- Manufactured homes/modular units up to 10 feet wide measured at the base on Interstate highways.
- Loads up to 10 feet wide (including mobile homes) on specific non-interstate routes (green routes on the [Freight Mobility Nighttime Width Map](#)).
- On a case-by-case basis, single-trip permit overwidth loads exceeding the above authorized widths (over 12 feet wide) can travel at night per district manager approval on any route.
- Emergency movements of loads exceeding the above authorized widths (over 12 feet wide) can occur at night on any route in the event of incidents creating such a need (train derailment, forest fire, etc.).

All other overwidth loads are restricted to traveling during daylight hours only (from one-half hour before sunrise to one-half hour after sunset). The definition of daylight hours means that these hours will change with the seasons. Sunrise and sunset times must be checked for each

project site to ensure that work and/or lane closures will not affect loads running under either an annual permit or single-trip permit.¹⁹

Note: Various weekend travel restrictions are in effect during the summer months—from Memorial Day through Labor Day—as well as on major holiday weekends throughout the year. However, existing exemptions allow many oversize loads to travel during these weekends on all Interstate highways statewide, provided they meet certain dimension limits. Some exemptions also apply to select two-lane routes. For more information, contact the [CCD Over-Dimension Permits Unit](#).

2.4.4 Temporary Vertical Clearance Restrictions

Any proposed temporary reduction in vertical clearance is a restriction subject to notification requirements. [Refer to [Chapter 3.2: Restriction Notification Requirements](#)] Examples include temporary bridge falsework, bridge containment systems, and closing lanes and/or diverting traffic into lanes with lower clearances underneath structures.

These restrictions also require coordination with the Mobility Services Team that should take place as soon as a vertical clearance restriction is being considered. For temporary clearance reductions, submittal of the [Standard Vertical Clearance Form \(734-2614a\)](#) is required. Actual measurements on all structures must be submitted within 30 days of the reduction taking effect.

2.4.5 Temporary Weight Restrictions

Temporary weight restrictions may be needed in circumstances where temporary bridge containment systems and scaffolding add extra weight to the bridge requiring a temporary restriction until the equipment is removed. On bridges where heavy loads are required to straddle the center line, a temporary lane closure could also result in a temporary weight restriction when traffic is shifted to one side of the bridge.

Temporary weight restrictions can also be caused by catastrophic events such as natural disasters or vehicle collisions. In these cases, the ODOT Commerce and Compliance Division and the trucking industry will be notified, and the bridge will be restricted until the extent of the damage is determined. Once the extent of the damage has been determined, either the temporary restriction will be lifted, or a permanent restriction will be put into effect until repairs can be made. Every effort will be made to ensure that the time of the temporary restriction and the effect on the motor carrier industry are minimized.

¹⁹ Sunrise and Sunset times can be checked at: <https://www.sunrisesunset.com/predefined.asp>

2.5 Managing Delay

2.5.1 Delay Estimates

All construction projects are evaluated and managed by ODOT regions for delay impacts to mobility and staging. Options will be carefully reviewed to minimize duration and severity of delay impacts.

For the purposes of work zone traffic analysis, the concept of delay is defined as the average additional travel time that will be required to travel from one point to another as a result of construction activities. Existing delays resulting from current capacity and/or geometric deficiencies and from incidents are not included.²⁰ Delay also includes additional travel time resulting from detours and resulting from congestion on a roadway when a lane or shoulder is closed, or traffic is diverted on site.

Guidance for this analysis can be found in the [Work Zone Traffic Analysis Manual](#). The analysis can be performed using the *Work Zone Traffic Analysis Tool*.²¹ Other tools are available for work zones that demand greater levels of complexity (such as intersections). Contact the ODOT region traffic analysts to determine the appropriate traffic analysis method.

Delay estimates should be performed early in work zone planning and design and reviewed throughout as the project progresses to ensure the final design will meet expectations. By estimating delays early, the project team can identify if delays need to be mitigated by adjusting schedules or programming the correct level of funding to minimize delays.

2.5.2 Twenty Minute Stop and Hold

Do not stop or hold vehicles on a highway within the project site for more than 20 minutes, as required per [ODOT Standard Specification](#) 00220.02 Public Safety and Mobility.

2.5.3 Delay Mitigation

Specific work activities and time periods may not allow for delays to fall within the region's acceptable limits for a particular segment or corridor. In these cases, the region may need to coordinate with projects along the corridor to mitigate delay.

²⁰ Oregon Department of Transportation, Work Zone Traffic Analysis Manual, January 2022, Delay Estimates, Page 12: https://www.oregon.gov/ODOT/Engineering/Docs_TrafficEng/Work-Zone-Analysis-Manual.pdf

²¹ Oregon Department of Transportation, ODOT Work Zone Traffic Analysis Mapping Tool: https://www.oregon.gov/ODOT/Engineering/Docs_TrafficEng/WZTA-Tool.zip

2.6 Diversions, Detours, & Staging

2.6.1 On-Site Diversions

An on-site diversion is a change in traffic pattern that shifts lanes from their existing alignment but maintains traffic flow. If traffic is shifted to an off-site facility, such as another roadway, it is considered a detour. In some cases, an on-site diversion involves a slight shift of the existing alignment to better accommodate shoulder work. Diversions may also involve a complete shift of traffic to the median or to the opposite side of a median to allow work to be completed on one-half of a divided highway. When using such diversions, weight restrictions and vertical clearances may be affected. [Refer to [Chapter 2.4: Temporary Size & Weight Restrictions](#)]

Under certain structures, overheight vehicles may be required to use a specific lane where the vertical clearance is higher than adjacent lanes or shoulders. Therefore, the Mobility Services Team must be notified for all on-site diversions whenever traffic is routed under structures.

Some structures that are weight restricted require heavy loads to utilize certain lanes or straddle the center of the structure when passing over it. Contact the [CCD Over-Dimensions Permits Unit](#) to determine if a bridge is weight restricted. Diversions over structures must consider existing permanent and temporary weight restrictions, and consultation with the Mobility Services Team should take place if any diversions will occur over such structures.

2.6.2 Detours

Detours are a staging strategy that involves shifting traffic onto a different roadway and away from the project site. This occurs during a closure of a facility to all traffic or to selected traffic, such as a closure for over-width vehicles only.

During project development, the Mobility Services Team needs to be notified about planned off-site detour routes. The Mobility Services Team will work with the region mobility liaison and project team leader/manager to engage mobility stakeholders for the development of off-site detours.

a) Selecting & Evaluating Detour Routes

All detours must allow for all legal traffic, including freight and over-dimensional vehicles. The Mobility Services Team can identify what types of freight currently use the route being closed.

If the proposed detour can't accommodate over-dimensional vehicles, then either:

- A different detour must be chosen, or
- A separate detour must be provided just for those vehicles.

If no local detour is available, ODOT will provide an alternate route that can accommodate similar vehicle sizes and weights—as long as it's safe and within normal delay limits.

If there's no agreement on a detour, the following should meet to find a solution: Mobility Services Team, region mobility liaison, transportation project manager, and the Mobility Advisory Committee.

All detour routes need to be checked for restrictions which could affect freight traffic:

- Structures along the route need to be checked for weight restrictions.
- Turning movements need to be evaluated to see if they safely provide for turning movements and off-tracking.
- Horizontal and vertical pinch points need to be checked to ensure that all vehicles can safely traverse the entire route.

Once a detour route clear of restrictions has been identified, the route should be tested with a truck to check for problems with sight distance or grade issues if possible.

b) Freeway Ramps Used as “Up & Over” Detours

The Mobility Services Team must be consulted if freeway ramps are used as a short “up and over” detour around a restriction on a freeway. The Mobility Services Team evaluates the impact of this routing for high or wide loads as it affects the permit instructions provided to motor carriers. Permits provide specific instructions on what lane to use and what ramps or exits must be taken in order move along the corridor. If the motor carrier encounters a work zone that directs them to use a ramp for an “up and over” that is not on their permit, they face the risk of a violation or damage to a structure.

c) Out of Direction Travel & Delay Impacts

Out-of-direction travel is the additional distance a vehicle must travel on a detour route beyond what would be traveled on the existing route. Detour delay is the amount of additional time it takes to travel a route once traffic is switched onto the detour.

Out-of-direction travel impacts to passenger vehicles are usually less costly than impacts to freight vehicles. The additional distance freight vehicles must travel impacts their weight-mile tax, permits, and distance allowances. Significant delays to freight traffic can also be caused by frequent stopping and restarting, stopping traffic at the bottom of steep grades, sending traffic through sharp corners, etc. Detour routes must be reviewed for these impacts, and those that have the least out-of-direction travel and create the least delays to traffic should be utilized whenever possible.

d) Emergency Services, HAZMAT & other Special Considerations

The following special considerations must be considered when evaluating or designing a detour route:

- How will the detour route affect emergency services response times?
- Will vehicles transporting hazardous materials be able to use the planned detour?

- Are any other projects using the existing route as a detour?
- Are there other projects along the proposed detour route which will restrict traffic?
- Is another detour available if something happens to the proposed detour route?

Coordination with emergency services must be made if out-of-distance travel or detour delay times are excessive. If hazardous material is transported along the existing route, then the detour route must be evaluated to see if it can accommodate it as well. If there is a conflict with other projects, then the work should be rescheduled to eliminate the conflict.

A backup detour route should always be identified in case of a natural disaster or unplanned restriction on the proposed detour route.

2.6.3 Staging

Providing traffic control plans with staging that maintains appropriate horizontal and vertical clearance will enable ODOT to repair and upgrade the existing system while transporting freight within the state. All construction projects will be evaluated for impacts to freight mobility and staging options will be carefully reviewed to minimize the duration and severity of the impacts from construction work.

a) Selecting and Evaluating Staging Options

When evaluating staging options, the project team leader/manager must take into account and provide for all traffic that is legally allowed to use the route, including freight and over-dimensional units. The Mobility Services Team can determine whether or not freight traffic currently uses the affected route. If over-dimensional units use the existing route, a detour route must be provided and special consideration must be given to reduce the duration of the staging restriction.

When reviewing staging options during project development, it is important to compare what the overall impacts to industry stakeholders will be with each option. In some cases, a complete route closure with a detour over a shorter period will have a smaller overall impact than an expensive, prolonged staging plan that strives to keep the route open. Some stakeholders prefer a project with a shorter duration and a severe impact (i.e. brief closure with detour) over a project with a prolonged duration and moderate/minor impacts.

If staging restrictions would limit or delay the passage of emergency services vehicles, then special coordination with these stakeholders must be made.

The project team manager must take into account the impacts that each staging option will have in regards to delay time. Each option must be carefully evaluated and, when safe and practical, the option with the least impacts should be selected. Issues to be considered include:

- **Each project needs to be analyzed to ensure that sufficient capacity for the expected traffic volumes is maintained.** Staging options reviewed must be able to accommodate the expected traffic volumes at all times, especially during peak hours of travel. If the

traffic analysis shows that traffic volumes for a staging option will exceed capacity, then the project team will need to provide for additional capacity or find a way to reduce the traffic volumes. If this cannot be done, then the staging option should be eliminated.

