



# CITY OF HAMPTON MOVING AND HAULING POLICY MANUAL



**Updated: 11 July, 2011  
Hampton Virginia**



## Quick Reference

PERMIT TYPES	Duration	Length	Width	Height	Review time (typical)	Weight (GVW in lbs)
Single Trip \$75.00 Part 3 Section 8, Page 19	13 Days	150 feet	15 feet	14' 6"	Three Working Days	<130,000 lbs
General Blanket \$200.00(3) \$50.00 Additional Vehicles Part 3 Section 9, Page 21	One Year One Year	85 feet(1) 85 feet(1)	12 feet(1) 12 feet(1)	14' 6" 14' 6"	Five Working Days Five Working Days	<115,000 lbs
Restricted Blanket \$200.00 Part 3 Section 10, Page 22	3 Months	150 feet	15 feet	14' 6"	Seven Working Days(4)	115,000 - 130,000 lbs
Super Load \$150.00 Part 3 Section 11, Page 23	24 Hours	>150 feet(2)	>15 feet(2)	>15 feet(2)	Seven working Days(4)	>130,000 lbs

Width = maximum width per category

Height = maximum height per category

- (1) 100 feet long and 14 feet wide for mobile homes
- (2) Minimum dimensions for which a Super Load Permit can be issued
- (3) Additional vehicle permits may be issued on one application per the Section 9.D of the City's Moving and Hauling Manual
- (4) Typical" review times shown, additional time may be required depending on the complexity of the move or the number of vehicles or other factors known or unknown to the Permitting Authority.

## TABLE OF CONTENTS

	General Provisions:
Part I	<a href="#">Section 1</a> - Definitions <a href="#">Section 2</a> - General <a href="#">Section 3</a> – Authority
Part II	Statutory Weight and Size Limits  <a href="#">Section 4</a> – Statutory Limitation – When Permitting Required <a href="#">Section 5</a> – Legal weight allowed based on axle space <a href="#">Section 6</a> – Maximum weight allowed by permit based on axle spacing and maximum axle weight.
Part III	Descriptions Requirements and Limitations of Permits Available  <a href="#">Section 7</a> – Requirements for application <a href="#">Section 8</a> – Single Trip Permits <a href="#">Section 9</a> – General Blanket Permits <a href="#">Section 10</a> – Restricted Blanket Permits <a href="#">Section 11</a> – Super Load Permits
	Travel Restrictions/Regulations
Part IV	<a href="#">Section 12</a> - Travel restrictions; holiday travel, days and times
Part V	Escort Services and Other Safety Regulations  <a href="#">Section 13</a> - Escort certification <a href="#">Section 14</a> – Escort vehicle requirements <a href="#">Section 15</a> - Safety requirements
Part VI	Emergency and National Defense Moves  <a href="#">Section 16</a> - Emergency moves <a href="#">Section 17</a> - National defense moves
Part VII	Exemptions to Permit Requirements; No Cost Permits  <a href="#">Section 18</a> – Equipment or Items exempt per State requirements <a href="#">Section 19</a> – Equipment or items covered under State Permit
Part VIII	Responsibilities  <a href="#">Section 20</a> – Compliance with federal state and local laws <a href="#">Section 21</a> - Injury and damage
Part IX	Denial; Revocation; Refusal to Renew; Appeal; Invalidation  <a href="#">Section 22</a> - Denial; Revocation; Refusal to Renew; Appeal; Invalidation  <a href="#">Section 23</a> – Violation and Penalties

**Note: This policy manual took effect 1 July 2010  
and was updated 11 July 2011.**

---

Appendices:

A1: Application Form

A2: Certification Clearance Letter

A3: Bridge Clearance List & Map

A4: Restricted Routes List

PART I  
GENERAL PROVISIONS

## **SECTION 1 - Definitions**

"Applicant" is one who makes a request for a moving and hauling permit.

"Approved Routes" are those travel routes within the City of Hampton most suitable for over-dimensional/ overweight vehicles as determined by the City's Department of Engineering.

"Emergency" an emergency is defined as a calamity, existing or imminent, caused by fire, flood, riot, windstorm, explosion or act of God, which requires immediate remedial action to protect life or property. All emergency move notification shall also be called in to the Public Works Permit Office at (757) 726-2919. After normal office hours call City of Hampton Customer Service Center at (757) 727-8311.

"Engineering Analysis" evaluation by independent professional engineering services firms to assess the impacts on infrastructure, along a restricted route, from the passage of overweight vehicles.

"Escort Driver" is the driver of an Escort Vehicle, who must have a valid Virginia Driver's license or a valid license in the state or jurisdiction in which he or she is a resident, comply with the permit policies and regulations and all city and state traffic laws and must have successfully completed the Virginia Escort Driver Certification Program or comparable Certification Program in the state of his or her residence or licensure.

"Escort Vehicle" is a companion vehicle, properly marked and equipped, whose support function is to assure safe passage. Refer to Part V, Section 14 for escort vehicle requirements

"Extremely over-dimensional and/or overweight movements" (See "Super Loads")

"General Blanket Permit" means the permit is valid for more than one move with approved routing throughout the City for vehicle specified on the permit.

"Non-divisible load" is a vehicle configuration exceeding applicable size or weight limits which, if separated into smaller loads, would:

1. Compromise the intended use of the vehicle, i.e., make it unable to perform the function for which it was intended: or
  2. Destroy the value of the load or vehicle, i.e., make it unusable for its intended purpose; or
  3. Require more than eight work hours to dismantle using appropriate equipment
- (this does not include reassembly). The applicant for a non-divisible load permit has the burden of proof as to the number of work hours required to

dismantle the load.

"Overhang" is that portion of a vehicle/load that extends horizontally beyond the frame of the vehicle either to the front, back or side (or sides).

