

**CITY OF MISSION VIEJO  
TRANSPORTATION PERMITS  
PROVISIONS AND PROCEDURES**

**AUTHORITY**

Under the appropriate authority of Division 15, Chapter 5, Article 6 of the California Vehicle Code (CVC), the Department of Public works may, at its discretion, issue special permits to operate or move a vehicle or combination of vehicles or special mobile equipment of a size or weight of vehicle or load exceeding the maximums specified in the CVC. Except as specifically provided herein, the requirements of the CVC, including vehicle registration requirements, signing (CVC 27900) and other applicable laws, must be complied within all particulars.

**POSSESSION OF PERMIT**

This permit shall be carried in the vehicle to which it refers at all times while the vehicle is being moved within the highway limits, and shall be open to inspection by any peace officer, traffic officer, authorized agent of the Department of Public Works, or any other officer or employee charged with the care and protection of such highways (CVC 35783).

**ROUTING**

Permittee agrees to the following routing specifications below:

1. Any route **originating** within the City limits shall use the arterial streets subject to the restrictions as referenced in *Item 3 of this section*.
2. Any route with a **destination** within the City limits shall use the arterial streets subject to the restrictions as referenced in *Item 3 of this section*.
3. **Arterial Streets:** Alicia Parkway, Avery Parkway, Crown Valley Parkway, El Toro Road, Felipe Road, Jeronimo Road, Los Alisos Boulevard, Marguerite Parkway, Olympiad Road, Santa Margarita Parkway, and Trabuco Road.  
**Limited use is permitted on Marguerite Parkway and Olympiad Road.** Special City approvals are required for use of **La Paz Road**, the segment of **Marguerite Parkway between Oso Parkway and La Paz Road**, and for **Olympiad Road between La Paz Road and Jeronimo Road**. These are activity corridors, which require special consideration for transportation permits. Permittee shall submit a written request for routes using these segments. Authorization shall be subject to City approvals and noted on the permit or rider.
4. When **passing through** City boundaries, Permittee shall use the through connecting arterial streets of Alicia Parkway, Crown Valley Parkway, El Toro Road, Oso Parkway, and/or Santa Margarita Parkway (Portola Parkway).

**ALLOWABLE HOURS OF MOVE**

Permittee agrees to scheduled trips between sunrise and sunset and follow such hours as specified below:

1. **No** moving will be permitted between the **morning** hours of 7:00 a.m. to 9:00 a.m.
2. **No** moving will be permitted between the **afternoon** hours of 3:30 p.m. to 6:00 p.m.
3. **No** moving will be permitted on **weekends**, on **holidays**, or **during periods of darkness (see Permit Conditions, Section 11)**.

Generally, variances are not permitted; however, any permittee making a request for variances shall submit the request in writing to the Director of Public Works with the justifications based on **special circumstance(s)** for an exception of these hours. The City will review this information and may authorize different hours based on a benefit to the community.

**INSURANCE**

Permittee agrees to maintain an appropriate level of liability insurance and workers' compensation during the term of the permit subject to City verification. Permittee also agrees to list the City as additional insured.

**PERMIT CONDITIONS**

1. **Validity of Permit**

This permit is valid only for movement on the assigned roadways and as approved by the Department of Public Works. County and/or other City permits where appropriate must be secured for travel on roads and streets under their respective jurisdictions unless otherwise specified on this permit.

Annual permits are allowed only in the original form. No reproduced copies are allowed. An "authorized facsimile copy" of a single-trip permit is acceptable provided that the permit lists the vehicle license number under "Type of Vehicle".

2. **Void Permit**

This permit is null and void and hereby declared nonexistent:

- a. If any portion, part or section is illegible,
- b. If it is not signed by an authorized representative of the Department of Public Works,
- c. If any portion, part or section has been altered or if an attempt to alter is apparent,
- d. If presented in the form of a reproduced copy, other than an "authorized facsimile copy",
- e. If used to represent proper authority for carrying a load and/or moving a vehicle, which is not specifically described on the face of the permit,
- f. If used to represent proper authority for carrying a load or moving a vehicle by any company, crew, or equipment not specifically named or organizationally related to the company, agency, or firm to which the permit was issued,
- g. If presented without the attachments firmly affixed that are specifically named and required upon the face of the permit,
- h. If used to represent proper authority for carrying a load or moving a vehicle before and/or after the times and date authorized.

3. **Permittee Agreement**

Acceptance of this permit constitutes an agreement by the permittee to observe and comply with all of the general and specific conditions on the face of the permit and attachments thereto.