- **Night work can be used on many projects to avoid daytime impacts when traffic volumes are greater.** Temporary detour structures or temporary bridge widening can be used to provide additional capacity when traffic volumes are too high to close travel lanes. Volumes can be reduced through media campaigns and the use of message boards directing traffic to alternative routes.
- **Staging options that provide continuous free-flow conditions with minimal delays and no restrictions should be used when possible.** Freeway crossovers and full-width detour structures on separate detour alignments are two examples. They provide a work zone which can be traversed at regular speeds with little to no interference.
- **When staging options that provide for minimal delays cannot be used, options with only minor delays should be used.** Staging that involves a controlled delay or a single lane closure would be examples of this. This would provide a work zone with moderate delays, and possibly a reduction in speed, but would not restrict freight traffic.
- **When staging options that provide for minor delays cannot be used, other options with more significant delay times may need to be used.** A staging plan that involves a two-way, one-lane configuration controlled by a temporary signal or flaggers is an example. Since this option can cause significant delays to freight traffic, the Mobility Services Team should be contacted so they can notify affected stakeholders.
- **The length of the work zone can affect the severity of the traffic delay and should be reviewed during the development of a staging plan.** Projects that extend over a large section of road should be broken into smaller segments whenever possible, so that the area of impact is reduced. On an urban modernization project, work should be limited to only a few blocks at a time if possible. For example, on a rural preservation overlay project, the length of the work zone should be controlled to minimize the amount of delay encountered.
- **Staging options need to be checked to avoid delays to freight traffic caused by frequent stopping and restarting, stopping traffic at the bottom of steep grades, sending traffic through sharp corners, etc.** Staging options need to be evaluated for these impacts, and those that have the least delay times should be used when possible.
- **During the development of projects, special consideration should be made to eliminate or minimize staging delay time impacts.** Whenever practical the staging duration should be limited, and innovative contracting tools and methods should be considered. [Refer to [Chapter 1.6.3: Alternative Contracting Methods](#)]

b) Special Staging Considerations

There are several special considerations that must be taken into account when evaluating or designing a staging option. These include, but are not limited to, the following:

- How will the staging affect emergency services response times? If staging would limit or delay the passage of emergency services vehicles, then special coordination with these stakeholders must be made.
- How will other projects be affected by the staging? If there is a conflict with other projects, then the work should be rescheduled to eliminate the conflict.
- Are there any ways to provide windows for unrestricted freight movement between stages? If windows of unrestricted freight movement can be created while transitioning between stages, then this should be discussed with stakeholders as a viable option.
- Have there been changes to vehicle capacity due to lane shifts? If the lane shifts will exceed capacity, then the project team will need to provide for additional capacity or find a way to reduce the traffic volumes.

SECTION 3: CONSTRUCTION COORDINATION

3.1 Pre-Construction Coordination

3.1.1 Pre-Construction Conference

Per the *ODOT Construction Manual*, the Pre-Construction Conference (“Pre-Con”) provides an opportunity for the resident engineer and contractor to review the project work schedule and identify issues before work is performed. The Pre-Con meeting agenda topics include lane closures and accommodations for public traffic.²²

During this time, the construction staff should familiarize themselves with the mobility documents that are provided in the eBids documents (and in ProjectWise), to ensure an understanding of the agency’s expectations for work zone safety and mobility that were established during project development. These documents include:

- The completed *Work Zone Decision Tree* (WZDT)
- The *Transportation Management Plan* (TMP) with the *Traffic Control Plan* (TCP),
- The signed-off *Mobility Considerations Checklist* (MCC).

[Refer to [Chapter 2.3: Required Documents for Temporary Impacts](#)]

Depending on whether or not the contractor adopts the agency-provided *Traffic Control Plan* (TCP), the other documents may also need to be re-evaluated or revised based upon proposed changes made to the TCP by the contractor. Before agreeing to any proposed contractor changes, follow the steps in the next chapter for communicating changes to the region and Mobility Services Team.

3.1.2 Requirements for Proposed Changes from the Contractor Impacting Mobility

Before making changes during construction that have the potential to adversely affect mobility (i.e. additional restrictions) or run counter to previous mobility agreements made during project development (and documented in the project’s signed *Mobility Considerations Checklist*²³), the resident engineer must:

²² Oregon Department of Transportation, *ODOT Construction Manual*, July 2024, Chapter 11-2 Pre-Construction Conference, and Exhibit 11b (Pre-Construction Agenda Example):

<https://www.oregon.gov/odot/Construction/Pages/Construction-Manual.aspx>

²³ A list of signed Mobility Considerations Checklists is available to ODOT staff at the following link:

<https://ordot.sharepoint.com/sites/Mobility/Lists/Project%20Summaries/AllItems.aspx>

1. Discuss proposed restriction revisions with the contractor, region mobility liaison, and any relevant region resources to determine if the change is warranted and supported by the region.
2. If supported by the region, engage the Mobility Services Team to discuss and obtain concurrence with the potential changes **before** any agreements are made with the contractor.
3. Document the Mobility Program and Mobility Advisory Committee support of any potential new restrictions and provide a copy of the documentation to the region mobility liaison.

These steps must be followed before the resident engineer (or region designee) enters the restriction into the Oregon Routing Information Online (ORION) system.

3.2 Restriction Notification Requirements

3.2.1 When Notification Is Required

Notification using the online *Highway Restriction Notice* ([form 734-2357](#)) is required to be submitted by construction contractors for any of the following construction work zone conditions: [For maintenance notification requirements, refer to [Chapter 4.2: Restriction Notification Requirements for Maintenance Work](#)]

- Any time horizontal width²⁴ 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.
 - Reduced when closing lanes and/or diverting traffic into lanes with lower clearances under structures.

²⁴ 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.

- Any time weight restrictions are imposed that restrict permitted vehicles or add additional restrictions or special provision to existing restrictions.

3.2.2 Highway Restriction Notice Form (734-2357)

Written notification using the online Highway Restriction Notice (HRN) ([form 734-2357](#)) must be submitted through Doc Express by contractors to the applicable Construction Management Team (including resident engineers, resident engineers – consultant projects and local agency liaisons) before any roadway freight restriction condition can be implemented. Questions about restriction notices or the online form should be directed to the CCD OD Permits Unit [Restriction Notice Team](#).

Contractors must submit the online restriction notice 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 project's signed *Mobility Considerations Checklist*, they (or the region designee) will enter the temporary size and weight restriction in the Oregon Routing Information Online (ORION) system at least 21 or 14 days prior to the restriction beginning, depending on the type of restriction. [Refer to [Chapter 3.2.3: Notification Time Requirements](#)]

The restriction notice form is not intended to be used to notify the CCD Over-Dimension Permits Unit of proposed changes to the TCP made by the contractor. 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 [Chapter 3.1.2: Requirements for Proposed Changes from the Contractor Impacting Mobility](#).

3.2.3 Notification Time Requirements

The minimum restriction notification requirement (14 or 21 days) corresponds to the impact the restriction has on over-dimension permits issued by the CCD Over-Dimension Permit Unit. For more information about the over-dimension permitting process, refer to [Appendix AP3: Freight Permitting Overview](#).

- **14-day notice** applies to restrictions that impact Single Trip Permits. 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 Permits Unit requires at least 14 days to clear the permit queue of any single trip permits 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 Permits Unit requires entry of temporary size and weight restrictions at least 21 days in advance in order to notify annual permit holders.

Use the following table to determine if a restriction requires a minimum 14 or 21 day notification for construction projects. [For maintenance work, refer to [Chapter 4.2.4: Notification](#)

[Time Requirements for Maintenance Work.](#)] 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.²⁵ [Refer to [Chapter 3.3: Resident Engineer Review of Restriction Notices](#)]

Table 6: 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 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 up to 14'-06" high annual permitted loads to move.
-	14 days	Any other change from existing clearances (includes lane shifts under structures).

²⁵ Oregon Department of Transportation, Oregon Standard Specifications for Construction, 2024 Edition, Standard Specification 00220.03(a), Over-Dimensional Vehicle Restrictions:
https://www.oregon.gov/odot/Business/Pages/Standard_Specifications.aspx

Restriction Type	Minimum Notification	Condition
Daytime Width ²⁶ 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)
-	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)
Nighttime Width ²⁸ Reductions – Single Lane (Anytime width is restricted to less than 22 feet for a single lane of traffic during nighttime hours (one-half hour after sunset to one-half hour before sunrise))	21 days	Applies to the following routes on the Freight Mobility Nighttime Width Map: - Green routes: - Less than 14' on tangent work zones - Less than 15' on curved work zones (or both tangent and curved) - Black routes N/A
-	14 days	Applies to the following routes on the Freight Mobility Nighttime Width Map: - Green routes: 14' to 22' on tangent work zones 15' to 22' on curved work zones (or both tangent and curved) - Black routes: N/A

²⁶ 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
Daytime and Nighttime 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.
Weight Restrictions	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.

3.2.4 Notification Exceptions

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

[For maintenance work activities, refer to [Chapter 4.2: Restriction Notification Requirements for Maintenance Work](#)]

1. No vertical clearance reductions.
2. No width restrictions, meaning the following minimum horizontal clearance will be maintained at all times²⁷ (or all unannounced oversize loads can be safely accommodated (on non-Interstates only) by moving traffic control devices and equipment out of the way with minimal delay to provide the required horizontal clearance):
 - a. 28 feet between barrier (including any paved shoulder) for two lanes; or,
 - b. 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.

²⁷ 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.

3.3 Resident Engineer Review of Restriction Notices

For construction projects, resident engineers (and resident engineers – consultant projects) are responsible for reviewing highway restriction notices submitted by the contractor on form 734-2357 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. [Refer to [Chapter 3.1.2 Requirements for Proposed Changes from the Contractor Impacting Mobility](#)]

A [Restriction Notice Review and Submittal Guide](#) provides information to resident engineers 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.

SECTION 4: MAINTENANCE & EMERGENCY COORDINATION

4.1 Maintenance Projects

For maintenance projects (e.g. work that is planned in advance, and is longer and more extensive than typical routine maintenance activities), the maintenance team must engage with the Mobility Services Team early during project planning so that impacts to work zone safety and mobility can be reviewed and shared with the Mobility Advisory Committee (as per the project review criteria in [Appendix C](#) of the MAC Charter).

Refer to [Section 2: Temporary Impacts Project Review](#) for more information about the review process.

4.2 Restriction Notification Requirements 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. Maintenance activities may need to be shared with the Mobility Advisory Committee depending on the severity of the impacts per the project review criteria in [Appendix C](#) of the MAC Charter.

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 that will restrict travel for more than 24 hours, a temporary size and weight restriction must be entered in the Oregon Routing Information Online (ORION) system.

4.2.1 Maintenance Activity 1

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:

- a) 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.

- b) 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 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.

4.2.2 Maintenance Activity 2

Work is being done on the highway that will restrict passage by single trip permits (STP's) issued by the CCD Over-Dimension Permits 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 the ORION system allows the system to discontinue issuing STP's 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 Services 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](#).

4.2.3 Maintenance Activity 3

Work is being performed that will impact continuous (annual) trip permits (CTP's) issued by the CCD Over-Dimension Permits Unit. This will require entry of a temporary size and weight restriction in the ORION system at a minimum of 21-days in advance. (Refer to the table below in Chapter 4.2.4 to determine restrictions that require at least 21-day notice.) If you are closing a highway, contact the CCD Over-Dimension Restriction Notices Team to ensure the detour route can accommodate oversize loads.

4.2.4 Notification Time Requirements for Maintenance

If a restriction notice is required for the maintenance activity, entry of the restriction in the ORION system must occur at least 14 or 21 days prior to the restriction taking effect, depending on the type of restriction.