"Permittee" is one who has been granted a permit.

"Permits Office" is the City of Hampton Public Works representative responsible for issuing moving and hauling permits.

"Permitting Authority" is the City of Hampton Department of Public Works, which is the responsible authority for the issuance of moving and hauling permits within its jurisdiction.

"Posted Roads" are highways or bridges which have signage restricting travel to limited size and/or weight vehicle loads due to infrastructure design constraints, age or condition.

"Restricted Blanket Permit" means the permit is valid for more than one move on condition of use on limited approved routing with consideration of bridge loading requirements.

"Right-of-way" is the land, property, or interest therein, usually in a strip, acquired for, used as or devoted to a public street or road.

"Routing" are authorized roadways of travel.

"Single Trip Permits" are move permits between two pre-determined start and end points. Single trip permits may be restricted moves at the discretion of the permitting authority.

"Sunrise / Sunset" are the official times listed in news publications (i.e. Local Newspapers, Airports, News Broadcast, National Weather Service, NOAA) for solar light conditions which define a day.

"Super Load" is a load configuration that exceeds one or more of the parameters listed below and therefore shall require a super load permit:

Height: 15 Feet  
Width: 15 Feet  
Length: 150 Feet  
Single Axle Weight: 24,000 Pounds  
Tandem axle Weight: 44,000 Pounds  
Gross Weight: 130,000 Pounds

"Vehicle configuration" is the height, weight, width and length of a vehicle to

include vehicle axle spacing and tire width.

## **SECTION 2- General**

- A. The Code of Virginia sets forth limitations of weight, width, height and length of objects and vehicles which may be moved upon state highways and also empowers the Commissioner of the Virginia Department of Motor Vehicles to issue oversize or Overweight permits for vehicles traveling over Virginia's highways with loads that, when reduced to their smallest dimensions, exceed maximum legal limits. See, Virginia Code § 46.2-1123 thru 1127.
- B. The intent of establishing statutory limitations is to protect the traveling public from hazard and unnecessary inconvenience, and to preserve the capacity and structural integrity of highways and bridges.
- C. The Virginia Department of Motor Vehicles has jurisdiction on those roads maintained by the Virginia Department of Transportation. The City of Hampton has jurisdiction on all public highways within and maintained by the City, except for Interstate 64 and Interstate 664. See, Virginia Code § 46.2-1138.1 thru 1139.
- D. The hauling manual of the City of Hampton is to give primary consideration to safety, comfort, convenience and economic interest of the general public and the protection of local highways.

## **SECTION 3 - Authority: Permits**

- A. The City of Hampton shall require a copy of any valid DMV issued permit and/or City issued permit to be present in the vehicle when moving between the Interstate System and adjacent county/state controlled highways and upon locally controlled streets in Hampton.
- B. Application for City of Hampton permits shall be made to the Public Works Permits Office located at 419 North Armistead Ave, Hampton Virginia 23669, (757) 726-2919. See Section 3-E. for preferred methods of application submission.
- C. Permits may be denied, revoked or declared non-existent as stated in Part IX, Section 22 & 23.
- D. Permits issued by this Authority are non-transferable.
- E. Permits may be obtained in the following ways:
  - 1. Download an application from our website at <http://www.hampton.gov/publicworks> ,follow directions on the application.

2. Sending a completed application via facsimile (fax) to the city of Hampton Public Works Office at (757) 726-2829;
3. Appearing in person to the City of Hampton Public Works Office, 419 North Armistead Avenue;
4. Mailing a completed application to the City of Hampton Public Works Office at the following address: City of Hampton, Public Works Traffic, 419 North Armistead Avenue, Hampton, Virginia 23669

PART II

Statutory Weight and  
Size Limits for the  
City of Hampton

## **SECTION 4 - Statutory Limitations - When Permitting Required**

If the dimensions of the vehicle combination or non-divisible load, or both, exceed one or more of the following statutory limitations listed below, a permit is required.

Single Axle Weight: 20,000 pounds or 650 pounds per inch of tire (width) in contact with the surface of the highway. <sup>1</sup>

Tandem Axle Weight: 34,000 pounds (more than forty inches (40") but not more than ninety-six inches (96") between axle centers). <sup>2</sup>

Gross Weight: See Section 5 - Legal weight allowed based on axle spacing. <sup>3</sup>

W i d t h : Eight feet six inches (8'6") excluding mirrors. Safety devices not to exceed 3 inches on each side

H e i g h t : Thirteen feet six inches (13'6") <sup>4</sup>

### Length:

Truck: Forty feet (40') excluding load <sup>5</sup>

Semitrailer: Forty-eight feet (53')

Twin trailers: Twenty-eight feet six inches (28'6")

Tractor Semitrailer Combination: Sixty-five feet (65') including load

Combination of a towing vehicle and any manufactured housing: Sixty feet (60') including load and coupling

Front Overhang: Exceeding three feet (3') <sup>6</sup>

---

1. As provided by statute Virginia Code Section 46.2-1124

2. As provided by statute Virginia Code Section 46.2-1125

3. As provided by statute Virginia Code Section 46.2-1126

4. As provided by statute Virginia Code Section 46.2-1110

5. As provided by statute Virginia Code Section 46.2-1112

6. As provided by statute Virginia Code Section 46.2-1120

## **SECTION 5 - Legal Weight Allowed Based on Axle Spacing**

Legal weight in pounds for any group of two or more consecutive axles. A hauling permit is required when a vehicle configuration exceeds the weight limitations according to axle spacing. "L" is defined as the distance in feet between the extremes of any group of two or more consecutive axles. (As provided by statute Virginia Code Section § 46.2-1126)

