

TRINITY COUNTY DEPARTMENT OF TRANSPORTATION

TRANSPORTATION PERMIT APPLICATION INSTRUCTIONS

County personnel will process your permit as soon as time permits. It is recommended that applications be submitted three business days before first day of requested travel, otherwise the department cannot guarantee issuance in time for your requested travel date.

Type or print **legibly** - Populate your application according to the following guidelines (numbered sample attached):

1. Responsible person or company for transporting the permit load or operating the vehicle. Permits are not allowed to be transferred or consigned.
2. Mailing address / P.O. Box of responsible person or company.
3. Mailing address city, state, and zip of responsible person or company.
4. Contact telephone number where additional information can be obtained should a question arise during the processing of the application or during the duration of the permit. (Print coordinating Contact Person's name on line #26 at bottom.)
5. The approved permit will be sent to this facsimile number.
6. Check the appropriate box. If the item is an excavator, it will be a "HAUL." A crane will probably be a "DRIVE" and manufactured housing or items such as a conveyor with axles are a "TOW." **Note:** Permittees having fixed load equipment which is driven or towed are required to submit a copy of a valid inspection report.
7. A complete description of load or equipment to be moved. Where appropriate, use specific model number and/or serial numbers to complete identification. State that the item is crated if applicable. For example, "Heat exchanging unit in shipping crate to protect copper tubing." If a portion of an item is removed and carried on the same trailer, include both pieces in the description. An accurate and complete description of the load is required for permit processing and law enforcement review.
8. Dimensions of the load (L x W x H). For example, "41' 0" long, 9' 6" wide, 6' 0" high."
9. As space allows, write out the complete description such as "3-axle tractor, 2-axle jeep, 3-axle semi-trailer" or "2-axle tractor, 2-axle flatbed trailer." Acceptable abbreviations can be found below. **Note:** A) Serial numbers should be included with vehicles which have an inspection report. B) All 9, 11, and 13 axle combinations must have an inspection report submitted with the application. C) Cranes and other fixed load applications must be accompanied by an inspection report and profile sheet when applicable.
10. This is the width of the **vehicle hauling the load**, or the width of a fixed load vehicle such as crane. The entry should be in feet and inches. On certain vehicles the California Vehicle Code (CVC) 35104 specifies vehicles allowed a width of 10 feet. **Note:** The maximum width of the vehicle or vehicle combination should be entered into this section. For example, if towing a 10 X 60 manufactured home with a legal width tractor, the entry should be 10' 0" in this box. On the other hand, if hauling a 10-foot wide load with a legal width vehicle, the entry should be "Legal" or 8' 6."
11. This is the length of the semi-trailer hauling the load. The entry should be in feet and inches. If the semi-trailer length is 48' 0" or less, writing "48' Max" is preferred.
12. All applications must have an entry in this section. An entry of "Legal" is not acceptable for this section. The following applies to most applications: (See also item #15 for use of the word "Maximum") A) Single Vehicle: Enter "N/A." B) Tractor-Semi: Measure from the center of the kingpin to the center of the rear most axle. C) Truck-Trailer: Enter "N/A." D) Manufactured Housing: From the hitch, including draw bar length, to the center of the rear-most axle. E) Heavy Haul: 7, 9, 11, 13 axle combinations should measure from the center of the kingpin to the rear most axle of the load-carrying trailer. F) Other: Any other applications such as double wide dolly configurations should enter "N/A."

13. The actual length of the vehicle and/or vehicle combination from the most forward portion to the most rear portion. This length does not include overhanging portions of a load. (See also item #15 for the use of the word maximum.)
14. If the application does not involve extralegal weight, leave this section blank. All extralegal weight applications must have this section completed. If there are more than 9-axles in the vehicle combination, the County Senior Engineer will be consulted for applications of this complexity.
15. If the application does not involve extralegal weight, leave this section blank. Allowable weight is determined by the spacing between axles in a group. Generally, as the spacing increases, so does the allowable weight. Enforcement is to the nearest inch. Consequently, it is important that accurate distance in feet and inches are entered in these spaces. The first entry will be the spacing from the center of these spaces. The first entry will be the spacing from the center of axle one (steering) to the center of axle two. The next entry will be from the center of axle two to the center of axle three and so on. **Note:** Since allowable weight increases with spacing, the word minimum, abbreviated as "min.," is acceptable with dimensions between axles and axle groups. Group weights will be assigned based upon these minimum dimensions. When minimum dimensions are used for axle spacing, the word maximum, abbreviated as "max.," must be used in item #13 for the Combination Vehicle Length. For applications with a kingpin entry, the word maximum should also be used in line #11 for the Kingpin to Last Axle dimension.
16. If the application does not involve extralegal weight, leave this section blank. For weight applications, provide the axle width to the nearest inch measured at the tire sidewalls. Dimensions should be in feet and inches.
17. If the application does not involve extralegal weight, write the word "LEGAL" on this line. Show the exact axle group weight or the corresponding maximum axle group weight from one of the following Weight Charts (available upon request): "Orange and Bonus Overloads," "Green and Bonus Overloads," or Purple and Bonus Overloads," OR, The axle group weight shown on the Inspection Report Sheet. Enter the group weight applied for under the corresponding axle number(s).
18. Enter "Legal" if 14' 0" or less as measured from the pavement surface to the highest point of the load or vehicle. If greater than 14' 0", then enter actual height in feet and inches.
19. Enter the widest dimension of the vehicle or load, whichever is greater, in feet and inches.
20. This entry is mandatory for all applications. The dimension should be in feet and inches. "Legal" is an acceptable entry.
21. This entry is mandatory for all applications. The dimension should be in feet and inches. Measurement is from the last point of support to the end of the load for rear overhangs, and it is from the front bumper to the end of the load for front overhangs. "Legal" is an acceptable entry.
22. The Weight Class reflects the maximum allowable weight used under item #17.
23. These entries should be as specific as possible. Identify the origin location by the name of the street (with address or postmile) AND TOWN. For example, "601 Miner St. /Weaverville" or "Miner St/PM #__/Weaverville." If departing from the State Highway System onto a County road, identify the intersection. For example, "State Hwy 3/Oregon St/Weaverville."
24. These entries should be as specific as possible. Identify the final destination location by the name of the street (with address or postmile) AND TOWN. For example, "601 Miner St. /Weaverville" or "Miner St/PM #__/Weaverville." If departing from a County road onto a State Highway System, identify the intersection. For example, "State Hwy 3/Oregon St/Weaverville."
25. Provide as much information as possible in terms of the route you are requesting between the origin and destination noted in items #23 & #24. If there is an identical permit for a recent move, you may include a copy of the permit as a reference. It is advisable to include at the end of your requested route, "or best available" to assure the application is processed rather than returned should the requested route not be approved and an alternative route is acceptable.