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The use of this permit is prima facie evidence that the driver has checked the load and/or vehicle and knows it to be within the limits as set forth hereon and has verified the routing accuracy. The vehicle and/or load authorized under this permit are subject to inspection by representatives of the Department of Public Works and costs of such inspection shall be borne by the permittee.

4. **Repair of Damage**

In accepting this permit, the permittee agrees to repair at his own expense and to the satisfaction of the Director of Public Works, any damage to highway appurtenances or structures. Notwithstanding, work or repair may be done by Department of Public Works forces at the option of the Director of Public Works, the cost to borne by the permittee. In the event of damage to City facilities such as bridges, traffic signals, light standards and other appurtenances, a written report must be filed with the Department within 72 hours after such damage has been done. Failure to make this report will be considered cause for cancellation of all permit privileges pending a satisfactory arrangement with the Department for repair or replacement of the damaged facility.

5. **Liabilities**

The permittee is responsible for all liability for injury to, or death of any person, or damage to property which may occur through any act or omission of either the permittee or the City of Mission Viejo arising from the issuance of this permit. In the event any claim, suit or action is brought against the City of Mission Viejo, its officers, employees or agents thereof, by reason, of, or in connection with any such act or omission, permittee shall defend, indemnify and hold harmless the City, its officers, employees or agents from such claim, suit or action.

6. **Overhead Clearance**

When height of load exceeds legal limits, it becomes the responsibility of the permittee to check all underpasses, bridges, overhead wires or other structures for impaired vertical clearance and to bypass or arrange clearance at such locations.

7. **Reducible Loads**

This permit is issued for the movement of an "Extralegal Load" as defined in CVC 320.5 when loaded at its least dimensions.

This permit is automatically canceled if the permitted dimensions and weight can be reduced to legal limits by repositioning and/or practical removal of a part, portion, or unit therefrom.

Other items may be hauled provided they do not exceed the dimensions of the vehicle or permitted item and the loaded vehicle is of legal axle and gross weights.

Overweight permits shall not be issued for items transported on a conventional flat deck trailer unless the deck is needed to

support a long fragile load or a long load that would cause unbalanced axle group weights.

8. **Tire Capacity**

Permitted axle or axle group weights shall not exceed the rated capacity of vehicle tires except as allowed by Title 13, Article 14, Section 1085 of the California Administrative Code. After January 1, 1988, said weights shall not exceed the rated capacity of the vehicle tires.

9. **Booster-Type Axles**

A booster axle is an axle, generally, having an air or hydraulic cylinder suspension system that can be actuated independently to assume a portion of the weight that would otherwise be carried by adjacent axles. Booster axles and add-on or "Joe Dog" axles shall not be used in the movement of overweight permit loads.

10. **Traveled Way**

Where practical, the vehicle shall be kept in the far right lane of the highway and shall not encroach on highway shoulders except where necessary to allow trailing traffic to pass.

11. **Moving During Darkness**

"Darkness" is defined in Section 280 of the CVC as being "... any time from one-half hour after sunset to one-half hour before sunrise ...." Reference to "sunset" and/or "sunrise" on the face of the permit includes this said one-half-hour grace period before and after sunrise and sunset. Movement is not allowed when visibility is less than 1,000 feet.

12. **City-Observed Holidays**

The following seven holidays are observed by the City of Mission Viejo, and no moving will be allowed within City limits on these days.

New Year's Day (January 1)  
Memorial Day (last Monday in May)  
Independence Day (July 4)  
Labor Day (first Monday in September)  
Thanksgiving Day (fourth Thursday in November)  
Friday following Thanksgiving Day  
Christmas Day (December 25)

13. **Moving in Inclement Weather**

Movement shall not occur in snow, fog, rain or wind when visibility is restricted to less than 1,000 feet. Movement is prohibited when road surfaces are hazardous due to rain, ice, snow or frost, or when use of tire chains is mandatory.

No moving shall be done when the velocity of the wind is such that it causes the vehicle being towed to whip or swerve from side to side or fail to follow substantially in the path of the towing vehicle. Any accident caused by excessive wind or

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weather conditions shall be considered a prima facie violation of this condition.

14. **Movement in Convoy**

Movement in convoy shall not be permitted unless specified on the face of the permit.

15. **Load Signs**

All loads or vehicles being moved on City streets which exceed 8'6" in width, 80' in length, or more than 10' of overhang shall display appropriate warning signs.