	2 axles	3 axles	4 axles	5 axles	6 axles	7 axles
4	34,000					
5	34,000					
6	34,000					
7	34,000					
8	34,000	34,000				
9	39,000	42,500				
10	40,000	43,500				
11		44,000				
12		45,000	50,000			
13		45,500	50,500			
14		46,500	51,500			
15		47,000	52,000			
16		48,000	52,500	58,000		
17		48,500	53,500	58,500		
18		49,500	54,000	59,000		
19		50,000	54,500	60,000		
20		51,000	55,500	60,500	66,000	
21		51,500	56,000	61,000	66,500	
22		52,500	56,500	61,500	67,000	
23		53,000	57,500	62,500	68,000	
24		54,000	58,000	63,000	68,500	74,000
25		54,500	58,500	63,500	69,000	74,500
26		55,500	59,500	64,000	69,500	75,000
27		56,000	60,000	65,000	70,000	75,500
28		57,000	60,500	65,500	71,000	76,500
29		57,500	61,500	66,000	71,500	77,000
30		58,500	62,000	66,500	72,000	77,500
31		59,000	62,500	67,500	72,500	78,000
32		60,000	63,500	68,000	73,000	78,500
33			64,000	68,500	74,000	79,000
34			64,500	69,000	74,500	80,000
35			65,500	70,000	75,000	
36			66,000	70,500	75,500	
37			66,500	71,000	76,000	
38			67,500	72,000	77,000	
39			68,000	72,500	77,500	
40			68,500	73,000	78,000	
41			69,500	73,500	78,500	
42			70,000	74,000	79,000	
43			70,500	75,000	80,000	
44			71,500	75,500		
45			72,000	76,000		
46			72,500	76,500		
47			73,500	77,500		
48			74,000	78,000		
49			74,500	78,500		
50			75,500	79,000		
51			76,000	80,000		

## **SECTION 6 - Maximum Weight Allowed by Permit Based on Axle Spacing 24 VAC 30-111-60**

Maximum weight in pounds according to vehicle axle spacing allowed by permit shall not exceed the following without requiring an engineering analysis:

### **Maximum axle weights -**

Single Axle Weight: 24,000 lbs. (or 850 pounds per inch, width of tire measured in contact with the surface of the road). See axle weight requirements for blanket permit vehicles where authorization is requested for crossing a bridge structure.

- Tandem Axle Weight: Refer to axle spacing chart on next page.  
24 VAC 30-111-70
- Tri-Axle and Quad-Axle Groups: Refer to axle spacing chart on next page.  
24 VAC 30-111-70

Note: Vehicles exceeding the axle weight and gross weight limits of this section shall be considered on a case by case basis by the Department of Public Works, Permits Office. A permit will not be issued if the load can be reasonably reduced to legal limitations of size and weight as described in Section 5. Hauling more than one item at a time, gross weight and axle weights shall be in accordance with Section 5. Load items shall not be loaded side by side to create an over width condition; end to end to create an over length condition; or stacked to create an over height condition. Field verification by the permitting authority may be required to determine whether an item can be reasonably reduced.

All vehicle configurations shall be reduced to the smallest dimensions possible and those exceeding the specifications identified in this chart will require an engineering review before a permit can be issued.

## Maximum Weight Allowed by Permit Based on Axle Spacing 24 VAC 30-111-70

"L" is defined as the distance in feet between extremes of any group of two or more consecutive axles.

L	2 AXLES	3AXLES	4 AXLES	5 AXLES	6 AXLES	7 AXLES OR MORE
4	44,000					
5	44,000					
6	44,000					
7	44,000					
8	48,000	53,500				
9		54,500				
10		55,000				
11		56,000				
12		56,500	63,000			
13		57,500	63,500			
14		58,000	64,500			
15		59,000	65,000			
16		59,000	65,500	72,500		
17		59,500	66,500	73,000		
18		60,500	67,000	74,000		
19		61,000	67,500	74,500		
20		62,000	68,500	75,000	82,000	
21		62,500	69,000	75,500	82,500	
22		63,500	69,500	76,500	83,000	
23		64,000	70,500	77,000	84,000	
24		65,000	71,000	77,500	84,500	
25		65,500	71,500	78,000	85,000	
26		66,500	72,500	79,000	85,500	91,500
27		67,000	73,000	79,500	86,000	92,000
28		68,000	73,500	80,000	87,000	92,500
29		68,500	74,500	80,500	87,500	93,000
30		69,500	75,000	81,500	88,000	94,000
31		70,000	75,500	82,000	88,500	94,500
32		71,000	76,500	82,500	89,000	95,000
33		71,500	77,000	83,000	90,000	95,500
34			77,500	84,000	90,500	96,000
35			78,500	84,500	91,000	97,000
36			79,000	85,000	91,500	97,500
37			79,500	85,500	92,000	98,000
38			80,500	86,500	93,000	98,500
39			81,000	87,000	93,500	99,000
40			81,500	87,500	94,000	99,500
41			82,500	88,000	94,500	100,500
42			83,000	89,000	95,000	101,000
43			83,500	89,500	96,000	101,500
44			84,500	90,000	96,500	102,000
45			85,000	90,500	97,000	102,500
46			85,500	91,500	97,500	103,000
47			86,500	92,000	98,000	104,000
48			87,000	92,500	99,000	105,000
49			87,500	93,000	99,500	105,500
50			88,500	94,000	100,000	106,000
51			89,000	94,500	100,500	106,500
52			89,500	95,000	101,000	107,500
53			90,500	95,500	102,000	108,000
54			91,000	96,500	102,500	108,500
55			91,500	97,000	103,000	109,500
56			92,500	97,500	104,000	109,500
57			93,000	98,000	104,500	110,000
58			94,000	99,000	105,000	111,000
59			94,500	99,500	105,500	111,500
60			95,000	100,000	106,000	112,500
61			96,000	101,000	106,500	113,000
62				101,500	107,000	113,500
63				102,000	108,000	114,500
64				102,500	108,500	115,000