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 over-dimension permits. 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 notify single-trip permit holders 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 at least 21 days to notify annual permit holders.

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

Table 7: Minimum 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).

Restriction Type	Minimum Notification	Condition
-	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 ²⁸ Reductions – Single Lane	21 days	• Less than 16' of clear width on black routes on Route Map 9 (or need to restrict 14' wide annually permitted loads). • Less than 14' of clear width on red routes on Route Map 9 (or need to restrict 12' wide annually 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 ²⁸ 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. <i>*Contact the Mobility Services Team to determine potential impacts and notification requirements.</i>

²⁸ 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.

4.3 Delay Estimates for Maintenance

For less restrictive maintenance activities, regions decide if delay estimates will be formally prepared. Regardless, the sum of the delay resulting from construction and maintenance activities must fall below the region's acceptable limits for a particular segment or corridor.

In cases where the delay from maintenance projects cannot be accommodated within the region's acceptable limits, it may be necessary to reschedule the maintenance activities (e.g., during nighttime hours or to another time when construction-related delays are lower).

4.4 Emergency Declarations

4.4.1 Mobility Requirements

In the event of an operational emergency or natural disaster (e.g., fire, floods, and landslides), it is important to understand that ODOT places a priority on public safety. In such a situation, ODOT will work closely with the freight industry and other stakeholders to resolve issues associated with the temporary emergency as quickly as possible--keeping in mind that the freight industry is a necessary part of the response to any emergency or natural disaster.

Mobility requirements are waived during emergency events that are declared by the governor, the state maintenance and operations engineer, or the district manager for events that require immediate temporary traffic controls. In these events, opening the road to the traveling public and ensuring that the traveling public is safe become the primary objectives, and maintenance work must be performed immediately to meet these objectives. District managers have the authority, under declared emergency conditions, to waive the motor carrier hours of service and to authorize conditional approvals on alternate routes. For work that is not immediate, follow the requirements in [Chapter 4.2: Restriction Notification Requirements for Maintenance Work](#).

District managers or their representatives must actively communicate the status of any temporary size and weight restrictions and/or closures caused by the emergency event and are required to enter temporary size and weight restrictions in ORION so that permit holders can be notified and alternative routes provided, if needed.

4.4.2 Emergency Relief Projects

The Federal Highway Administration (FHWA) [Emergency Relief \(ER\) program](#) provides funding for the repair of highways on the Federal-Aid Highway System that are seriously damaged by natural disasters or catastrophic external events. To qualify, the highway must be classified as a Federal-aid route (excluding Rural Minor Collectors and Local Roads), and the damage must occur in a county where an emergency has been declared by the Governor or President. Additionally, the estimated damage must be at least \$5,000 per site, and the total eligible repair costs statewide must reach \$700,000. The program supports both **emergency**

repairs, which restore essential traffic and prevent further damage, and **permanent repairs**, which return the highway to its pre-disaster condition.

- **Emergency repairs**, eligible for 100% federal funding, must be completed within 270 days of the disaster (or with an approved extension) and aim to restore essential traffic, minimize damage, or protect remaining infrastructure.
- **Permanent repairs**, which restore highways to pre-disaster condition, require prior FHWA authorization and are subject to a cost-sharing formula: 89.73% federal share and 10.27% state/local match. Permanent repairs done before FHWA approval are only eligible if deemed more practical when combined with emergency work

See the Statewide Project Delivery Branch [Project Delivery Manual](#) for more information about ER projects.

4.4.3 Over-Dimension Permits

Carriers responding to the emergency event are not exempt from other size or weight limits, or from receiving oversize/overweight permits. However, their permit request is prioritized during normal business hours, and an after-hours emergency phone line (503-931-1541) is available to carriers responding to the emergency event.

The ODOT Commerce and Compliance Division may waive registration requirements when an emergency is declared. In this case, the weight mile tax is paid after the emergency repair is completed. If the carrier is not Oregon-based and does not have a permanent tax receipt, they can contact the CCD after the emergency and the tax will be collected.

4.5 Utility and Miscellaneous Permits

4.5.1 Utility Permits

A Highway Restriction Notice is not required for permitted utility work. However, entering a temporary size and weight restriction in ORION for utility work is strongly recommended so that the freight industry is aware of the work ahead of time. If a restriction is not entered, the CCD Over-Dimension Permits Unit is unable to stop oversize loads from coming through the utility work zone.

4.5.2 Miscellaneous Permits

Any activity allowed by a Miscellaneous Permit should be carefully considered for impacts to freight mobility. A temporary size and weight restriction is not required if:

- Work is outside the travel lane and does not restrict the size or weight of vehicles using the roadway.
- Traffic can be waived through the activity area.

If these conditions cannot be met, then notification may be required (contact the appropriate region mobility liaison or the Mobility Services Team). If notification is required, district staff must enter the temporary size and weight restriction in ORION at least 21 days before the restriction or detour takes effect.

SECTION 5: MAC ENGAGEMENT

5.1 Engagement Categories

ODOT Regions engage with the Mobility Advisory Committee (MAC) to provide for stakeholder input on projects that have mobility impacts that fall into one of the committee's three primary advisory functions, as described in the [MAC Charter](#):

1. Projects with proposed actions subject to ORS 366.215 that have the potential to permanently reduce vehicle-carrying capacity requiring Stakeholder Forum support per OAR Chapter 731, Division 12.
2. Projects with proposed permanent reductions/restrictions that are not subject to ORS 366.215, but still have stakeholder engagement requirements per Department policy.
3. Projects with temporary mobility and work zone safety impacts.

Each of these project reviews are described below in greater detail.

5.1.1 Permanent Reductions Subject to ORS 366.215

Follow the guidance in [Chapter 1.3: Oregon Revised Statute 366.215](#) if your project or plan falls under this statute and associated administrative rule. An [ORS 366.215 Implementation Guide](#) is also available which provides detailed information about the statute and Stakeholder Forum review process required by rule.

Engagement with the MAC on these permanent impacts should take place *early*, as soon as horizontal and vertical design clearances are available to determine if the project will result in a reduction in vehicle-carrying capacity. In some cases, it can be helpful to engage with the MAC even earlier during the planning stage to get input from stakeholders on different concepts before final design decisions are made. This is especially helpful for sharing potential roundabouts that might be an option for improving an intersection. (Additional engagement guidance for roundabouts is available in the [Mobility Engagement Guidance for Intersection Improvements and Roundabouts](#) manual.)

The Stakeholder Forum described in [OAR 731-012](#) is convened during MAC meetings to review proposed actions subject to this statute. Refer to [Appendix C](#) of the MAC Charter to determine how your project should be shared with the Stakeholder Forum. Projects with proposed actions subject to ORS 366.215 are shared in one of two ways, depending on the severity of the impacts as defined in Appendix C:

1. **Low impacts:** shared via a Consent Calendar Form ([ODOT form # 735-9995](#)): Follow the instructions in the form to determine if your project qualifies for the consent calendar, or consult with the appropriate region mobility liaison or the Mobility Services Team for assistance.

2. **Moderate/high impacts:** shared via a formal presentation during a meeting, using the required [ORS 366.215 presentation template](#) (or for proposed roundabouts on Reduction Review Routes, use the required [roundabout presentation template](#)).

At the conclusion of the Stakeholder Forum review process, the Mobility Services Team will issue a formal *Record of Support* that documents the proposed action and committee support.

Note: if there are any design changes resulting in new or greater reductions in vehicle-carrying capacity, they must undergo the Stakeholder Forum review process again.

5.1.2 Permanent Reductions NOT Subject to ORS 366.215

Engagement with the MAC on these permanent reductions should also take place early, as soon as horizontal and vertical design clearances are available. Examples of impacts that fall into this category include proposed roundabouts and other permanent horizontal and/or vertical clearance reductions on non-reduction review routes (not subject to ORS 366.215) or other permanent size and weight restrictions that require stakeholder engagement per Department policies. [Refer to [Chapter 1.4: Permanent Clearance and Restrictions](#)]

In some cases (as with permanent ORS 366.215 reductions), it can be helpful to engage with the MAC even earlier during the planning stage to get input from stakeholders on different concepts before final design decisions are made. This is especially helpful for sharing potential roundabouts (on non-Reduction Review Routes) that might be an option for improving an intersection. (Additional engagement guidance for roundabouts is available in the [Mobility Engagement Guidance for Intersection Improvements and Roundabouts](#) manual.)

If your project has permanent impacts that fall in this category, refer to [Appendix C](#) of the MAC Charter to determine how your proposed impacts should be shared with the committee. Projects with proposed permanent, non-ORS 366.215 impacts are shared in one of two ways, depending on the severity of the impacts as defined in Appendix C:

1. **Low/Moderate impacts:** shared with the committee via email, through the Mobility Services Team.
2. **High impacts:** shared via a formal presentation during a meeting, using the required [permanent, non-ORS 366 presentation template](#) (or for proposed roundabouts on non-Reduction Review Routes, use the required [roundabout presentation template](#)).

5.1.3 Temporary Work Zone Safety and Mobility Impacts

Projects with temporary work zone impacts are required to complete a [Mobility Considerations Checklist](#), and submit the completed form (along with a [Transportation Management Plan](#) and [Work Zone Decision Tree](#)) to the Mobility Services Team for review. These should be submitted at least 120-days prior to the region's desired date for receiving a signed Checklist. Temporary impact reviews typically take place *after* the project has been reviewed for permanent impacts. Refer to [Section 2: Temporary Impacts Project Reviews](#) for more information about the

temporary impact review process, required documents, temporary restrictions, delay, staging and other considerations.

Not all projects with temporary work zone impacts are shared with the MAC for input. The Mobility Services Team will:

- Review the submitted documentation to determine the severity of the impacts.
- Suggest impact mitigation strategies to the region as appropriate.
- Determine if and how the impacts should be shared with the MAC, based on the project review criteria in [Appendix C](#) of the MAC Charter.

Projects are shared (or not shared) with the MAC as defined in Appendix C:

- **No/Low impacts:** not required to share with the MAC.
- **Moderate impacts:** shared via email. If your project impacts fall in this category, the Mobility Services Team will send the MAC members an email summarizing the project impacts and requesting their input. In general, the Mobility Services Team provides seven days for the MAC members to respond (although less time may be requested depending on the region's deadline). Questions and concerns received from the MAC are communicated back to the Region. The MST will relay any responses from the region as appropriate back to the MAC members. At the conclusion of the email review period, the region must update the Checklist as appropriate (if there were changes as a result of the committee input) and the final Checklist is sent to the mobility program manager for sign-off.
- **High impacts:** shared via a formal presentation at a MAC meeting. Projects with impacts that fall in this category must prepare a presentation using the [temporary impacts presentation template](#). After the meeting, the region must update the Checklist as appropriate (if there were changes because of committee input) and the final Checklist is sent to the mobility program manager for sign-off.

5.2 Preparation

5.2.1 Region Mobility Liaison Consultation

Before preparing a presentation, consult with the appropriate region mobility liaison to determine if there are any region-specific preparation steps, such as presentation dry-runs, management review, or other requirements. Depending on the region, the liaison may also prepare and present your project to the committee on your behalf or may prefer to review your presentation before submitting to the Mobility Services Team. Region mobility liaison contact information can be found on the [ODOT Statewide Mobility Program website](#).

5.2.2 MAC Schedule, Submittal Deadlines, and Exceptions

The MAC generally meets the second Thursday of each month, but meetings may get rescheduled due to holidays or may be cancelled due to lack of agenda items. Meeting materials are due at least 3 weeks prior to the scheduled meeting date. Meeting dates and additional deadlines can be found on the internal [ODOT Mobility Program SharePoint site](#).

If a deadline cannot be met, the appropriate area manager can request an exception with an explanation of the risk to ODOT if the project was required to wait until the next scheduled MAC meeting. Valid reasons for deadline exceptions include, but are not limited to:

- The project has been worked at a higher level with management just prior to the deadline through internal/external work sessions and management agreed to waive the deadline.
- The project has been fast tracked by management due to safety and/or other high priority issues and must be shared at the requested meeting date in order to meet the project's PS&E date.
- This is a high-profile project and has required several meetings and work sessions to resolve issues that have caused project delays during the project development milestones.
- The project was delayed after being reviewed and shared with the MAC via email for one of the following reasons, and now there is insufficient time available to meet via a MAC meeting or work session:
 - After reviewing the project details through email, the MAC requests the project be discussed at a meeting due to their issues/concerns.
 - During the initial review process the Mobility Services Team determine per the project review criteria in [Appendix C](#) of the MAC Charter and other factors that the project needs to be shared at a MAC meeting.

5.2.3 Required Presentation Templates

Project teams must use one of the required presentation templates for sharing impacts with the committee. Use of the templates ensures that all of the necessary information is included in the presentation (preventing the need to return to an additional meeting) and provides consistency in how information is shared. The slides in the templates can be modified as appropriate to meet the needs of the project. Contact the [Mobility Services Team](#) if you need help determining whether or not certain slides are needed for a particular project. [Template instructions](#) are available, which includes a download link and description of each template.

Note: PowerPoint presentations and any other supporting documentation must meet accessibility requirements. The Mobility Services Team publishes MAC meeting documents on a [public-facing web page](#). Documents posted online by federal and state agencies are required by law to be accessible to everyone. This means documents need to be formatted so people of all abilities can download it and read it. The ODOT Communications Team provides

an [Accessibility Resources SharePoint page](#), which includes guides, tools, and trainings available for making your documents accessible.

5.2.3 Getting onto the Agenda

The Mobility Services Team provides a web form on its internal [SharePoint site](#) for submitting requests to get onto the agenda for an upcoming MAC meeting. The form includes a list of questions about your project to help the MST determine the type of impacts being shared, how much time is needed on the agenda, and whether the item can be pushed to the next meeting if necessary (should the desired meeting date be cancelled or the agenda is too full). Presentation materials can be attached to the form (or ProjectWise links can be provided).

5.2.3 Presentation Feedback

Once your presentation and other documents are submitted 3 weeks prior to a MAC meeting, the MST will review your materials and request changes as appropriate to help ensure a successful and efficient presentation to the committee. It is important to incorporate these changes into your materials prior to the deadline indicated by the MST.

If for some reason the requested edits are not made by the deadline, the MST may reschedule the item to the next regularly scheduled meeting to allow the project team more time to make the changes and help ensure a successful outcome.

5.2.4 Resources & Supporting Data

a) Mobility Meeting Guidelines

The Mobility Advisory Committee Charter provides meeting guidelines in [Appendix D](#). The guidelines cover the following topics related to MAC meetings:

- Agendas, project summaries and recordkeeping.
- Presentation templates and documentation.
- Meeting schedule (MAC/Stakeholder Forum) and facilitation.
- Recommendations (reaching consensus) to support a project or proposed action.
- Dispute Resolution/Escalation Process.

b) Mobility Services Team

The Mobility Services Team acts as a liaison between the ODOT regions and the Mobility Advisory Committee. The team acts as subject-matter experts on mobility policies and procedures, and can help regions communicate impacts and resolve issues as needed.

Additional resources available from the MST that can help regions prepare for sharing projects include:

- Coordinate work sessions for more in-depth conversations with the MAC on complicated projects.

- Provide feedback on presentations prior to MAC meetings (e.g. dry-runs, management reviews, etc.).
- Participate on project development teams to provide mobility subject-matter expertise as needed.
- Maintain the [Mobility Program external website](#) and [internal SharePoint site](#): These sites provide contact information and links to related guidance documents, directives, manuals, maps, presentation templates, and training tools.
- Maintain the Mobility Advisory Committee [Charter and appendices](#).
- Maintain the [Mobility Meeting Records web page](#): This site provides agendas, minutes and presentation materials for MAC meetings. This can be a good resource for viewing project materials for other similar projects as you prepare your own presentation.
- Mobility Services Team Group Email (PDS-MobilityServices@odot.oregon.gov): Use this email address to send questions to the MST. Be sure to copy the appropriate region mobility liaison when contacting the team about a project.

c) Over-Dimension Permit Data

The Mobility Services Team can provide a *Permit Data Summary Report* that breaks down the over-dimension freight activity for a given route that runs through a project area. The report includes permit data for single-trip permits, continuous trip permits (annual permits), district guidelines, and other allowances.

This data can be helpful in preparing presentations to share with the Mobility Advisory Committee to show potential impacts on over-dimension freight that travel through a project area. [Refer to [Appendix AP3: Freight Permitting Overview](#)]. Some of the presentation templates include slides for showing this information as appropriate.

Single Trip Permit Data

The *Permit Data Summary Report* includes a recent history of single-trip permits that have been issued for a particular route that runs through a project area. The report shows the total number of permits issued, and breaks them down by width, height, length, weight, and vehicle combinations.

Figure 6: *Permit Data Summary Report* example with STP information

US26 (Powell Blvd – “Outer Powell”) between MP 6.03 through MP 9.96	
Highway Number	26
Route Number	US26
Milepoint Range	6.03 to 9.96
Direction of Travel	Both
Analysis Duration	5 Years
Total STPs issued (including trips):	457
Overall Width	Number of Permits Issued
8'06" or less (legal width)	131
8'07" to 10'00"	70
10'01" to 11'00"	79
11'01" to 12'00"	127
12'01" to 13'00"	18
13'01" to 14'00"	27
Over 14'00"	5
Analysis of Widest Load(s)	The widest load was for a grinder that was 15' wide, 15' tall and 110' in overall length, and 176,000 pounds on 10 axles PWT-4. The load started in Warm Springs and ended in Portland. The load traveled from US26 west, (traveled through MP 9.96-6.03) to get on to I-205 northbound then to US30 Bypass. 2 loads that were for mobile/modular units that were 15'8" in overall width, 14 base and 1'8" eave that were also 15'10" tall and 100' in overall length, started in Tigard and ended in Portland, travelled from city streets to OR99W to OR217 south, I-5 south, I-205 north, then to US26 off exit 19 (from MP 6.03-9.96) and continued to city streets to ending location.

Continuous Trip Permits (CTP, aka “Annual Permit Data”)

The report also shows the types and sizes of annual permitted over-dimension loads that are allowed to travel through the project area. Since annual trip permits allow for unlimited trips on certain routes and are not tracked by ODOT, there is no historic data available to show how many annual permitted loads have gone through the project area.

Figure 7: *Permit Data Summary Report* example showing Annual Permit information

Annual Permit Dimension Data	
Overall length allowed on annual long logs / poles / piling permit, without steerable axles	105'
Overall length allowed on annual mobile / modular unit permit	95'
Overall length allowed on annual unladen heavy haul combination permit	105'
Overall length allowed on annual 1/2 wheelbase rear overhang permit for truck tractor and semitrailer combinations	80'

District Guidelines

The State Guidelines (also known as the District Guidelines) document, created by the Commerce and Compliance Division and other ODOT staff, and approved at the Motor Carrier Transportation Advisory Committee provides pilot car and other special requirements for state and Interstate Highways. The guidelines are available at this link:

<https://www.oregon.gov/odot/MCT/Documents/pilotcarguide.pdf>

This report lists identifies the allowable daytime and nighttime widths, and the overall lengths for the district where the project is located.

Figure 8: *Permit Data Summary Report* example showing District Guidelines

Additional Information	
Daytime width allowed, without involvement of District staff	16'
Nighttime width allowed, without involvement of District staff	10'
Overall length allowed, without involvement of District staff	150'

d) Vertical Clearance Data

The ODOT Bridge Section is responsible for the Vertical Clearance Program and reports VC data to the Commerce and Compliance Division (CCD) Over-Dimension Permits Unit.

Project teams can work through their respective region mobility liaison to request VC measurements from the Mobility Services Team on existing bridge and traffic structures within a project area.

CCD's Over-Dimension Permit Unit maintains up-to-date VC data in ORION, including data on controlling structures. The Mobility Services Team can provide project teams with both the actual VC measurements, and the buffered clearance (a 4-inch buffer is applied to the VC for routing overheight loads).

e) Over-Dimension Vehicle Diagrams

Mobility stakeholders frequently request to see turning movements of over-dimension vehicles when projects are presented to the Mobility Advisory Committee. The Mobility Services Team has a small library of commonly-used vehicle diagrams, and can work with the trucking industry to provide additional specific vehicle diagrams that can be used to analyze turning movements in project designs (such as roundabouts, freeway crossovers, intersection bulb-outs, etc.).

5.2.5 MAC Work Sessions

Regions may request a separate work session with members of the Mobility Advisory Committee outside of the regular monthly meeting for the following reasons:

- To follow up and examine specific issues and concerns identified during a regularly scheduled MAC meeting that require more in-depth discussion and there is insufficient time available during the regular monthly meeting to resolve them.
- Prior to a regular scheduled MAC meeting for high impact projects (such as intersection improvements, road diets (roadway reconfigurations), cross-overs for paving projects, etc.) to proactively address potential concerns before coming to the full committee.

Work sessions are facilitated by the sponsoring region(s) but are scheduled by the Mobility Services Team. Refer to [Appendix D](#) of the MAC Charter for additional work session guidelines.

