

COUNTY OF WELLINGTON

OVERSIZE/OVERWEIGHT LOAD PERMITS GUIDELINES

An Oversize/Overweight Load Permit is required when the dimensions or weight of a vehicle(s) exceeds the normal limits in accordance with the Highway Traffic Act (HTA). The following guidelines are provided to assist with application submission requesting permission to travel on County of Wellington roads with an oversize/overweight vehicle. These guidelines applies only to Wellington roads and it is the responsibility of the owner and mover to obtain approval from the Ministry of Transportation (MTO) and/or appropriate road authorities where moves require travel on provincial highways and/or local municipal roads.

1. Types of Permits

There are two types of permits: Annual and Single Trip. Each oversize/overweight permit will have specific conditions attached and these must be strictly adhered to. The permit may be terminated for breach of any conditions and the permit holder may be subject to prosecution.

Permits must be carried and produced on demand by a police officer or an officer appointed for carrying out the provisions of the Highway Traffic Act. Permit holders accept responsibility for any and all damage that may be caused to overhead wires, structures, highways, encroachments, or railway right-of-ways. Permits may be terminated at the discretion of the County for breach of permit conditions. Prior to issuing a permit, the applicant must perform a route survey and ensure that they have not identified any constraints which would invalidate the proposed route including submission of route map with permit.

1.1. Annual Permit

An annual permit is used for repeat trips by oversize vehicles and/or loads and may be requested for a project to allow a contractor to move similar loads, objects, and structures over the same specified route. Annual permits are **not valid in construction zones** especially where the horizontal clearance has been reduced to less than 3.5 metres with the submission of single trip permit approval is required.

The maximum dimensions permitted on an annual permit are as follows:

Length:

- Single vehicle: length 12.50 metres, including a maximum rear overhang of 4.65 metres.
- Combination vehicle: length 23 to 26 metres, including a maximum rear overhang of 4.65 metres.

Width:

- 2.6 metres to 3.85 metres on all County roads.

Height:

- Under 4.26 metres.

Weight:

- In accordance with the Highway Traffic Act.

Moving Times

- Daylight Hours Only.

1.2. Single Trip Permit

A single trip permit is issued to facilitate an oversize/overweight move for a one-way trip along a specified route for a limited time period during the dates indicated on the permit issued. All loads exceeding maximum allowable dimensions on the annual permit must be presented under a single trip permit unless special permission is granted under the annual permit.

The following dimensions are permitted on single trip permits:

Length:

- Single vehicle: length 12.50 metres.
- Combination vehicle: length 23 to 45 metres.

Width:

- 2.6 metres to 5.0 metres on all County roads.

Height:

- Exceeds 4.15 metres and approval is required from utility companies.

Weight:

- Up to 75,000 kg.

Moving Times

- Daylight Hours Only – Monday to Friday.

Sufficient time should be provided when applying for a single trip permit and the carrier should apply at a minimum of 10 business days prior to the proposed move date to process the permit request.

Exceptional Dimensions and Loads:

When applying for a Single Trip Permit with exceptional dimensions over 5.0 metres in width and/or 45 metres or greater in length and/or 4.5 metres or greater in height and/or over 75,000 kg, a carrier should submit their application at least 45 days prior to the proposed move date due to the more involved approval process. Loads with exceptional dimensions required approval of all affected agencies. A signed exceptional load checklist must be obtained by all impacted agencies.

For gross vehicle weights in excess of 119,999 kg, the County may require the applicant to hire a designated consultant engineer to evaluate the bridges and roads along the route and submit the evaluation for approval.

A Traffic Management Plan is required, defining in detail all aspects of the intended move including:

- Detailed escort requirement and procedures identifying the responsibility of all units involved (police & private)
- Detailed route survey indicating all appropriate locations for road closures, pullover areas, emergency parking, fuel stops, significant turning movements and any anticipated roadside related activities such as restricting roadside parking
- Contingency plans for breakdowns

All documentation will be subject to review and approval by the County prior to the insurance of permits. Consideration will only be given to the move if it can be satisfactorily proven to be absolutely necessary.

2. Permit Fees

Annual Permit: \$500 or as described in the County's User Fees and Charges By-law.

Single Permit: \$125 or as described in the County's User Fees and Charges By-law.

3. Additional Considerations

3.1. Proof of Insurance

Provide valid certificate of insurance with a minimum of \$ 2 million automobile liability insurance and \$ 5 million general liability insurance and listing the County of Wellington as additional insured for the duration of Permit exclusive of interest and cost, against loss or damage resulting from bodily injury to or death of one or more persons and a loss of or damage to property.

3.2. Bonds

The County may require that a bond or other security sufficient to cover the cost of repairing potential damage to the highway be posted before issuing a permit.

Any of the following circumstances may be sufficient to warrant a bond being posted:

- Where loading on tires must exceed 11 kg per millimeter width,
- Where loading on axle must exceed 10,000 kg during reduced load period,
- Where total gross vehicle weight exceeds 119,999 kg subject to engineering analysis of bridge structures and geotechnical assessment of roadway structure,
- Where overweight vehicles must be routed over substandard bridge structures subject to engineering analysis of bridge structures, or
- Deemed to be warranted by the County

The value of the bond will be determined by the County and is not subject to negotiation. The carrier may be required to pay for the services of County-approved geotechnical and/or structural consultants to assess conditions and evaluate any real or potential damage.