Part III  
Descriptions, Requirements  
and Limitations of  
Permits Available

## SECTION 7 - Requirements for application

Application for moving and hauling permits must be made on the appropriate form. There is an application form at the back of this manual, which may be reproduced and used. Application forms may also be obtained by calling the Public Works Permit Office at (757) 726-2919 or online at <http://www.hampton.gov/publicworks> . Completed applications may be faxed to (757) 726-2829. The party requesting the permit must provide as a minimum the following information:

- A. Name, phone number, fax number signature of the applicant/permit agency requesting permit, E-mail address;
- B. Company name, phone number, fax number and address of mover (if different from above);
- C. Description of equipment and/or load to be moved;
- D. Overall dimensions, gross weight, and spacing of axles;
- E. A Vertical/Horizontal Clearance Certification Statement;
- F. Truck and trailer VIN numbers, license numbers and State of registration;
- G. Origin and destination of movement within City of Hampton;
- H. Proposed roadway routes over which movement is requested;
- I. Overweight vehicles must include maximum weight, weight distribution, number of axles and distance between each axle on vehicle/combination;
- J. Copy of Virginia Department of Motor Vehicles moving and hauling permit for vehicle/load (if applicable);
- K. Valid certificate of vehicle liability insurance with limits no less than \$500,000; and city must be named as certificate owner.
- L. A surety bond may be required for extremely over-dimensional and/or overweight movements (See Super Loads).

## **SECTION 8 - Single Trip Permits**

As provided for by Virginia Code Section 46.2-1139, a Permit is required for vehicles with dimensions exceeding the Height, Width, Length or Weight specified in Section 4.

### A. How permits are reviewed and issued

All vehicles, which exceed the Height, Width, Length or Weight specified in Section 4 and do not qualify for other "blanket" permits, shall apply for a single trip permit. Each move is individually reviewed to allow a two way vehicle trip between two (2) specific points. Each permit issued will be valid for a maximum of 13 days (subject to conditions of paragraph B. below) and the cost of the permit is \$75. The applicant shall allow for a review time of no less than three (3) working days from date of receipt of application.

1. Permit criterion is based primarily on the weight and dimensions of the vehicle and load. The maximum dimensions for which a single trip permit can be issued are as follows:
  - a. Gross weight – up to 130,000 lbs
  - b. Height – up to fourteen feet, six inches (14' 6")
  - c. Width – up to fifteen feet (15')
  - d. Length – up to one hundred and fifty feet (150')

### B. When load may be moved

The permit will specify days and times of travel. Extremely over-dimensional/overweight vehicle trip moves will usually be scheduled to move during weekday non peak traffic hours. Requests for movement at any other time shall be stated on the application and is subject to approval by the Permitting Authority.

### C. When City crews may be required

City crews may be required to escort a move when:

1. City infrastructure must be altered in any way (e.g. when signs or traffic signals are moved); and/or
2. Police Traffic Control points may be required for public safety as determined by the City of Hampton Department of public works.

All costs associated with field assistance by city crews present during the move are chargeable to the applicant and the estimated cost is due at the time the application is approved. If the actual cost significantly exceeds the estimate, then the applicant will be billed for the additional cost.

D. When a surety may be required

Surety may be required upon evaluation of extremely over-dimensional or overweight movements (Super Loads). The amount of the surety is determined based on: the estimated cost of restoring the City's infrastructure should damage occur during the move, and all costs of City crew and equipment required for the move.

A letter of credit, cash or cashier's check by either the mover or the owner of the item to be moved, or a corporate surety bond issued by a company approved by the Virginia Bureau of Insurance must be posted to meet surety requirements. Sureties must be posted with the Permits Office prior to the issuance of a permit. The permittee must notify the Permits Office upon completion of the move to request a release of surety. Any damages or unpaid costs not covered by the pre-move estimate must be addressed before the surety will be released by the Permitting Authority.

E. Responsibility

Permittee is responsible for checking all horizontal and vertical clearances along each proposed route of travel to ensure that proper clearances exist. For over-height or over-width movements, a Vertical/Horizontal Clearance certification statement must be provided with the application.

(See Form No. A2. )

Travel shall not commence without proper clearances along all proposed routes of travel. Over-height vehicles shall be equipped with an over-height pole (hot pole) extended to a minimum of 3" higher than the permitted height of the vehicle/load (See Section 14H).

- F. Coordination with Utility Companies: Permittee is responsible for coordinating with utility companies and public agencies where conflicts with utility infrastructure (e.g. overhead lines) are anticipated. The Permitting Authority will require written verification from the various utility owners affected by the move stating that they have been notified of the move and will have crews available to assist the mover if necessary.

- G. Approved Routes as determined by the Permitting Authority are those travel

routes authorized by the City of Hampton Department of Public Works. If a bridge or structure must be crossed and the vehicle/load exceeds the limits established by the Weight/Axle Spacing Chart of Section 6, a bridge analysis will be required.

- H. On two lane non-divided roadways, moves exceeding the travel lane width may require a police escort, in addition to the required civilian escort(s) at the discretion of the Department of Public Works.