APPENDICES

AP1 Glossary and Acronyms

1. **AASHTO:** American Association of State Highway and Transportation Officials.
2. **Accommodating all Unannounced Oversize Loads:** Able to “[wave through](#)” all loads, regardless of the dimensions, with a slight delay after moving equipment and/or traffic control devices, and no advance notice is required. In addition:
 - For interstate and multi-lane highways: if minimum available horizontal clear distance after equipment/barriers has been cleared is 22 feet.
 - For two-lane highway or all other individual highways: If minimum available horizontal clear distance after equipment/barriers has been cleared is 19 feet.
 - There are no lane shifts/closures beneath structures directing traffic into a travel lane with less vertical clearance.
 - No highway or ramp closures.
 - No detours.
 - No vertical clearance reductions.
 - No weight or length restrictions.
3. **Annual Trip Permit (Continuous Trip Permit or CTP):** Annual Over-Dimension Permit (Continuous Trip Permit) issued to exceed legal dimensions. Valid for one year after effective date.
4. **Bridge Structures:** Highway bridges and overcrossings, railroad under crossings, and tunnels.
5. **CCD:** ODOT Commerce and Compliance Division (formerly the Motor Carrier Transportation Division, MCTD).
6. **CDM:** Controlled Delay Method.
7. **Controlling Structure:** The lowest structure over a highway or section of highway that limits routing of over height loads.
8. **CTP (Continuous Trip Permit, aka “Annual Trip Permit”):** Continuous Trip Permit (Annual Over-Dimension Permit) issued to exceed legal dimensions. Valid for one year after effective date.
9. **Critical Route Pairs (CRPs):** Combinations of critical highways that are not to be restricted at the same time (see below). An [interactive map](#) is also available that explains what CRPs are and where they are located. [Refer to [Chapter 2.2: Critical Route Pairs](#)]
10. **D & O:** Delivery and Operations Division (formerly the Highway Division)
11. **Daylight hours:** One-half hour before sunrise until one-half hour after sunset. (Defined in [OAR 734-082-0005\(7\)](#) and [OAR 734-075-0008\(5\)](#))

12. **Delay:** Additional average travel time that will be required to travel from one point to another as a result of construction or maintenance activities. [Refer to [Chapter 2.5: Managing Delay](#)]
13. **Department:** Oregon Department of Transportation.
14. **Development Review:** ODOT develops plans for the state highway system and for an integrated, multimodal transportation system. [ODOT development review](#) provides input about the relationship of local land use decisions to the safety and operations of local highway facilities and opportunities to improve transportation system.
15. **FHWA:** Federal Highway Administration.
16. **Freight Route:** In the context of this manual, *Freight Route* refers to the routes used by trucks, including oversize loads, to move freight. Several maps designate routes trucks are allowed to travel on legally or by permit and show the limitations or allowances established. The following maps are used by ODOT staff to help determine potential temporary or permanent mobility impacts on freight routes.
 - [Reduction Review Routes Map](#): Per [OAR 731-012-0030](#) identify freight routes subject to ORS 366.215 and are designated Oregon Highway Plan (OHP) routes (see definition below).
 - [Freight Mobility Map](#): used when planning highway projects and contemplating possible truck restrictions and/or detours. Shows the most heavily used freight routes as well as routes that have minimal to significant size and weight restrictions.
 - [Oregon Highway Plan - State Highway Freight System Map](#): Refers to identified segments of state highways that carry a significant tonnage of freight by truck and/or serve as the primary interstate and intrastate highway freight connections to ports, intermodal terminals, urban areas, and other states. There are some OHP-designated freight routes that are not also identified as Reduction Review Routes per [OAR 731-012-0030](#).
 - [Oregon State Route Maps](#): Route Map attachments provide the motor carrier moving legal size and oversize/overweight loads with size and weight requirements and/or limitations and provisions of the permit.
 - [Vertical Clearance Standards \(High Route\) Map](#): These “High Routes” are of major significance for the movement of high loads and are primarily on the National Highway System (NHS), but there are portions that are on highways other than the NHS.
17. **HRN:** Highway Restriction Notice.
18. **Local Truck Route:** Important linkages in the movement of freight throughout the state. Local jurisdictions must get consent of ODOT or a county to designate a local truck route on state or county facilities within city boundaries. Local jurisdictions may prohibit the

operation of trucks, machinery, or any other large or heavy vehicles upon any other of its highways that serve the same route or area served by the designated local truck route.

19. **MAC:** Mobility Advisory Committee made up of mobility stakeholders. Membership includes a trucking industry representative, a mobile home manufacturing representative, an oversize load freight representative, a representative of automobile users, a representative of general contractors, a representative of paving contractors, a bicycle representative, and a pedestrian representative. [Refer to [Chapter F5.1b: Mobility Advisory Committee](#)]
20. **MCC:** Mobility Considerations Checklist.
21. **MCTD:** Motor Carrier Transportation Division, now called the Commerce and Compliance Division.
22. **Mobility:** The ease with which people and goods move throughout their community, state, and the world.
23. **MPM:** Mobility Procedures Manual.
24. **MST:** Mobility Services Team.
25. **Nighttime Hours:** One-half hour after sunset to one-half hour before sunrise.
26. **NHS:** National Highway System.
27. **No Restriction:** Means the work zone has no height, length, or weight restrictions and no road/ramp closures; and that the work zone is able to maintain the following horizontal widths for traffic between barriers (or are able to accommodate all unannounced over size loads (on non-Interstates only) if they meet the criteria as defined in definition #2).
Interstate/Multilane Highway:
 - 28 feet for two lanes of one-way traffic
 - 22 feet for one lane of one-way trafficOther 2-Lane Routes on National Highway System (NHS):
 - 28 feet for two lanes of traffic (sing lane each direction)
 - 22 feet for one lane of one-way traffic
28. **OAR:** Oregon Administrative Rules.
29. **OD:** Over-Dimension.
30. **ODOT:** Oregon Department of Transportation.
31. **ORION:** Oregon Routing Information Online. This is a system used by the Commerce and Compliance Division's Over-Dimension Permits 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.

- 32. **ORS:** Oregon Revised Statutes.
- 33. **OTC:** Oregon Transportation Commission.
- 34. **PPC:** Polyester Polymer Concrete.
- 35. **Permanent Reduction:** A reduction subject to [OAR 731-012](#) will be considered permanent if the reduction is intended to be permanently left in place after installation and is not easily removable for short-term expansion of Vehicle-Carrying Capacity. (Permanent structures could include, but are not limited to, traffic signals, signposts, stationary bollards, curbs, trees, raised or depressed medians, roundabouts, streetlights and overhead wiring.) If there is uncertainty as to whether or not a structure is permanent, the Department will provide an opportunity for Stakeholder Forum input. (Defined in [OAR 731-012-0020\(9\)](#)) [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]
- 36. **Policy, Data and Analysis Division** (formerly Transportation Development Division): The Policy, Data & Analysis Division plans and develops Oregon's transportation future. It focuses on providing Oregonians with a balanced, well-connected system.
- 37. **Proposed Action:** Any activity that will alter, relocate, change or realign a state highway including those proposed in planning documents approved by a public agency. (Defined in [OAR 731-012-0020\(10\)](#)) [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]
- 38. **PS&E:** Plans, Specifications, and Estimates. Part of the Project Development Stage of the ODOT Transportation System Project Lifecycle.
- 39. **RVC:** Reduction of Vehicle-carrying Capacity. A permanent reduction in the horizontal or vertical clearance of a highway section, by a permanent physical obstruction to motor vehicles located on useable right-of-way subject to Commission jurisdiction, unless such changes are supported by the Stakeholder Forum. Street markings such as bike lane striping or on street parking are not considered a reduction of vehicle-carrying capacity. (Defined in [OAR 731-012-0020\(11\)](#)) [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]
- 40. **Reduction Review Routes (RRRs):** Identified state highways that require a review under administrative rule prior to a Reduction of Vehicle-Carrying Capacity. For the purposes of this rule, the Reduction Review Routes will be the routes subject to ORS 366.215. (Defined in [OAR 731-012-0020\(12\)](#)) [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]
- 41. **RML:** region mobility liaison.
- 42. **Safety:** The condition of reduced risk of death or bodily injury associated with any mode of transportation as determined by established engineering practice. (Defined in [OAR 731-012-0020 \(13\)](#))
- 43. **SMPAC:** Safety and Mobility Policy Advisory Committee.
- 44. **STIP:** Statewide Transportation Improvement Program.

- 45. **STP:** Single trip permit issued to exceed legal dimensions. STPs are valid for 10 days after effective date.
- 46. **Stakeholder Forum:** A group of stakeholders with open membership that meets on an as-needed basis to advise the Department regarding the effect of Proposed Actions on the ability to move motor vehicles through a section of highway. Statewide transportation stakeholders and local agency(ies) affected by a proposed action will be invited to participate in the Stakeholder Forum meetings. At a minimum, the Department will invite to each Stakeholder Forum; a bicycle representative, pedestrian representative, a trucking industry representative, a mobile home manufacturing representative, an oversize load freight representative, a representative of automobile users, and a representative from any affected city, county or Metropolitan Planning Organization. In the case of a development review (ODOT staff review of a proposed land use action), a representative of the affected development will also be invited to participate in the meeting. ((Defined in [OAR 731-012-0020\(15\)](#)) [Refer to [Chapter 1.3: Oregon Revised Statute 366.215](#)]
- 47. **TCP:** Traffic Control Plan.
- 48. **Temporary Conditions:** Traffic restriction conditions that occur only during the maintenance or construction phase of projects.
- 49. **TMP:** Traffic Management Plan. Provides additional information and documentation regarding decisions made that affect the development of the TCP.
- 50. **Traffic Structures:** Structures that support a signal, sign or luminaire.
- 51. **Vehicle-Carrying Capacity:** The horizontal or vertical clearance of a highway section that can physically carry motor vehicles. (Defined in OAR [731-012-0020\(16\)](#))
- 52. **VC (Vertical Clearance):** The perpendicular distance from the roadway surface to a point on the underside of the structure.
- 53. **Waved Through:** 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 unannounced to provide the required clear distance or the required clear distance was still available. This may result in a slight delay to the oversize load or the traffic behind the load. It is okay to have a small delay as long as the load can get through the work zone.
- 54. **Windows of Opportunity:** These are specific hours and/or days when oversize loads are allowed to move through a work zone unrestricted.
- 55. **WZDT:** Work Zone Decision Tree.

AP2 Mobility Program Background

In 2005, Oregon experienced an unprecedented increase in road and bridge work largely due to passage of the third Oregon Transportation Investment Act (OTIA III). Keeping traffic and freight moving during this time was one of the state's top priorities.

That year, ODOT established a Mobility Program with a program manager located in the director's office, and a freight mobility coordinator working in the Motor Carrier Transportation Division (MCTD). The program was eventually integrated within MCTD's Over-Dimension Permits Unit.

A budget note to House Bill 2041 (OTIA III legislation) directed ODOT and the private sector to develop a strategy to complete the bridge repair and replacement program that maximizes *"ease of traffic movement – contracting strategies that keep traffic moving will minimize effects on other industries and the public."* The strategy was developed in collaboration with key stakeholders, including the American Automobile Association, the Oregon Bridge Delivery Program, the Association of General Contractors, and the Oregon Trucking Association.

In 2017, the Oregon Legislature passed the *Keep Oregon Moving* transportation funding package (House Bill 2017) resulting in even more construction projects for ODOT. That year, the agency decided to create a standalone Mobility Program with additional positions funded through HB2017.

The program is now located in ODOT's Delivery and Operations Division within the Statewide Project Delivery Branch; a move intended to bring the Mobility Program closer to ODOT staff involved in ODOT's transportation system project lifecycle.

Throughout the history of the Mobility Program, ODOT's message on mobility has been clear -- throughout construction and maintenance activities, the goal will be to maintain mobility and keep traffic and freight moving.

ODOT's mobility efforts have:

- (1) worked to minimize delays;
- (2) better evaluated the mobility trade-offs between project alternatives;
- (3) coordinated maintenance and construction work on parallel routes;
- (4) better communicated delays and restrictions to the trucking industry and the general public, and;
- (5) worked in closer collaboration with the freight industry to address mobility impacts/concerns.

Mobility Program Timeline:

- 2003:** ORS 366.215 amended to prohibit reductions in vehicle-carrying capacity on identified freight routes.
- 2005:** OTIA III Legislation passes; Mobility Program created; program manager housed in director's office and Freight Mobility Coordinator located at MCTD.
- 2006:** Freight mobility coordinator position merged with MCTD's OD permit manager position.
- 2013:** OAR 731-012 establishes Stakeholder Forum review process for proposed reductions in vehicle-carrying capacity subject to ORS 366.215.
- 2017:** Standalone Mobility Program created (positions funded through HB 2017).
- 2020:** Program moved to Delivery & Operations Division, Statewide Project Delivery Branch.
- 2020:** Region Mobility Liaison Peer Group established.
- 2020:** Oregon Secretary of State Audit [Report](#) on the Project Delivery Process/Work Zone Safety Improvements.
- 2022:** [Charter](#) established for the Mobility Advisory Committee.
- 2025:** [ODOT Internal Audit Report](#) on the impact s of the Mobility Advisory Committee on project delivery.

AP3 Freight Permitting Overview

AP3.1 Types of Freight Permits

There are two types of freight permits that are issued by the Commerce and Compliance Division's Over-Dimension Permit Unit: Continuous Trip Permits (CTPs or Annual Permits) and Single Trip Permits (STPs). A permit is needed when:

- Width of the load or hauling equipment exceeds 8 feet, 6 inches;²⁹
- Height of vehicle or vehicle combination and load exceeds 14 feet;
- Any single axle weight exceeds 20,000 pounds;
- Any tandem axle weight exceeds 34,000 pounds;
- Gross combination weight exceeds 80,000 pounds;
- Front overhang exceeds 4 feet beyond the front bumper of the vehicle;
- Rear overhang exceeds 5 feet beyond the end of the semi-trailer, or the load exceeds one-third of the wheelbase of the combination, whichever is less;
- Rear overhang exceeds three-fourths of the wheelbase of a solo vehicle;
- Gross weight of a group of axles exceeds allowable weights; and
- Vehicle or vehicle combination length exceeds the allowable length.

a) Continuous Trip Permits (Annual Permits)

Continuous Trip Permits (CTPs) are valid for one year and authorize unlimited trips. The CCD Over-Dimension Permit Unit issues CTPs for overwidth, overheight, overlength, and overweight operations.

Overwidth CTPs allow:

- Loads up to 14 feet wide (requiring a horizontal opening of 16 feet on tangent roadway and 17 feet on most curves) on all Interstate highways and other routes that are shown in black on the [Freight Mobility Daylight Width Map](#).
- Loads up to 12 feet wide during daylight hours (requiring a horizontal opening of 14 feet on tangent roadway and 15 feet on most curves) are allowed to travel on routes shown in blue on the Freight Mobility Daylight Width Map. Daylight hours are defined as one-half hour before sunrise until one-half hour after sunset.

Overheight CTPs allow loads up to 14 feet 6 inches in height (requiring 14 feet 10 inches to provide a 4-inch buffer) to travel on specific routes shown in blue on the [Freight Mobility Over-Height Map](#).

²⁹ Farm implements are exempt from obtaining overwidth permits on non-interstate highways. See ORS 818.100(12) Exemptions from size limitations:

https://www.oregonlegislature.gov/bills_laws/ors/ors818.html

When temporary size and weight restrictions are entered in ORION that impacts CTPs, notifications are sent to annual permit holders at least 21-days in advance. This is accomplished with an electronic notification describing the nature of the restriction and its associated duration and authorized detour route, if one exists.

b) Single Trip Permits

Single Trip Permits (STPs) are valid for 10 days and include superloads. The CCD Over-Dimension Permit Unit issues STPs for overwidth, overheight, overlength, and overweight operations.

Loads traveling under an STP permit are typically much greater in size and weight than what is authorized on a CTP permit. The carrier is issued a route-specific permit for the load based on its dimensions, and it may be routed on any highway that has been approved for its size and weight. STP permits are routinely issued for loads 14-20 feet wide, and on occasion even wider loads. These loads may also be overheight (over 14 feet to 17 feet and greater), overlength (up to 199 feet and greater), and overweight (200,000 pounds and greater).

Restrictions that impact only STPs require entry of the temporary size and weight restriction 14 days in advance of the start of work. STPs are good for travel within a 10-day period and can be purchased up to 4 days in advance. Therefore, the 14-day period allows the CCD Over-Dimension Permit Unit to finish processing permits that have already been requested, stop issuing permits for the period when the highway will be restricted, and allow STPs that have already been issued to expire.

AP3.2 Delivery and Operations Division Process for Over-Dimension Permit Requests

The CCD Over-Dimension Permit Unit has been provided a blanket authorization from ODOT districts across the state allowing them to issue overwidth permits up to certain dimensions on Oregon highways. The specific routes, widths, and specific pilot car requirements are found in the *District Guide to Pilot Vehicle Requirements*.³⁰

When the dimensions of a load exceed what is authorized by the blanket authorization, the OD Permit staff contact the road authority to route and approve the load to move. The District Manager is the road authority (through delegation from the chief engineer) and may authorize oversize permits exceeding the provisions of rule and statute if the movement would be in the public interest and can be done safely.

³⁰ Oregon Department of Transportation, *District Guidelines to Pilot Vehicle Requirements*, October 2025: <https://www.oregon.gov/ODOT/MCT/Documents/pilotcarguide.pdf>

AP4 Case Studies

AP4.1 Communication, Coordination & Alternate Construction Method

The Mill Creek Bridge Project, on US 26 in Wasco County, addressed a bridge deck failure on a historic steel truss structure. The project, located on the Warm Springs Indian Reservation, was surrounded by sensitive archaeological sites, cultural sites, and endangered species. The only detour route available to trucks would take them a great distance off their route causing extensive delays. The project was on a primary freight route carrying 5,000 vehicles per day, including a significant truck percentage (15%).

The project team engaged the Mobility Services Team early and identified impacts on freight mobility and the need to involve industry. The Mobility Services Team communicated with stakeholders and invited key industry representatives to meet with the project team.

The result was an alternate construction method that had been successfully used in other states to accelerate the work. By analyzing the shipping schedules for freight along this route, along with the traffic patterns for regular vehicles, a closure schedule was agreed upon which minimized impacts to the freight industry and the traveling public. The roadway closed for four days each week starting on Sunday night. Sections of the deck were replaced with new pre-cast sections, and the route was reopened to traffic each Friday morning without restrictions. The Mobility Services Team and the industry representatives communicated the restrictions to industry stakeholders so they could schedule their trips to coincide with the route's open times.

AP4.2 Maintaining Vertical Clearance

The Lancaster Drive Bridge portion of the OR22: North Santiam Highway Bridge Repairs Project addressed a failing concrete structure that crossed over a high-volume roadway. This route already had a vertical height restriction in place.

To strengthen and repair the structure, steel plates on the top of the deck would be bolted to other plates on the bottom of the deck to provide additional support. Unfortunately, the existing vertical clearance of the structure was already only 15' 3". By bolting steel plating to the bottom, the vertical clearance would be reduced by an additional 2" – 2½".

To determine the impacts of further reducing the vertical clearance on this structure, the Mobility Services Team and freight industry stakeholders were contacted. Due to the severity of the impacts to freight mobility along this freight route, additional options to reinforce the bridge without reducing the vertical clearance were researched. The bridge designer found a way to provide the needed structural reinforcement without reducing the portal height. The needed repairs were made without restricting freight mobility.

AP4.3 Minimizing Weight Restriction Impacts

The Cordon Road Bridge on the North Santiam Highway in Marion County had a failing concrete structure that crossed over a high-volume roadway. This route is the primary freight detour route when closures on I-5 in the Salem area are needed. The route is also the only available detour for mobile home traffic that exceeds 16' 2".

To strengthen and repair the structure, it was determined that crack sealing and epoxy dowelling were needed to provide structural reinforcement. Considering the weakness of the bridge, drilling holes into the existing supports to install the dowels weakened the bridge enough that it needed to be weight restricted during construction.

As soon as it was determined the weight restrictions would be necessary, ODOT Policy PMT 06-01 went into effect. The Mobility Services Team, key ODOT staff, and freight industry stakeholders were contacted to establish a plan and a suitable detour route. The duration of the weight limitations was limited to times with the least impacts to traffic. Weight restrictions and closures were planned to provide windows for the over-height vehicles to cross at times that the bridge was not restricted. Using input from all parties involved, the project team set up a detour and staging plan that reduced delays and minimized impacts to mobility.

AP4.4 Minimizing Horizontal Clearance Impacts

The Siuslaw River Bridge Project along the Oregon Coast Highway addressed a failing metal grid deck on an old double bascule draw span. Built in 1936, the bridge only provided 27 feet of usable roadway width. This structure is the only crossing of the river for many miles and carries around 12,200 vehicles per day, including many trucks and recreational vehicles.

Due to the high traffic volumes and the importance of keeping the route open, the project team decided that staged construction would work better than a full closure with detour. The length and nature of the structure made it impractical to build a detour structure or widen the existing structure during construction. To stage the deck replacement, this project would need to further restrict a bridge that was already very narrow.

To determine impacts of reducing the horizontal clearance, the Mobility Services Team and freight industry stakeholders were contacted, and research was done to develop options.

Since impacts could not be avoided, efforts were made to accelerate construction and minimize the duration of the impacts. Specific construction timeframes were identified, and aggressive construction windows were set. A few days were also provided between stages for full, unrestricted traffic and freight flow. Communication protocols were established, so that industry stakeholders could prepare for these openings and maximize each day the bridge was unrestricted. Through effective communication and planning, the impacts to freight mobility were minimized.

AP4.5 Minimizing Detour Impacts

The Chehalem Creek Bridge Project, along OR 240 in Yamhill County, addressed a failing timber structure surrounded by wetlands, endangered fish habitat, and a FEMA flood plain. The route carried 7,000 vehicles per day, including a significant truck percentage (8.2%). Due to the excessive environmental impacts and costs associated with a temporary bridge or staging scenario, the option for an off-site detour was selected.

Initially, a 1/2-mile detour was identified using county roads. This route worked well for passenger cars but would not accommodate freight. One of the bridges along the route was weight restricted and the turning radii at the intersections were too sharp for trucks.

By working with the Mobility Services Team and the freight industry, the project team identified a longer detour route that had previously been utilized as an emergency truck detour. Although this route was four times longer, the actual out-of-distance travel was the same.

Since the delay time was considered a significant impact to the trucking industry, modifications to the detour were implemented to reduce the delay time. The modifications included radii improvements to three intersections, eliminating a four way stop along the route, changing through and stop movements at several intersections, and improving the sight distance along the route. The project team was able to provide free-flow conditions along the route, avoiding back-ups and minimizing delay.

Construction was completed in about a quarter of the time that would have been needed to stage the construction. Overall cost was also reduced without impacting the sensitive environmental concerns. The infrastructure of the local road system was enhanced, freight and other traffic experienced minimal delays and the work zone was much safer by removing active traffic from the construction site.

AP4.6 Minimizing Staging/Detour Impacts

The Lake Creek Bridge Project, along US 20 in Jefferson County addressed a failing concrete structure on a freight route surrounded by sensitive wetlands, endangered fish habitat, and archaeological sites. This route carried 5,500 vehicles per day with severe weekend fluctuations and had a very high truck percentage (23%). To further complicate the situation, the project was located at the bottom of a steep grade.

To minimize impacts, the team considered a single lane detour controlled by a temporary traffic signal or flaggers. It was noted, however, that significant queuing and delays would result from stopping trucks at the bottom of the grade. With a high percentage of truck traffic along this route, queues would backup for miles into sharp corners. Attempting to stop heavily loaded trucks going down the grade created another dangerous concern.

Considering the needs of the freight industry, the project team selected a second option that utilized a two-lane detour, allowing for safe passage of all traffic without excessive queuing. The reversing curves in the detour alignment were modified to permit truck traffic to travel

through the construction zone at only a slightly reduced speed. This option did not force freight traffic to stop at the bottom of the steep grade before going up, or stop traffic while going down the grade, significantly reducing delay time. With the two-lane detour, over-dimensional loads did not need to be restricted from the route during construction, and traffic was able to travel this route with minimal delays.