Signs shall be posted on front and rear and shall read "**LONG LOAD**" or "**OVERSIZE**". The "**LONG LOAD**" sign shall be used whenever overall length exceeds 100 feet. The "**OVERSIZE**" sign shall be used for shorter lengths and other oversize features. The more definitive signs reading "**WIDE LOAD**", "**LONG LOAD**", "**OVERSIZE LOAD**", "**EXCESSIVE FRONT OVERHANG**," or "**EXCESSIVE REAR OVERHANG**", may be substituted for the "**OVERSIZE**" sign when appropriate. The "**LONG LOAD**" sign shall have preference when length exceeds 100 feet and other oversize features exist. The lettering shall be a 10" minimum height with a 1<sup>5</sup>/<sub>8</sub>" minimum brush stroke, and a minimum 1" margin all around. All signs shall be black letters on a yellow background, mounted at least 18" above the road surface front and rear. Signs shall be neat, clean, legible, mounted securely and visible from straight ahead or behind and to 45 degrees either side thereof.

16. **Pilot Car and Equipment**

It shall be the responsibility of the permittee to ensure that pilot car vehicles and operators are equipped and briefed as to their duties prior to movement. Pilot cars shall be single vehicles with a minimum of 60" in width, and shall operate with a nondestructive vertical clearance measuring device when the companion truck height is in excess of 14'.

Pilot cars are required under the following conditions:

- a. Width in excess of 12—one pilot car to the rear of vehicle
- b. Width in excess of 14'—two pilot cars to the rear and front of vehicle
- c. Length in excess of 105'—one pilot car to the rear of vehicle
- d. Height in excess of 14'—one pilot car in front of vehicle to measure possible obstructions such as traffic signals or illuminated street name signs with a nondestructive vertical clearance measuring device

Pilot cars shall be equipped with:

- a. One each **STOP/SLOW** sign paddle.
- b. One each orange vest, shirt or jacket.
- c. One each red hand flag (18" x 18" minimum).
- d. Two-way radio communication between the pilot car(s) and the transporting vehicle.
- e. Top-mounted flashing amber warning light(s). The lights shall be visible to the front when leading and to the rear when following, and shall be operated at all times when

escorting a permit move. Lights shall be removed or covered with opaque material when not escorting movement described on permit (CVC 25270).

- f. Neat, clean and legible sign(s) visible from straight ahead or behind and to 45 degrees either side thereof. The bottom of the sign shall be a minimum of 48" above the ground. The sign shall read "**OVERSIZE**" when viewed from the front or rear. The more definitive signs reading "**OVERSIZED LOAD**", "**WIDE LOAD**", or "**LONG LOAD**" may be substituted for the "**OVERSIZED**" sign when appropriate. The sign shall have a bright yellow background with black lettering and have a minimum project area of 440 square inches. The lettering shall have a 1" minimum brush stroke with a 6" minimum projected letter height.

18. **Pilot Car Location and Responsibility**

Pilot cars are required when indicated on the permit.

A pilot car shall:

- a. Precede the load on two- or three-lane conventional roads and follow on four- or more lane conventional highways and divided highways. When two pilot cars are required, one shall precede and one shall follow.
- b. Remain right of the centerline of the roadway at all times except when prevented by the physical limitations of the highway. The use of a pilot car does not grant to the permittee the right to pre-empt the opposing traffic lane. When it becomes necessary because of physical limitations of the highway to use a portion of the opposing traffic lane, the permit move shall not occupy that lane until it has been advised by the pilot car that the lane is clear of all oncoming traffic. Opposing traffic is not to be stopped, except in extreme emergencies. It shall be the responsibility of the permit move to stop safely and wait until the opposing lane is free of traffic before proceeding.
- c. Maintain proper interval between load and the pilot car to allow passing by other traffic.
- d. Accompany the permitted load over all operational roadways.

A pilot car shall **not**:

- a. Pre-empt opposing traffic.
- b. Tow another vehicle while being used as a pilot car.
- c. Display the **STOP/SLOW** sign paddle out of the window of a moving vehicle.
- d. Stop opposing traffic except in extreme emergencies.
- e. Convoy more than one load at the same time.

When necessary to post a flagger in order to warn and direct traffic, the flagging shall be done in accordance with Title 8, Sections 1598 and 1599 of the California Division of Occupational Safety and Health Construction Safety Orders and Caltrans "Manual of Traffic Controls". Flaggers shall not be less than 18 years of age.

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**19. Manufactured Homes**

Permits for the movement of manufactured homes shall not be issued except to transporters or licensed manufacturers and dealers. The City requires a Department of Housing and Community Development (HCD) transporter, dealer or manufacturer decal with serial number. The number shall be listed on the transportation permit.