## **SECTION 9 - General Blanket Permits**

### A. How General Blanket permits are issued.

1. General Blanket Permits may be issued for frequent moves of an on-going nature along one or more routes when the General Blanket Permit criteria are met. General Blanket Permits will be issued for up to twelve months, the cost is \$200 each and review time is up to two weeks (10 business days). All blanket permits will be evaluated prior to renewal.
2. Permit criterion is based on the weight and dimensions of the vehicle and load. The maximum Non-divisible weight or dimensions for which a General Blanket Permit can be issued are as follows:
  - a. Gross weight – up to 115,000 lbs with 7 axles (limits, as shown on the weight/axle spacing chart of section6)
  - b. Height – up to fourteen feet, Six Inch's (14'6")
  - c. Width – up to twelve feet (12'); fourteen feet (14') for mobile homes
  - d. Length – up to eighty-five feet (85'); one hundred feet (100') for mobile homes

Any vehicle having a load or size configuration exceeding any one of the above criterion will require permitting. All General Blanket Permit requests for overweight vehicles must adhere to the Weights and Axle Chart in Section 6. Additionally said vehicle loading must be reduced to a "non-divisible load" regardless of the maximum weight allowed by the Axle Chart in Section 6.

- B. Separate General Blanket Permits for each truck or truck tractor hereafter in part B and C as "vehicle":

Each vehicle making a move under a blanket permit will be required to have an original permit, assigned only to the one vehicle designated on the permit, in the vehicle at the time of the move. Permits may not be used for vehicles other than the one specified on the permit.

C. Vehicles will be defined on General Blanket Permits:

The vehicle assigned to the permit, the specific dimensions, days and times of travel, escort requirements and notification policies are specified and stated on the permit.

D. Applicants having multiple vehicles requiring General Blanket Permits may apply for permits for said multiple vehicles with one application for an additional fee of \$50.00 per additional vehicle. This "fleet permit allowance" will be provided for General Blanket qualifying vehicles as follows:

1. The permit fee for the first applicant vehicle will be \$200.00
2. Every vehicle permitted thereafter applied for under the same application will be \$50.00.
3. Qualifying vehicles must be owned/operated by the same business entity.
4. Vehicles must be operated/garaged/maintained from the same jurisdiction
5. The application for this "Fleet Permit Allowance" must be submitted at the same date and time.
6. Specific identifying vehicle information must be provided for each vehicle/combination permitted.
7. Permits are non transferable and vehicles may not be added after the permit has been issued.

## **SECTION 10 - Restricted Blanket Permits**

A Restricted Blanket Permit may be issued when the vehicle's configuration does not warrant unrestricted travel throughout the City of Hampton and therefore should not be granted a general blanket permit. Restricted Blanket Permits can be issued for a period of three (3) months. The permit fee is \$200.00 each. Review time is up to five (5) business days. Additional time may be required depending on the number of vehicles or other factors specific to the permit application.

- A. Mobile cranes, as reduced to their minimum Non-divisible load gross vehicle weight, up to 130,000 pounds and exceeding the "maximum weight/axle spacing" (section 6) will be considered under this category.
- B. Restricted Blanket Permit criterion is based on the Non-divisible weight and dimensions of the vehicle and load. The maximum Non-divisible weight or dimensions for which a restricted Blanket permit can be issued are as follows:

- a. Gross weight — more than 115,000 lbs but less than 130,000 lbs
- b. Height — more than fourteen feet but less than fifteen feet (15')
- c. Width — more than fourteen feet (14') but less than fifteen feet (15')
- d. Length — more than eighty feet (80') but less than one hundred and fifty feet (150')

Any vehicle having a load or size configuration exceeding any one of the above criterion will require Restricted Blanket Permitting. Additionally said vehicle loading must be reduced to a “non-divisible load” regardless of the maximum weight allowed.

C. Separate Restricted Blanket Permit for each vehicle:

Each vehicle making a move under a Restricted Blanket Permit will be required to have an original permit, assigned only to the one vehicle designated on the permit, in the vehicle at the time of the move. Permits are not transferable and may not be used for vehicles other than the one specified on the permit.

D. Vehicles will be defined on Restricted Blanket Permit:

The vehicle assigned to the permit, the specific dimensions, days and times of travel, escort requirements and notification policies shall be stated on the permit.

Restricted Blanket Permits shall have designated routes of travel through the City. No bridge structures shall be crossed without acceptable Engineering Analysis.

## **SECTION 11 - Super Load Permits**

- A. A Vertical/Horizontal Clearance Certification Statement must be provided with the application. Each move is individually reviewed. Review time is up to seven (7) work days; however additional review time may be required depending on the complexity of the move and other factors specific to the permit application...
- B. Permittee is responsible for coordinating with the City of Hampton Public Works Permit Office (telephone 757-726-2919) where overhead signal or

communications cable conflicts are expected. The Hauling Permits Office will require written verification from the various utility companies affected by the move stating that they have been notified of the move and will have crews available to assist the mover if necessary.

All costs associated with field assistance by City crews present during the move are chargeable to the applicant and the estimated cost is due at the time the application is approved. If the actual cost significantly exceeds the estimate, then the applicant will be billed for the additional cost. Any move that necessitates use of Police assistance will require contacting the Police Division 10 days prior to arrange for extra duty officers. Payment for extra duty officers is the responsibility of the applicant.

- C. Permitted moves will be restricted to off peak hours. Request for movement at any other time shall be stated on application and are subject to approval by the Permitting Authority.
  
- D. Mover shall comply with all sign, escort, and safety requirements as listed in Part V – Sections 13, 14 and 15.
  - 1. For extremely over-dimensional or overweight movements, a Super Load Permit shall be required. The applicant shall allow for a review time of up to 30 days and the cost is \$150.00. Each Super Load Permit will be valid for 1 day unless otherwise indicated on the approved permit. Additional time for the move will be as specified on the application and/or as approved by the Permitting Authority.
  
  - 2. Permit criterion is based on the Non-Divisible weight and dimensions of the vehicle and load. The minimum Non-Divisible weight or dimensions for which a super load permit can be issued are as follows:
    - a. Gross weight – greater than 130,000 lbs
    - b. Height – greater than fifteen feet (15')
    - c. Width – greater than fifteen feet (15')
    - d. Length – greater than one hundred and fifty feet (150')
  
  - 3. For Super Loads, field verification may be required to determine if the load item can be reasonably reduced. Field verification may also be required to determine that a load is in accordance with the approved permit prior to its movement within the City of Hampton. An engineering analysis of the route, by a licensed engineer, shall be provided by the applicant where requested for extreme weights.

Part IV  
Travel  
Restrictions/Regulations

**SECTION 12 - Travel Restrictions; Holiday Travel; Days and Times of Travel-**

A. Holidays

Permitted vehicle configurations are allowed to travel on all holidays except the following State observed holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

Note: On the holidays mentioned above, permits will not be valid from noon of the preceding weekday through the holiday. If the observed holiday falls on a Monday the permit will not be valid from noon on the preceding Friday through Monday.

B. Times of Travel

1. Normal time of travel for permitted vehicles unable to travel at posted speeds and/or over width vehicles shall be in conformance with the City of Hampton Work Hour Restrictions for lane closures and roadway operations. Unless otherwise specified, the restricted time for haul shall be:
  - Monday through Friday 8:00 a.m. to 3:00 p.m. and
  - Monday through Friday 7:00 p.m. to 6:00 a.m.
  - Saturday – unrestricted
  - Sunday – unrestricted

. Super Load vehicles shall be restricted to off peak hours.

2. The Permitting Authority shall have the authority to route vehicles outside the normal hours of travel or restrict times of travel or movement during normal hours of travel if it is determined necessary, giving primary consideration to the safety and well being of the traveling public.
3. When road conditions, visibility or unfavorable weather conditions make traveling hazardous to the operator or the traveling public, permitted vehicles are not authorized to operate, unless responding to an emergency. Vehicles, which are underway when inclement weather occurs, shall exit the road at the first available safe location and park in a safe place until the weather clears or until road conditions improve to allow safe travel conditions. Law enforcement judgment shall prevail in all circumstances.

### C. General Travel Restrictions

Unless otherwise specified within the permit:

1. Traffic shall not be detained for any reason without an approved traffic control plan or police escort. The driver of the permitted vehicle will make every effort not to impede or inconvenience other vehicles.
2. Over-dimensional loads shall not travel in convoy.
3. No bridge railings are to be removed or adjusted, roadway structures altered, traffic control devices or signs modified or removed to allow passage without the written permission from the Permitting Authority.
4. When road machinery is operating OUTSIDE the limits of a construction project, either towed or under its own power, it is subject to the legal size and weight limits. Hauling permits ARE required from the Permitting Authority for these moves.
5. When operating within the limits of their construction project, road machinery does not need a moving or hauling permit providing that the machinery/equipment is under that specific project contract. When road machinery is operating outside the limits of the construction project either towed, hauled, moved or under its own power, it is subject to the legal size and weight limits of Section 4. However, if such machinery/equipment is operated on public highways it shall be in compliance with state (§ 46.2-1149) and local ordinances.
6. Each permit shall specify the route(s) to be traveled. All permitted vehicles will be routed over the safest and most desirable roadways, in the judgment of the issuing authority, even though it may mean the distance to be traveled will be farther.
7. No vehicle shall be operated or driven across any bridge or culvert posted with regulatory signage indicating a weight limit if the gross weight of such vehicle is greater than such posted limit. The Permitting Authority may impose temporary weight restrictions for reasons of deterioration or weather conditions. These restricted weights shall be noted on the permit and shall have the same effect as if posted. No vehicles, loads or machinery shall travel across any such area of reduced weight restrictions.
8. Overhang - General
  - a. Any side overhang that exceeds three feet (3') from the edge of the bed of the hauling vehicle shall be considered a wide load requiring submission of a diagram showing placement of the load on the hauling vehicle. Loads with overhangs exceeding three feet (3') will require front and rear escorts.

- b. Front overhang shall not exceed three feet (3')
- c. Rear overhang shall not exceed one third of the length of the load, two thirds of which must rest upon the truck or trailer. Whenever the load on any vehicle extends more than four feet (4') beyond the rear of the bed or body thereof, there shall be displayed at the end of the load, in such a position as to be clearly visible at all times from the rear of the load:
  - A red flag, not less than eighteen inches (18"), both in length and width;
  - a rear escort shall be required; and
  - between sunset and sunrise there shall be displayed at the end of the load a steady burning red light plainly visible in clear weather at least five hundred feet (500') to the sides and rear of the vehicle (§46.2- 1121). This is in addition to the flashing amber light requirement set forth in Part V - Section 15.D.
- d. Under no circumstances shall an over length load be allowed to come in contact with the roadway.

9. For night moves see Part V - Section 15.B.

Part V  
Escort Services and  
Other Safety Regulations

## **SECTION 13 - Escort Certification**

Certification as an escort driver is mandatory for all drivers, regardless of their residence, who escort over-dimensional loads over the roadways of the City of Hampton. Escort drivers must carry proof of current certification while performing a move.

The Virginia Escort Driver Certification Program consists of a written knowledge test which shall be successfully completed before a certificate is issued. Applicants residing outside Virginia can arrange to take the test in their state of residence. For more information concerning Escort Certification in Virginia, call the Virginia Department of Motor Vehicles at (804)786-3495.

## **SECTION 14 - Escort Vehicle Requirements**

- A. Depending on the route being traveled,
1. Front and or rear escorts shall be required for vehicles having one or more of the following configurations:
    - a. With a width in excess of five feet three inches (5'3"), as measured from the center of the vehicle to the widest part of the transport vehicle or load;
    - b. exceeding fourteen feet (14') in height;
    - c. eighty-five feet (85') in length;
    - d. when results of an engineering analysis show that escorts are needed to provide traffic control for protection of the city's infrastructure (i.e. Bridge traffic signals, etc...)
  2. Rear escorts will be required for any permitted vehicle with a rear overhang exceeding four feet (4').
- B. All escort vehicles shall:
1. have 180 degrees of forward visibility and a direct line of sight to the rear through a rear window.
  2. not exceed 30 feet in overall length or be over-dimensional in weight, height or width.
  3. not be a combination vehicle.
  4. not carry any materials requiring it to display HAZMAT placards.
  5. be in safe operating condition.

- C. All escort vehicles shall be equipped with a working phone or two-way radio and maintain communication with the permitted vehicle driver and any other escort vehicles involved.
- D. Escort vehicle(s) shall maintain a reasonable and prudent distance in regards to roadway location, speed limit and traffic volumes, in front of or behind permitted vehicle configuration to warn approaching motorists of the oversize or overweight vehicle configuration.
- E. Escort vehicles shall have signs, descriptive of the load it is escorting, i.e., "Wide Load" or "Oversize Load" or "Over-dimensional Load" or "Overweight Load" displayed on the vehicle to be visible to approaching motorist in day or night. All signs shall have black lettering on a yellow background, mounted at least eighteen inches (18") above the roadway surface. The lettering shall be an eight inch (8") minimum height with a one and one-half inch (1-1/2") minimum brush stroke width, and a minimum one inch (1") border all around. Signs shall be clean, legible and mounted securely.
- F. At least one amber high-intensity flashing, blinking or alternating light shall be located on top of the escort vehicle. The light shall be visible for a distance of five hundred feet (500') or greater and from 360 degrees. All lighting shall conform to § 46.2-1026, Virginia Code.
- G. The escort vehicle's headlights and any other steady burning exterior lights shall be turned on while escorting an overweight or oversize permitted vehicle. Hazard 4-way flashers shall not be used when vehicular speed exceeds 35 mph.
- H. A front escort vehicle equipped with a hot-pole is required when the overall height of a vehicle configuration exceeds 14'. The hot-pole shall extend three inches (3") above the specified overall height of the permitted load.

## **SECTION 15 - Safety Requirements**

- A. When movements within the city will stop traffic for any reason an approved traffic control plan or pre arranged police traffic control.
- B. When an over-dimensional movement is routed upon any highway which is too narrow for two-way travel at all points, the front escort vehicle or a flagman shall advance to a point where two-way traffic can be maintained, stopping on-coming traffic at that location. When the load reaches the location where traffic is stopped, the over-dimensional unit shall halt and allow traffic to clear from both directions, the front escort vehicle or flagman shall then advance to the next part for stopping traffic.
- C. Flags - Red flags or any highly visible fluorescent colored flags shall be displayed at each of the four corners of any vehicle configuration that is over-width or over-length. Flags shall be placed at the extremities of the width or length.

Flags must be eighteen inches (18") square and in good condition. Flags are not required when the vehicle is only over-height or overweight.

Exception for Night Moves: For any moves sunset to sunrise, amber lights are required on the extremities in addition to the flags.

C. Flagman - When required to post a flagman to warn and direct approaching traffic, each flagman shall possess a current certification from an approved Virginia Department of Transportation program or an equivalent program of another state to perform this task. The burden shall be on the person moving the load to demonstrate equivalency of the programs. Flagmen shall wear a red or any highly visible fluorescent colored jacket or vest and be equipped with paddles reading "STOP" in white letters with red background. The paddles shall be a minimum of twenty-four inches (24") in diameter and mounted on a pole measuring six feet (6'). Flagmen shall not be less than eighteen (18) years of age and capable of carrying out flagging responsibilities.

D. Amber Flashing Lights - Over dimensional vehicles and loads. One amber flashing light shall be located on top of the towing vehicle plus one amber flashing light shall be located on upper rear of the vehicle or load being hauled, towed or self-propelled. Lights shall be visible for a distance of five hundred feet (500') or greater and shall be of the type approved under Virginia Code §46.2-1026.

E. Signs

1. All permitted loads or vehicles being moved on City roadways exceeding eight feet six inches (8'6") width, sixty-five feet (65') in length or vehicle with a load more than six inches (6") over hang, shall display appropriate warning signs in accordance with the Virginia Department of Motor Vehicles Escort Driver's Manual.
2. Signs shall be posted front and rear and shall read "WIDE LOAD" or "OVERSIZE LOAD." The "WIDE LOAD" sign shall be used when overall width exceeds eight feet six inches (8'6"). The "OVERSIZE LOAD" sign shall be used for over length and other oversize features. More definitive signs such as "WIDE LOAD" or "LONG LOAD" may be substituted for the "OVERSIZE LOAD" sign when appropriate. The "LONG LOAD" sign shall have preference when length exceeds one hundred feet (100') and other oversize features exist.

All signs shall have black lettering on a yellow background, mounted at least eighteen inches (18") above the roadway surface. The lettering shall be an eight inch (8") minimum height with a one and one-half inch (1-1/2") minimum brush stroke width, and a minimum one inch (1") border all around. Signs shall be clean, legible and mounted securely.

F. Securement:

All loads shall be secured as required by Virginia Code §46.2-1155 and 1156.

- G. Vehicle's headlights and any other steady burning exterior lights shall be turned on while moving an overweight or oversized permitted vehicle. Hazard/4-way flashers shall not be used when vehicular speed exceeds 35 mph. This exclusion in the State Code does not preclude the requirement for amber warning lights if so required.

## Part VI

# Emergency Services and National Defense Moves

## **SECTION 16 - Emergency Moves**

Notification for emergency moves will be made to the Public Works Permits Office and will be carefully reviewed. All emergency move requests shall be made through the Hampton Public Works Permits Office at (757) 726 - 2919, or after normal office hours through the Hampton Customer Service Center at (757) 727-8311. After receiving verbal approval for an emergency move, an application for a permit shall be made within one (1) business day after the move.

## **SECTION 17 - National Defense Moves**

The U.S. Department of Defense's Military Traffic Command shall be the sole certifying agency during peacetime for all movements made by an agency declared essential to the national defense. Contact with the City Public Works Permits Office when permitting and routing is required. During a national emergency, movements essential to national defense would be far greater in scope, and those not under direct control of one of the military departments or Department of Defense agencies would be certified by the appropriate emergency transportation authority.

## PART VII

# Exemption to Permit Requirements, No Cost Permits and Permits Covered Under State Permits

**SECTION 18 - Equipment or Items Exempt from Having a City of Hampton Permit**

The following categories of vehicles are exempt under Virginia Code § 46.2-1102 from size limitations and do not require a permit.

1. Farm machinery, agriculture multipurpose drying units, but amber warning lights required.
2. Firefighting equipment.

**SECTION 19 - Equipment or Items Covered under State Permit**

A current, no cost State Hauling Permit will be valid within the City of Hampton for the following as defined in the Virginia Code:

- |    |                           |                            |
|----|---------------------------|----------------------------|
| 1. | Solid waste haulers       | § 46.2-1144                |
| 2. | Concrete mixed in transit | § 46.2-1142, § 46.2-1142.1 |
| 3. | Containerized cargo       | § 46.2-1141                |

Part VIII  
Responsibilities

## **SECTION 20 - Compliance with Federal, State and Local Laws**

The acceptance of a permit by the applicant is his agreement that the vehicle or object can and will be moved strictly in compliance with the terms set forth in the permit; that the operator and vehicle are properly licensed; that the information given by him and as shown on the permit is correct; and that all legal requirements concerning operational authority imposed by the Motor Vehicle Laws of Virginia, Department of Motor Vehicles, City of Hampton, or the Federal Highway Administration / US Department of Transportation have been complied with by the applicant. No person, owner, representative, agent, employee, designee or affiliate of the permittee shall encourage, force or knowingly allow anyone to violate the regulations or restrictions set forth in the permit and regulations. For additional information, contact the permitting authority (See Part I - Section 3.B).

## **SECTION 21 - Injury or damage**

By acceptance of the permit, the permittee assumes all responsibility for an injury to persons or damage to public or private property caused directly or indirectly by the transportation of vehicles and loads under permit. Furthermore, the permittee agrees to hold the Commonwealth of Virginia, Department of Motor Vehicles, City of Hampton and any other state or local agency and their employees harmless from all suits, claims, damages or proceedings of any kind, as a direct or indirect result of the transportation of the permitted vehicle.

## Part IX

Denial; Revocation; Refusal  
to Renew; Appeal;  
Invalidation

**SECTION 22 - Denial; revocation; refusal to renew; appeal; invalidation**

A hauling permit may be revoked upon findings that the permittee violated the terms of the permit, which shall incorporate by reference these rules, as well as state and local laws and ordinances regulating the operation of overweight or oversized vehicles. Repeated violations may result in a permanent denial of the right to use the city roadways for transportation of overweight and oversized vehicle configurations. A permit may also be revoked for misrepresentation of the information on the application, fraudulently obtaining a permit, alteration of a permit, or unauthorized use of a permit.

Permits will be invalid if the vehicle or vehicle combination is found by a law-enforcement officer to be operating in violation of permit conditions regarding route, time of movement, licensing, number of axles or any special conditions contained within the permit.

**SECTION 23 - Violations and Penalties**

- A. The Hampton Police Department, supported by the Department of Public Works Permits Office is responsible for the enforcement of over dimensional/overweight vehicle regulations. Failure to acquire a permit and/or citations that result in a conviction shall be considered a violation.

The owner, operator or person charged with a violation of any weight limit or charged with a violation of the weight limitations of any hauling permit issued by the City of Hampton shall be subject to a civil penalty of liquidated damage assessments as outlined by Virginia Code §46.2 – 1135, as incorporated by City Code §21-1.

Upon issuance of a citation, the owner, operator, or person charged with the violation shall EITHER make full payment as assessed on the citation within 21 days after the citation date to the Department of Motor Vehicles OR deliver written notice to the Department of Motor Vehicles of intent to contest the charge in court as a civil case within 21 days after the citation date. The notification should be sent to:

Department of Motor Vehicles Motor  
Carrier Services  
2300 West Broad Street; Box 27412  
Richmond, Virginia 23209 (804)  
367-0431

- B. The acceptance of a permit by the applicant is his/her agreement that:
  - 1. The vehicle or objects can and will be moved strictly in compliance with the terms and guidelines set forth in the permit and the Moving and Hauling Regulations;

2. The operator and the vehicle are properly licensed;
3. That the information given by the applicant and shown on the permit is correct;
4. All legal requirements concerning operational authority imposed by motor vehicle laws of the United States, the State of Virginia and the ordinances of the City of Hampton have been complied with by the applicant; and
5. All Federal Motor Carrier Safety Regulations have been complied with.

C. Permits will be declared null and void if the vehicle or vehicle combination is found by a law enforcement officer to be operating in violation of permit conditions regarding:

1. Route.
2. Time and dates of movement.
3. Licensing.
4. Number of axles.
5. Any special conditions contained within the permit.
6. Any portion, part or section that has been altered or if any attempt to alter is apparent.
7. The permit's use to represent proper authority for carrying a load and/or moving a vehicle which is not specifically indicated on the permit.
8. The permit's use to represent proper authority for carrying a load and/or moving a vehicle by any company, not specifically named on the permit.
9. The possession of the permit, which does not have the signature of the owner, operator, or designated agent of the permitted vehicle.

## **Appendices:**

A1: Application Form

A2: Certification of Clearance Letter

A3: Bridge Clearance List & Map

A4: Restricted Routes List

*Blank  
Page*