AP4.7 Alternative Construction Methods/Materials

The Mill Creek Bridge Project, along US 26 in Wasco County, addressed a bridge deck failure on an historic steel truss structure which is one of the highest bridges in Oregon. The bridge is located on the Warm Springs Indian Reservation and is surrounded by sensitive archaeological and cultural sites and endangered species. It is a primary freight route that carries 5,000 vehicles per day, with a significant truck percentage (15%). Initially, three options were considered:

1. Close the road and detour all traffic until the bridge is completed.
2. Build a single-lane detour bridge and alternate traffic along it.
3. Re-align the highway and build a parallel structure.

ODOT could not re-align the highway due to the excessive cost and environmental impacts. A single lane detour bridge could not be used due to adverse roadway geometry and safety concerns with traffic backing up into sharp curves. The roadway also could not be closed during construction as there were no suitable detour routes, and the impacts to freight and the public would be extreme (\$265K to \$316K per day).

By meeting with the Mobility Services Team and representatives from the freight industry, the project team identified alternative materials and methods successfully used in other states. The team decided to use a new process (exodermic deck replacement) used in New York and Illinois that required only short-term closures. The process enabled them to replace small sections of the bridge with precast modular joint panels which fit together like a large jigsaw puzzle. The roadway was closed four days each week starting on Sunday night, as sections of the deck were cut out and replaced with new precast ones. The route was reopened to traffic each Friday morning without restrictions. The contractor worked 24 hours a day during the closures and the deck was replaced in four weeks.

By working closely with the Mobility Services Team and freight stakeholders, it was determined when the route should be opened and closed, so truckers could plan their trips. Since the closures occurred on a set schedule, fewer vehicles were required to use the extensive detours. With the exodermic deck replacement process, the project did not have any impacts on the sensitive cultural, archaeological, or environmental sites adjacent to the bridge. By coordinating the closures with the traffic flows, the deck was successfully replaced with minimal impacts to traffic and freight mobility and greater safety to the contractor and the traveling public.

AP5 Design Exception Cost-Benefit Assessment

AP 5.1 Background

In 2007 the Commerce and Compliance Division (CCD), completed a study on the frequency of permitted loads that were over dimensional for height, which resulted in the Vertical Clearance Standards we use today. From the collected data, it was determined that the actual measured height of bridges needs to be at least 17' – 4". The study also identified the routes that are of major significance for the mobility of high loads. These "High Routes" are primarily on the National Highway System (NHS), but there are portions that are on non-NHS highways.

In rare cases, the cost of increasing the vertical clearance will be very high with little or no benefit to freight traffic using the route. This may occur when there are several unrestricted routes near the route in question. In these cases, the Mobility Services Team, in collaboration with the CCD Over-Dimension (OD) Permits Unit, will contact industry representatives and will perform an informal cost-benefit assessment to determine whether the load routing will be impaired if the vertical clearance for a substandard structure is not addressed. If the Mobility Services Team and OD Permits Unit determines that the load routing will not be impaired and the industry representatives concur, then the project can be reviewed for a design exception.

AP 5.2 Potential Project Scenarios

- a) A local jurisdiction is replacing a structure that crosses over a state highway. There is a significant cost increase if they are required to maintain the current vertical clearance and are inquiring if a lower height would be adequate.
- b) A structure on the Interstate that crosses over a local road is being replaced. The Region indicates that increasing the height to meet the vertical clearance standards will be difficult and want to know if oversize loads are routed under this structure at all. Are they able to maintain the existing vertical clearance instead of increasing the height?
- c) The Bridge Unit is trying to prioritize structures that need work and want to know which ones would benefit the trucking industry more if they were able to provide more height.

AP 5.2 Course of Action

1. Formulate a request:

The Region Manager should send an email request to the Commerce and Compliance Division (CCD) Administrator. The CCD Administrator would ask the Over-Dimension Permit Manager to perform an informal cost-benefit assessment to determine whether the load routing will be impaired if the vertical clearance is not maintained or increased.

2. CCD OD Permits will perform an informal cost-benefit assessment and contact industry:

The CCD review/response would include the following (as applicable):

- Identification of the over-dimension permits allowed (e.g. allows continuous trip log truck/pole trailers, mobile homes, etc.)
- Identify the highway classification per the Vertical Clearance Standards – Section 317 of the Highway Design Manual (e.g. High route, NHS Non-High Route, Non-NHS & Non-High Route).
- Indicate pilot vehicle requirements & any special requirements.
- Identify the types & frequency of loads moving.
- Include pinch point, up & over, and detour routes information
- An analysis indicating why increasing the height would or would not improve routing; or an analysis why maintaining or potentially lowering the height would be acceptable.

If the CCD analysis indicates load routing will not be impaired, the CCD Administrator will approach the affected industry and seek their concurrence.

3. If CCD determines that the load routing will not be impaired and the industry representatives concur, then the project can be reviewed for a design exception.

- The CCD Administrator will notify the Region that the industry is supportive of the vertical clearance standard.
- The region should seek a design exception from the statewide roadway engineer and provide supporting documents.

AP6 Summary of Freight Industry Commitments

Note: The Mobility Program saves and maintains copies of the original memos/emails.

Table 8: Summary of Freight Industry Commitments

Commitment Subject	ODOT Director	Date	Purpose
Self-Propelled Vehicles Weight Table 4	Bruce Warner	3/26/2002	Documents an agreement made to allow continuous trip permits for self-propelled vehicles up to weight table 4 .
Rolling Stop Traffic Control Alternative for Over-Dimension Loads	Bruce Warner	3/26/2002	Documents history of the rolling stop traffic control method for over-dimension permits and the need for ODOT to engage stakeholders before making any changes to the procedures and/or locations.
Bridge Restrictions Communication Requirements	Bruce Warner	3/26/2002	Requires effective communication for weight restricting bridges resulting from both emergencies as well as planned STIP construction projects. ODOT policy PMT 06-01 was updated to reflect this.
Pavement Overlays	Bruce Warner	3/26/2002	In 2002, pavement overlays were identified as having added substantial dead weight to some bridges resulting in a reduced carrying capacity of the bridges for live loads (e.g., heavy vehicles). This was addressed and resolved in 2002.
Assuring Freight Mobility in our Operations, Maintenance and Construction Activities	Bruce Warner	12/22/2004	To implement the OTIA III program, a comprehensive and focused effort was developed to assure freight mobility is factored in all of ODOT's activities and projects.
Vertical clearance (VC)	Bruce Warner	12/22/2004	ODOT will NOT reduce existing Vertical Height Clearance on the interstate "except when it absolutely cannot be avoided." A VC policy was adopted, and it is understood that such an exception to this requirement would be rare. It was agreed that maintaining at least 17 feet of clearance in our structures is critical to movement of large loads throughout the state. It was also agreed that ODOT would design our new structures to plan for future overlays so that 17-foot level would not be compromised in the future. Technical Services Bulletin on Vertical Clearance Standards, TSB 08-03(B) was implemented to

Commitment Subject	ODOT Director	Date	Purpose
			reflect that agreement and is now incorporated in the Highway Design Manual .
Statewide Freight Mobility Manager	Bruce Warner	12/22/2004	The Director affirmed the importance of the Statewide Mobility Manager (air traffic controller) being housed in the Director's Office and reporting to the Executive Officer for Highway. <i>Note: No longer applies due to Organizational Change under Director Matt Garrett.</i>
Construction Project Restriction Notification Process	Bruce Warner	12/22/2004	Director Warner shared the following agreed-to points regarding the restriction notice process: • The process is intended to be collaborative between ODOT and industry. • Industry is to participate in initial and continuing conversations about detour alternatives and mitigation requirements. The purpose of this requirement is to enable ODOT to take advantage of industry practical knowledge and to build trust between the parties. • ODOT staff are not to work to reach a conclusion on the best detour or other traffic changes before beginning an earnest conversation with industry. • Some less complicated projects can be discussed via telephone conference call. More complex projects posing thorny detour or mobility issues are best discussed face to face with industry representatives. <i>Note: Policies & Procedures have been developed over the last several years to ensure stakeholders are involved in the projects that impact mobility from planning through construction & maintenance. These are included in this manual and the Mobility Advisory Committee Charter.</i>
Horizontal Width Standards - Bulletin No. HDM-05	Bruce Warner	04/01/2005	Manufactured houses are now allowed to be 16' wide and 16'-4" high. The current ODOT Design Standard for horizontal clearance is 16' between barriers and 16' for vertical clearance. Revising design standards for horizontal and vertical clearances is critical since ODOT is entering into a large construction program to replace or repair many aging bridges on the Interstate facilities. These aging bridges are typically narrow and may not have adequate vertical clearance for the new loads. Discussion: Horizontal clearance standards needed to accommodate a 16' width load are directly related to the curvature of the roadway. The standard crossover for traffic control during construction is limited to a 2 degree curve (2865'/875 m radius). Horizontal radius of our

Commitment Subject	ODOT Director	Date	Purpose
			freeway system is limited to 3.25 degree curve (1765 ' /540 m radius) for flat and rolling terrain, and 5 degree curve (1145 ' /350 m radius) for mountainous terrain. The clear width between barriers will need to be increased only when traffic is constrained to a single lane due to construction as the two-lane width will accommodate the 16' loads. Based on the given constraints, a track width of 17 '-0" was determined to be the maximum impact horizontally, within the maximum curvature specified. An additional foot of shy distance is included in each side of the load, thus the required width of the horizontal clearance will be 19' -0". ACTION: The standard horizontal clearance envelope will be a minimum of 19'-0" for interstate freeways. An additional two feet (2 '-0") will be added to the horizontal clearance envelope to any obstacle that is 8 '-0" or higher. The standard vertical clearance envelope will be 17 '-6" for all new construction/reconstruction, inclusive of 0'-6" for future overlay. Where a structure crosses over PCC (Portland Cement Concrete) pavement, the designer will discuss the appropriate clearance with the Pavements Unit. For 3R, structures between 16'-0" and 17'-0" will at least maintain the existing clearance. For clearances less than 16' -0", raising the structure and/or lowering the roadbed will be considered. Based on notification agreements between MCDT and ODOT Maintenance, MCTD will be notified if the horizontal clear distance is less than 22 '-0".
ODOT Director Matthew Garrett memo to Traffic Mobility Steering Committee	Matthew Garrett	04/20/2006	Stakeholders at the Traffic Mobility Steering Committee meeting on March 16, 2006, agreed to continue to uphold all the commitments, decisions and agreements contained in the Highway Mobility Operations Manual. Amendments would need to go through the steering committee. <i>Note, the other agreements were related to OTIA work (e.g. Stage 1, 2, 3 work) and no longer apply.</i>
Sunrise/Sunset Exceptions	Matthew Garrett	04/22/2011	During the project development phase, when the traffic engineers or project development team determine longer work hours are needed, and horizontal width standards cannot be maintained for work occurring between April and August, project teams can seek an exception to encroach into the daytime hours to allow for a longer work window (up to 12 hours). These exceptions are called Sunrise/Sunset Exceptions, which

Commitment Subject	ODOT Director	Date	Purpose
			are exceptions to OAR 734-082-0005 allowable overwidth movement hours. These exceptions have now been engrained into the project review process by the Mobility Services Team. These hours are now requested and discussed with the MAC during the project development phase, and MAC members can ask for different hours contingent upon work that is taking place on the same corridor (or paired critical route); or the MAC may ask that mitigations be made to allow over-dimension loads to move during the encroaching hours into daytime.

AP7 Expedited Mobility Reviews

AP 7.1 ADA Program Projects

The ADA Program was granted an expedited mobility review process as well as a partial exemption to the required documents as needed due to tight turn-around deadlines. Expediting the review process and waiving certain requirements helps ensure the ADA Program meet the settlement requirements.

An [ADA Program Expedited Review Process Guide](#) is available with detailed information and exceptions.

This expedited process only applies to ADA Program projects with permanent and/or temporary mobility impacts, and not other projects that happen to have ADA-related improvements.

AP 7.2 Vulnerable User Crash Response (VCR) Program Projects

The Mobility Services Team will provide an expedited mobility review process for VCR projects to help mitigate the tight deadlines associated with the “responsive” approach to addressing vulnerable user safety.

A [VCR Program Expedited Review Process Guide](#) is available with detailed information and exceptions.

In general, VCR projects:

- Include a variety of project scopes
- Are typically performed by district office/maintenance crews (though some may be contracted out)
- Are smaller in scale, with a maximum budget cap of \$750,000 per project
- May result in permanent impacts, temporary impacts, or both
- Are typically developed and constructed in less than a year

AP8: Documents and Forms Referenced in this Manual

The following tables list the various Oregon Revised Statutes and Administrative Rules, Federal Regulations, ODOT policies, directives, operational notices, manuals, maps, forms and other guidance referenced in this manual.

Table 9: Documents and Forms Referenced in this Manual

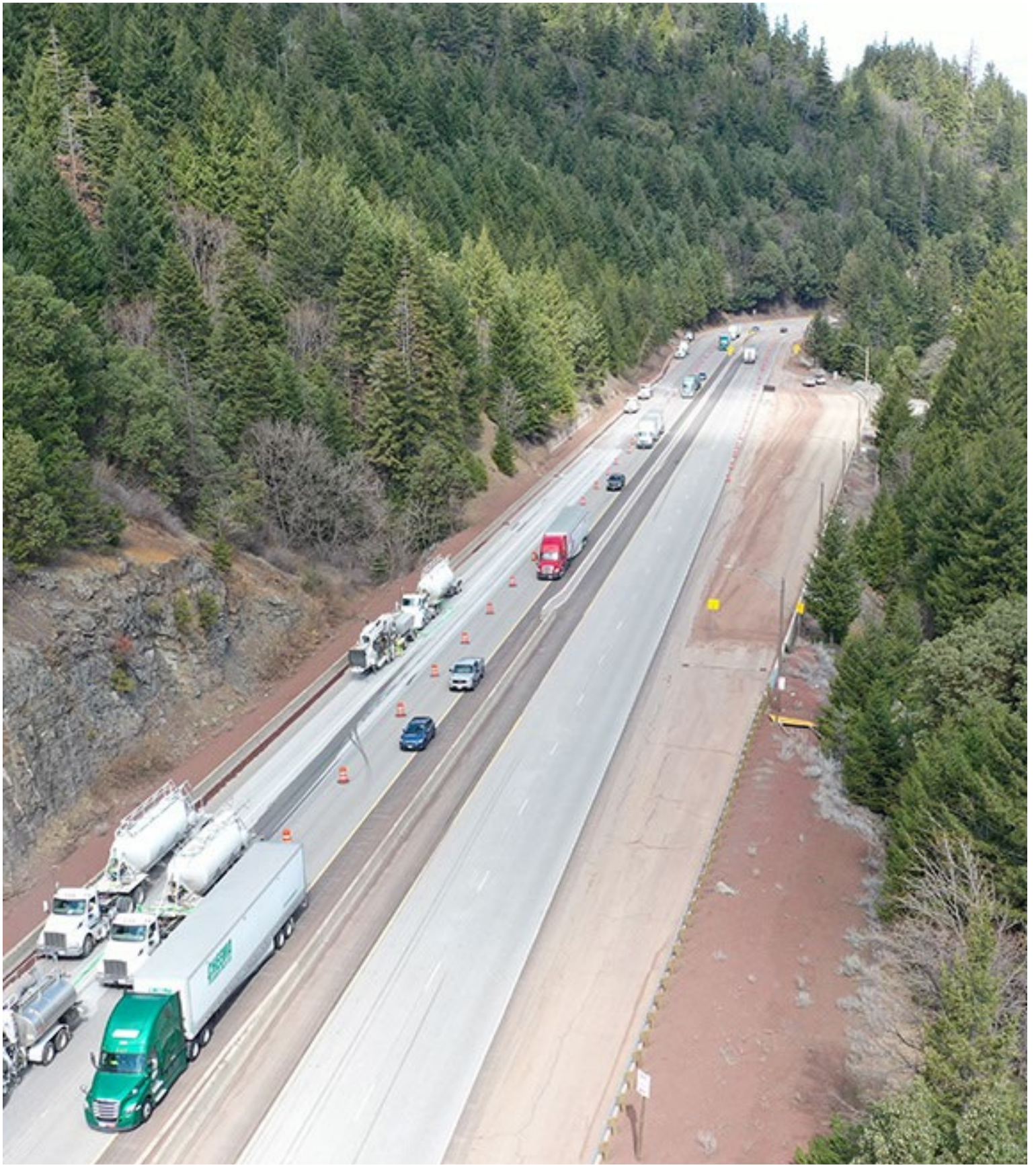
Document Title	Applies to...	Document Type	Details
Critical Route Pairs Explained	Temporary Restrictions	Map	Tool that explains and shows the location of statewide Critical Route Pairs.
Critical Route Pairs GIS Map	Temporary Restrictions	Map	Interactive GIS map showing projects with planned restrictions on Critical Route Pairs.
Daylight Width Map	Permanent and/or Temporary Reductions/ Restrictions	Map	Shows allowable daytime widths for annual trip permits
Federal Highway Administration Rule 23 CFR Part 630 Subpart J: Work Zone Safety and Mobility	Temporary Restrictions	Federal Rule	• Work Zone safety and mobility policy. • State-level processes & procedures. • Significant projects. • Project-level procedures. Implementation.
Freight Mobility Map	Permanent and/or Temporary Reductions/ Restrictions	Map	• Describes statewide freight routes for mobility coordination

Document Title	Applies to...	Document Type	Details
Highway Restriction Notice (HRN) (form 734-2357)	Temporary Restrictions	Form	Form that must be submitted by contractors to the applicable Construction Management Team (including Resident Engineers, Resident Engineers – Consultant Projects and Local Agency Liaisons) before any roadway freight restriction condition can be implemented.
Mobility Advisory Committee Charter and Appendices	Permanent and/or Temporary Reductions/ Restrictions	Charter	Full charter document that includes all appendices.
Mobility Advisory Committee Presentation Template Instructions and Links	Permanent and/or Temporary Reductions/ Restrictions	Template	Instructions and links for using the PowerPoint templates for Mobility Advisory Committee (MAC) presentations.
Mobility Considerations Checklist (form # 735-9983)	Temporary Restrictions	Form	Form used to assess and identify potential impacts to work zone safety and mobility during the project development phase.
Mobility Considerations Checklist Guide	Temporary Restrictions	Manual	Guidance for filling out the Mobility Considerations Checklist (Form# 735-9983).
Mobility Engagement Guidance for Intersection Improvements and Roundabouts	Permanent Reductions	Manual	Provides guidance for successfully engaging with the Mobility Advisory Committee on intersection improvement projects that potentially result in roundabouts on the state highway system.
Nighttime Width Map	Permanent and/or Temporary Reductions/ Restrictions	Map	Shows allowable nighttime widths for annual trip permits

Document Title	Applies to...	Document Type	Details
ODOT Directive TRA 10-16: Guiding Principle for Work Zone Safety	Temporary Restrictions	Highway Directive	Guidance for implementing the Work Zone Safety Guiding Principle and Work Zone Decision Tree including: • Scoping Documentation. • Design Acceptance. • Mobility Coordination. • Final PS&E. • Construction. • Process Review & Lessons Learned.
ODOT Highway Design Manual	Permanent Reductions	Manual	• Vertical Clearance on Highways (Chapter 4.5.1) • Median Design (Chapter 4.3) • Intersections, including proposed roundabouts (Chapter 8) • ORS 366.215 impacts (referenced in several chapters)
ODOT Highway Directive DES-02: Roundabouts on State Highway System	Permanent Reductions	Highway Directive	Expectations and processes concerning freight mobility to be followed whenever a roundabout is proposed to be installed on the state highway system.
ODOT Policy PMT-06-01: Size and Weight Restrictions on State Highways	Permanent Reductions	ODOT Policy	Bridge Load Restrictions including roles and responsibilities.
ODOT Project Delivery Operational Notice PD-12 (Public Involvement Expectations)	Permanent and/or Temporary Reductions/ Restrictions	Operational Notice	• Public Involvement Expectations • Accountability • Roles and Responsibilities.
ODOT Project Delivery Operational Notice PD-16 (Mobility Program Mgmt.)	Permanent and/or Temporary Reductions/ Restrictions	Operational Notice	• Communications • Restrictions • Roles & Responsibilities • Key Policy Considerations • Region Expectations

Document Title	Applies to...	Document Type	Details
ODOT Traffic Control Plans Design Manual	Temporary Restrictions	Manual	Provides traffic control plan design standards, guidelines, policies, and procedures to be used in the development of a temporary traffic control plan.
ODOT Traffic Manual	Permanent and/or Temporary Reductions/ Restrictions	Manual	• Temporary Traffic Control (Chapter 306) • Proposed roundabouts (Chapter 403)
Oregon Administrative Rule (OAR) Chapter 731, Division 12: Reduction of Vehicle-Carrying Capacity	Permanent Reductions on Reduction Review Routes	Administrative Rule	Implements ORS 366.215. Purpose is to define terms, identify a review process and facilitate communication and development of consensus during this review process.
Oregon Revised Statute (ORS) 366.215	Permanent Reductions on Reduction Review Routes	State Statute	Creation of state highways; reduction in vehicle-carrying capacity.
ORS 366.215 Consent Calendar Request Form (form # 735-9995)	Permanent Reductions on Reduction Review Routes	Form	Submitting low-impact permanent reduction projects subject to review under ORS 366.215.
Project Level Transportation Management Plan (TMP) Template	Temporary Restrictions	Template	TMP document organization and design is standardized in template form.
Reduction Review Routes subject to ORS 366.215	Permanent Reductions on Reduction Review Routes	Map	Routes subject to ORS 366.215, viewed as a layer in ODOT's TransGIS map site.
Transportation Management Plan (TMP) Project Level Guidance Manual	Temporary Restrictions	Manual	Outlines the development, content, and purpose of the Project-Level TMP.
Truck Access into Roundabouts Study	Permanent Reductions (Roundabouts)	Report	A study that evaluated the operational efficiency and ability for heavy trucks to enter and traverse congested roundabouts.

Document Title	Applies to...	Document Type	Details
Vertical Clearance Standards Map	Permanent and/or Temporary Reductions/ Restrictions	Map	Shows designated high routes, NHS routes and other routes.
Work Zone Decision Tree (form # 734-5042)	Temporary Restrictions	Form	Used to evaluate all work zone safety options throughout the life of a project.



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