



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION

**CLEARANCE TRANSMITTAL**

C-10-004

Date Sent: 03/01/2010

Date Due: 03/29/2010

Send to Organization Checked Below      Coordinated with Checked Below

Step 1 Internal       Step 1 External       Step 2

- Secretary of Transportation
- Comptroller's Office
- Office of Chief Counsel
- Office of Legislative Affairs
- Press Office
- Deputy Secretary for Administration
- Bureau of Maintenance and Operations
- Bureau of Highway Safety and Traffic
- Bureau of Construction and Materials
- Bureau of Design
- Bureau of Office Services
- Deputy Secretary for Aviation
- Bureau of Aviation
- Bureau of Rail Freight, Ports, and
- Deputy Secretary for Highway Administration
- Chief Engineer
- Bureau of Construction and Materials
- Bureau of Design
- Bureau of Highway Safety and Traffic
- Bureau of Maintenance and Operations
- Engineering District 1-0
- Engineering District 2-0
- Engineering District 3-0
- Engineering District 4-0
- Engineering District 5-0
- Engineering District 6-0
- Engineering District 8-0
- Engineering District 9-0
- Engineering District 10-0
- Engineering District 11-0
- Engineering District 12-0
- Deputy Secretary for Local and Area Transportation
- Bureau of Public Transportation
- Deputy Secretary for Planning
- Bureau of Municipal Services
- All District Traffic Engineers
- All District Permit Manager/Supervisors
- All District ADE - Maintenance
- All District ADE - Construction
- All District ADE - Services
- All District ADE - Design
- All District Traffic Signal Supervisors
- All District Bridge Engineers
- Federal Highway Administration
- Pennsylvania Asphalt Pavement Association
- Associated Pennsylvania Constructors APC
- Mike Dzurko, BHSTE
- Tom Macioce, BOD
- Tom Haist, OCC
- William Cressler, OCC
- Mike Ryan, Baker Consultants

**FROM:** Daryl St. Clair, P.E., Acting Director, Bureau of Highway Safety and Traffic Engineering

The attached material is submitted for your review and comments in accordance with standard review procedures. If not returned by the due date, we will consider the material approved unless advised otherwise.

**TITLE:** Publication 31 - Special Hauling Permit Manual - Extreme Super Loads.

**REMARKS:** Extreme Super Loads require reinforcement of structure and or moving overhead utilities.

**ORIGINATOR:**

**YOUR COMMENTS**

APPROVED       DISAPPROVED       MODIFIED  
If disapproved or modified give reason WHY (Use Reverse Side if Necessary).

\_\_\_\_\_  
Name (Print)      Phone Number

\_\_\_\_\_  
Signature      Date

CHECK THIS BLOCK FOR RETURN TO:

<b>NAME</b> Glenn C. Rowe, P.E. PTOE	<b>BUREAU</b> BHSTE
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<b>DIVISION / SECTION</b> Transportation Operations Division	<b>BUILDING / ROOM NO.</b> Keystone Building, 6 <sup>th</sup> Floor	<b>PHONE / E-MAIL</b> 717-783-6479
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## Extreme Super Loads

In unusual cases, extreme loads of size or weight must be moved on state highways. Extreme loads may require structures to be reinforced and/or overhead utilities and traffic control devices to be temporarily moved while the load is in transit. It is imperative that the integrity of our transportation system is not compromised. The Department must ensure that roadway and structures are properly evaluated to accommodate the load. Preplanning and scheduling the appropriate lead time is necessary for a successful move.

Coordination of extreme super loads shall occur thru the Central Permit office. The Central Permit office will subsequently coordinate intradepartmental activities with the Office of Chief Council (OCC), Districts, Bureau of Design (BOD), and Bureau of Maintenance and Operations (BOMO).

A Kickoff meeting with key stakeholders shall provide a forum for the Department to understand the details of the move as well as the Department sharing with the applicant expectations for permitting. The agenda template in **illustration x-x, page 2**, outlines talking points for the Kickoff meeting. This agenda is instrumental in determining challenges that may occur with the permitting process and logistics of the move.

At the Kickoff meeting, the applicant shall be prepared to talk about the specifics of the load, details of the move, schedule and required pre-roadway/utility work. The Department shall provide the applicant with expectations for the move including but not limited to: inspection requirements, traffic restrictions, securities, permit application process and minimum timelines for reviews.

The Department shall designate a point person for all application information. It is imperative that the Department's point person is not bypassed with direct contact occurring between the applicant and the Districts, OCC, BOD or BOMO.

## Super Load Kick Off Meeting

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### Move Information

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Date:  
Meeting Location:  
Mover's Name:  
Load Description:  
Map of proposed route: (attached)  
Impacted District's:

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### Attendees

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<u>PennDOT</u>	<u>Applicant</u>
District permit manager	Owner
District bridge engineer	
District Pavement engineer	Mover
Central Office Permit Supervision	
Central Office Bridge	Engineer
Central Office Pavement	
Office of chief council	
<u>State Police</u>	

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**Agenda**

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Applicant

- Purpose of move
- Load description
- Route description
- Required Pre-work structures and pavement
- Utility/ traffic control device relocations and coordination
- Coordination with other states
- Traffic Impacts
- Moving (time of day)
- Applicant move schedule

Department

- Department point of contact
- Inspections pre and post move (Bridge & roadway)
- Inspections prior to opening road to public
- Permits - Hauling and Highway Occupancy Permits
- Permit Conditions Statements
- Permit Security
- Structure and traffic control plans
- Vehicle load certification/ PE requirements

PSP

- Resources/Support

Other issues: