

# Memo

To: CRAM and All County Road Commissions

From: Michael P. Schultz, Chair, and All Members of the  
Truck Permit Subcommittee

Date: February 23, 2007

Re: New Seasonal Truck Permit and Notification Form (Form 110 and 110A)

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This letter is to inform you that the CRAM Truck Permit Sub-committee has recently met to discuss and approve two newly generated permit documents (annual Seasonal Truck Permit Form CRA 110 and Notification Form CRA 110A), which will allow the movement of public utility vehicles during weight restriction time for emergency and non-emergency moves. This two-part system and new documents are based on the recently enacted legislation, P.A. 658 of 2006 (HB 5259).

The seasonal truck permit is relatively consistent with existing permits and was designed to meet all of the applicable mandates of the law, yet still incorporate reasonable rules and guidelines for the protection of our county road system. The notification form and process will be totally new to county road commissions (CRC).

Concerning Emergency moves, there is no mandate for public utility companies **or their subcontractors** to possess a permit or approved notification form to move to any location for emergency work. However, the law does speak to “follow up notification” by a company. The notification shall include a list of the company vehicles, including subcontractor vehicles, that moved into and from an emergency location to resolve the emergency *“if required by the county road commission”*. **We highly recommend that all road commissions adopt and require that this follow up notice take place so that each agency will know when and where an emergency took place, and be able to view it after the fact if so desired to ensure that no road damage exist from the move. In addition, if necessary, request reimbursement for any damage.**

For Non-Emergency moves, the committee has approved a two-part system (by law) of paperwork, which will be used to allow and monitor the movement of public utility

traffic during frost law period for non-emergency type work. This new permit and notification process did not remove a CRCs ability to deny access to any or all of its restricted road network.

Part one requires each public utility company to apply and receive a permit (CRA 110) for each vehicle or vehicle configuration that will be running on weight restricted roads for non-emergency work. The permit shall remain in the vehicle at all times during the frost period. The law does not mandate the entire fleet possess a permit, just those vehicles wishing access to our restricted roads using this process. The proposed fee for this permit will be \$100 for the season. A fee adjustment may be required depending on an individual CRCs experience with this new permit process. **Public utility sub-contractors are not eligible for a non-emergency seasonal truck permit under this law.**

The second part of this two-part system is the notification document and process. The utility company will need to submit a Notification Form (CRA 110A), requesting they be allowed to move to a certain restricted location(s), including their date(s), and proposed route(s), etc. No fee may be charged for the notification or process. The road commission will then have 24 hours to approve, deny or modify the notification request. **If the road commission within 24 hours gives no response, law automatically approves the notification of move.** A cut-off date and time have been established to avoid last minute notification requests that may extend into the weekend, holiday, etc.

The permit and notification form are now finalized and have been approved by CRAM Engineering Committee.

As with any new permit that affects the public and consists of rules, guidelines and especially a **fee**, CRCs are required to hold a public hearing prior to the adoption and use. Because the law took immediate effect and it requires a process be in place for this "2007 frost law season," you may have to begin using the permit and notification forms prior to the public hearing. The permit fee that would be charged should be retroactive to after the adoption by the road commission, subsequent to the public hearing.

We hope to have the forms available in the next two weeks, so be prepared to review and if any questions arise, please contact a committee member.

We hope that this process will prove to be tolerable to all; however, any issues that arise will need to be discussed, as this topic is extremely important to each agency.