26. Provide the name of a person who can be contacted for additional information while the application is being processed or during the duration of the permit. (Enter coordinating phone # on line #4.)
27. Trinity County requires permits to be paid in full at time of application (whether by haulers or permit services) – check, cashiers check or cash only, (sorry, no credit cards). A copy of your completed check made out to Trinity County Department of Transportation (or TCDOT) can be included with your application if check is then mailed the same day; enter check no. on this line #27. (If payment is not received in a timely manner, it will result in the inability for all associated parties of the permit application to defer payment in the future.) Trinity Co. DOT does not waive nor refund fees due to permits not being picked up and/or utilized.
28. This entry is always N/A as Trinity County DOT does not accept credit card payments.
29. **To be completed by county personnel only. Do not write in this space.** The fee is dependent on the type of permit and number of trips to be taken under the authority of the permit. In general, annual (blanket) permits are \$90. Single trip permits are \$16.
30. **To be completed by county personnel only. Do not write in this space.** The number of trips is “Multi” for annual permits, and one (1) for single trips.
31. Signature of responsible party applying for permit.
32. The actual date of when the application is submitted.
33. **To be completed by county personnel only. Do not write in this space.** Name or signature of the County agent completing the permit. The permit is not valid unless signed.
34. **To be completed by county personnel only. Do not write in this space.** Date completed and signed by County agent.
35. **To be completed by county personnel only. Do not write in this space.** Routing generally begins and ends with the name of the city or county cross street or exit from the State Highway System as noted on lines #23 and #24. Routes are listed in the order of travel. The applicant is cautioned to verify this routing with a map, and if there are any question, contact the County agent who signed the permit. (If a State transportation permit is issued in conjunction with a County transportation permit, and the State permit indicates an asterisk in the designated route, it indicates the location when the county permits are required. Typically, the County routing will start or end with the State’s asterisk.)
36. **To be completed by county personnel only. Do not write in this space** If "No" is checked, there are no pilot cars required. If "Yes" is checked, the number of pilot cars required will be indicated in this section as well any special conditions such as a CHP escort. (The information sheet “Pilot Car Requirements” is available upon request.)
37. **To be completed by county personnel only. Do not write in this space.** County personnel will mark the appropriate accompaniments contingent on the nature of the load and routing used for the permit. All permits are required to carry marked accompaniments as shown on the face of the permit. The permit is not valid without these accompaniments. Accompaniments may include, but are not limited to: Permit Conditions, Pilot Car Special Conditions, Inspection Report, General Provisions, Bridge Rating List, Cert. of Insurance naming Trinity County as additional insured.
38. **To be completed by county personnel only. Do not write in this space.** The permit will be valid for the duration entered by the county agent (typically issued for a 5-7 day window of travel time from date of issuance; however a delayed start date may be requested by the permittee at time of application). Typically permits are valid from “Sunrise” to “Sunset” and travel is prohibited during times of "Darkness" (the permit is governed by the definition of "Darkness" in section 280 of the California Vehicle Code).
39. **To be completed by county personnel only. Do not write in this space.** The permit number is a unique number which is used to verify the authenticity of a permit as well as reference for historical records.

List of Abbreviations: This list of abbreviations is to be used on transportation permits **to describe the type of vehicle.** This list covers the majority of vehicles; however, you may have to improvise occasionally.

Axle – ax

Hi Bed – HB

Tractor – Trac

Truck – TR

Steering Dolly – Str Dly

Dolly – Dly

Low Bed – LB

Trailer – TLR

Tank Carrier – Ta Cr

Drilling Equipment – Dril EQ

Pole Dolly – Pldly

Tiltbed – TLTB

Scraper – Scpr

Jeep – JP Gradalls – GrdL

Flat Bed – FB

Transport – TRAN

Semi – Semi