



Oregon

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Oregon Department of Transportation

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File Code:

TO: District Managers

FROM: Luci Moore 
State Maintenance Engineer

SUBJECT: Notification of Bridge Clearance Changes

Oversize load trip permits are given based on the information that Motor Carrier OD Permits Unit has access to. If an activity reduces the bridge clearance without them knowing about it, there is the potential that a vehicle that is too tall for the actual space will hit the structure and both the vehicle and the structure could be damaged. Processes are being put in place for all groups that could be affecting existing bridge clearance to ensure timely notification of the change to the Permit processors.

We need to establish formal procedures for District Offices to notify Motor Carrier for reductions to bridge clearances due to maintenance activities or contracts.

This procedure applies to any activity that reduces the existing bridge clearance by more than ½ inch.

For activities that reduce the bridge clearance by more than ½ inch the following actions are required.

If the existing bridge has an existing clearance of less than 17'6" for the interstate or 17' for non-interstate bridges, or you plan to reduce clearance below those thresholds, Motor Carrier OD Permit unit must be provided with at least 30 days notice of the planned reduction in writing.

If clearances will stay above 17'6" on the interstate and 17' off of the interstate, no prenotification is required.

The new bridge clearance heights will be measured and reported to Motor Carrier OD Permit unit within 30 days of completion. Measurements will be accurate to the nearest ½ inch and recorded to the nearest 100th of a foot.

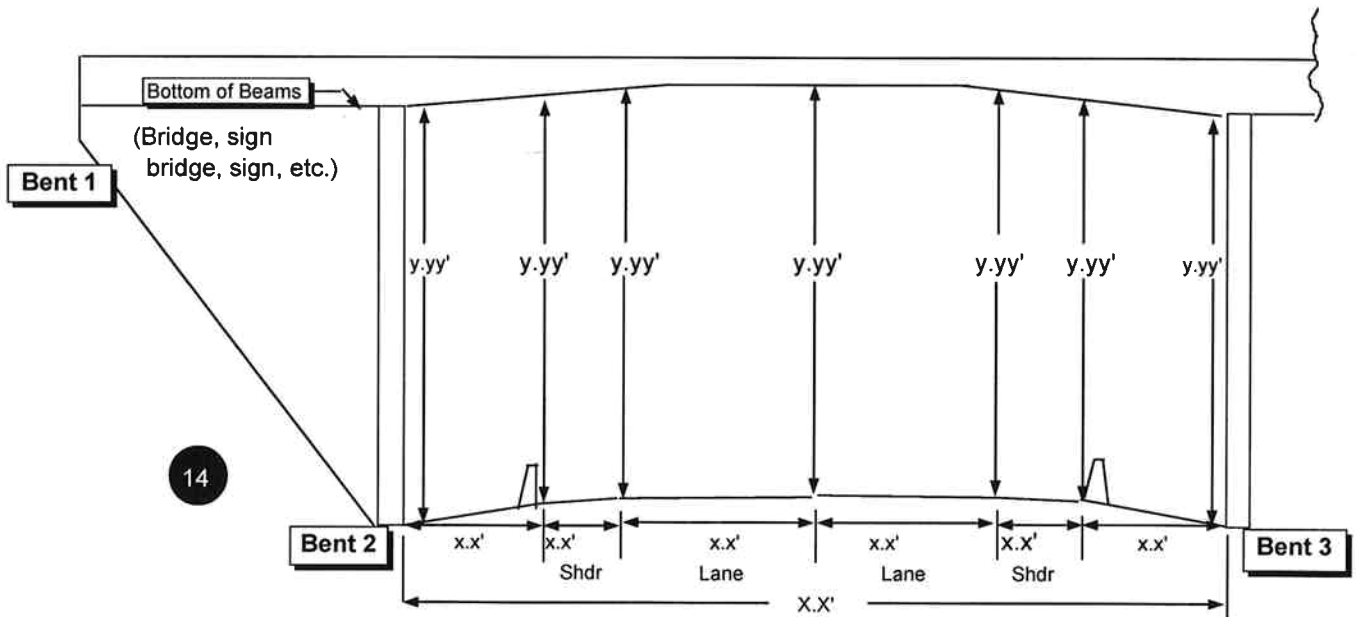
The clearance will be measured on both sides of the bridge and at all locations required on the attached form and documented on the form. The completed form will be faxed to Motor Carrier OD Permits at 503-378-2876.

The information will also be faxed to the Bridge Section at 503-986-3407 to keep the bridge logs up to date.



STANDARD VERTICAL CLEARANCE (Permanent Clearance Reduction)

PROJECT NAME 1			CONTRACT NO. 2		
BRIDGE NAME 3			BRIDGE NO. 4		
DATA COLLECTED BY 5	DATE DATA COLLECTED 6	HWY. NO. 7	MILEPOINT 8		
	SURVEYOR SIGNATURE 9			DATE 10	
	PRIME CONTRACTOR SIGNATURE 11			DATE 12	
DATE REDUCTION OCCURRED 13					



Note: Enter direction diagram is looking.

A digital photo is attached. 15
 Survey notes are attached. 16

Distribution:
 ODOT Project Manager
 Motor Carrier
 Region Bridge Designer
 Region Bridge Maintenance
 Construction Section, CSU
 Bridge Engineering

Note: Any structure below 17'-6" on Interstate and 17'-0" on other state highways, Motor Carrier must receive a copy of this completed form 30 days prior to actual reduction. Actual measurements on all structures must be submitted within 30 days of the reduction taking effect.

STANDARD VERTICAL CLEARANCE FORM INSTRUCTIONS

The numbers below correspond to the numbers on the attached copy of the Standard Bridge Clearance form.

Note: Measurements must be taken and a new form completed for each outside girder (i.e., two forms per direction)

1. Enter the name of the construction project.
2. Enter the construction project's contract number.
3. Enter the Bridge Name. Agency will provide this information, if it is not included in the Contract Plans and Specifications.
4. Enter Bridge No. Agency will provide this information, if it is not included in the Contract Plans and Specifications.
5. Enter name of the company and individual who collected the data. Include business address and phone number.
6. Enter the date that the data was collected.
7. Enter the highway number of the route going under the structure. Agency will provide this information.
8. Enter the under-route milepoint. Agency will provide this information.
9. Surveyor signature.
10. Date Surveyor signs form.
11. Prime Contractor representative signature.
12. Date Prime Contractor representative signs form.
13. Enter the date that the clearance reduction occurred.
14. Plot or insert a diagram of the clearance diagram looking at increasing milepoints along the route going under the structure. (All bents are numbered with increasing milepoints or addresses along the route carried by the structure.) You can plot the diagram within this form or insert a diagram from another file. You will need to unprotect the form (by using the button) to insert a diagrams. The following list identifies all of the items that must be included on the diagram. All measurements must be to an accuracy of 0.01 feet.
 - a. Draw and label each bent.
 - b. Draw and label the top of the deck.
 - c. Draw and label the bottom of the bridge profile. Take all field measurements

- perpendicular to the roadway under the structure.
- d. Show Horizontal dimensions from face of bent to front face of barrier.
- e. Show shoulder widths.
- f. Show lane widths.
- g. Show vertical clearance at face of bents.
- h. Show vertical clearance at face of barriers.
- i. Show vertical clearance at fog lines.
- j. Show vertical clearance at edge of all travel lanes.
- k. Note the direction the diagram is looking.

15. Attach a digitized photo to the form.

16. Attach a copy of the survey notes to the form.