3.3. Reduced Load Period and Bridge Weight Restrictions

Annual permits for moving heavy vehicles, loads, objects, **are not valid** on structures in excess of posted legal weight limits as per Bridge Restriction By-Law or any County Road during the annual reduced load period when the signs are displayed between March 1st and May 15th and for more information visit wellington.ca. Annual permits are **not** valid on designated reduced load highways, which are posted according to Section 122(5) of the Highway Traffic Act, under any circumstances.

3.4. Escort Requirements:

A permit may be issued on the condition that the permit holder provides an escort vehicle(s) either preceding or following the oversize/overweight vehicle or load. The applicant is responsible for arranging for any escort(s) and any additional police escort(s) as deemed necessary through the Highway Traffic Act. This may require further contact from the applicant with Wellington OPP.

A description of when an escort vehicle is required is as follows:

No escort required:

- For widths from 2.61m to 3.99m
- For lengths from 23.01m to 36.75m
- For heights from 4.16m to 4.86m

When a Private Escort Warning Vehicle is required:

Widths:

- From 4m to 4.59m: 1 escort vehicle required on two lane highways
- From 4.6m to 4.99m: 2 escort vehicles required on two lane highways

Lengths:

- From 36.76m to 45.74m: 1 escort vehicle required
- Rear overhang greater than 4.65m: 1 escort vehicle required at the rear of load

Heights:

- 4.87m and greater: 1 escort vehicle (pole car) required

When a Minimum of Two Police Escort Vehicles are required:

Width:

- 5m and greater

Length:

- 45.75m and greater

Weight:

- County requirement

Mobile/modular homes greater than 29.25m in length (This includes office and construction trailers and portable schoolhouse) are not permitted to travel in convoy and require two private escort warnings vehicles to accompany each load.

Caution: Escort vehicles do not have traffic control authority. The escort driver must obey all traffic laws and regulations.

The Carrier Agrees:

- A. To obtain and maintain in full force and effect during the term of this Permit commercial general liability insurance in the name of the Carrier to a limit of no less than \$2 million per occurrence and endorsed to name the County of Wellington as an additional insured as well as automobile liability insurance to a limit of no less than \$5 million. Upon signing this Permit, the Carrier will provide proof of insurance in the form of a Certificate of Insurance which has been signed by an authorized representative of the insurer. Depending upon the nature of the load, object, structure or vehicle and upon the request of the County, the Carrier shall purchase such higher limits of insurance.
- B. To carry a copy of this Permit in the vehicle conducting the move and to produce this Permit to the Ministry of Transportation (MTO), Ontario Provincial Police (OPP) upon demand.
- C. To indemnify and hold harmless the County of Wellington from and against any and all claims, actions, demands, damages, losses, liabilities, and expenses arising out of or as a result of: (a) any breach of a condition set out in this Permit; (b) any injury to, illness of or death of any person or any damage to property or other losses arising from or resulting from the move; or (c) any act or omission on the part of the Carrier in carrying out the move.
- D. This permit does not allow oversize or overweight vehicles to use roads that have seasonal axle load restrictions.
- E. That this Permit is applicable only for those roadways under the jurisdiction of the County of Wellington and is necessary for single vehicle and/or combination including load OVER these dimensions:
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| Width 2.60 m – 3.99 m | Length (Single Vehicle) 12.50 m – 15.5 m |
| Height 4.15 m – 4.25 m | Length (Combination) 23.00 m – 36.70 m |
- F. To obtain all required approvals from the various utilities, regional, provincial and federal governments and police forces that may be involved before any move commences. If a police escort is required, then the Carrier must contact Wellington OPP at 1. 888. 310. 1122 and make all necessary arrangements.
- G. To provide escort vehicles according to the following MTO guidelines:
- Private escort is required if the vehicle or load is: 4.0m to 4.99m in width and/or 36.75m to 45.74m in length.
 - Police escort is required if the vehicle or load is: 5.0m or more in width and/or 45.75m or more in length.
- H. To conduct a pre-move survey in order to ensure that vertical and horizontal clearances on the proposed move route are adequate.
- I. To maintain a following distance of 500 m from another oversize load and to ensure that escort vehicles remain within 100 m of the oversize load at all times.
- J. To ensure that escort vehicle lights are operational and activated, including a 360 degree amber intermittent light during the move, and to display oversize load warning banners.
- K. That this Permit is not valid through designated school zones one hour prior to and one hour following school hours unless under police supervision. For the purpose of this Permit, a designated school zone is defined as a roadway where the speed limit is posted at 40 km/h in front of a school.
- L. To display red protective flags on all 4 corners of loads exceeding 2.6 m in width during daylight hours.
- M. To display red lights on all corners of the overhanging load ½ hour before sunset and ½ hour after sunrise for all loads exceeding 2.6 m in width.
- N. To display an over dimensional banner on the front and rear bumper for all loads exceeding 2.6 m in width.
- O. To secure all loads in accordance with the Security of Load regulations of the Highway Traffic Act (Ontario).
- P. That this Permit is valid only for the Carrier named on the front page and that this Permit is non-transferable by sale, exchange, assignment or otherwise.
- Q. To conduct the move only on the route, day and time specified on this Permit.
- R. The Carrier shall comply with all federal and provincial laws and regulations and all municipal by-laws, policies, and procedures.

- S. Not to perform the move during adverse weather, poor visibility or poor road conditions.
- T. That the County of Wellington may cancel or terminate this Permit at any time (including during the move) and for any reason whatsoever. Cancellation or termination is effective immediately upon notice to the Carrier or a designate either verbally or in writing. The County of Wellington will not be liable for any damages or losses suffered by the Carrier or others for such cancellation or termination.