**20. Manufactured Housing Axle Weight**

Axle weights for "Manufactured Housing" (CVC 387) shall not exceed 6,000 lbs. per axle.

**21. Manufactured Housing—Tow Vehicle**

Tractor units towing manufactured housing as defined in CVC 387 that exceed legal width and up to 12' in width shall be equipped with dual rear wheels and shall have an unladen weight as defined in CVC 660 of not less than 6,500 lbs.

Tractor units towing manufactured housing exceeding 12' in width shall be equipped as required above with an unladen weight as defined in CVC 660 of not less than 9,500 lbs.

**22. Open Side Covering**

Open-sided units shall be covered by plywood, hard board or other rigid material. In lieu of rigid material, suitable plastics or other flexible material may be used. Billowing or flapping of plastic or flexible side covering in excess of 6" in any one place will not be permitted.

Units open on both sides, such as used for temporary schools, warehouses, offices, etc., may be moved empty with no side covering.

**23. Inspection by Peace Officer**

Every driver of an extra-legal vehicle, when operating in Mission Viejo, shall be subject to CVC 2803 and CVC 2806, and when stopped by any peace officer will submit to inspection to determine compliance with the size, weight, loading and other provisions of this permit.

**24. Tow Cars**

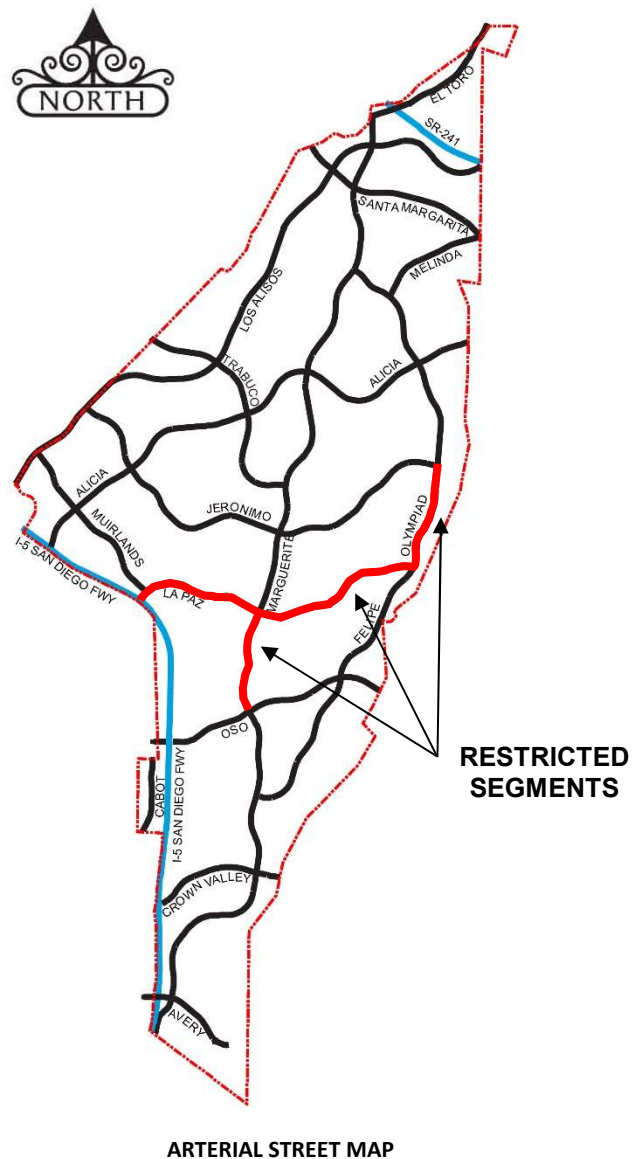
Disabled legal vehicles or legal combination of vehicles may be towed on arterials to the nearest appropriate place of repair, or to the nearest secure storage area that is appropriate for the vehicle or load, whichever is closest and most accessible. It is not the intent of this permit to allow these combinations to be towed to their ultimate destination for convenience, unless that destination meets the above criteria.

Disabled legal vehicles or combination of vehicles, when connected to a tow car may exceed legal gross weight. When one end of a truck or truck tractor of legal weight is elevated by a tow car, the drive axles, the tow car and/or the drive axle or axles of the disabled vehicle may exceed legal axle or axle group

weight limitations. If any axle or axle group exceeds legal weight, movement is limited to the routes or area shown on the attachment.

**25. Towing Permit Loads and/or Vehicles**

Disabled vehicles or combination of vehicles whose movement is authorized by a transportation permit or any disabled vehicle or combination of vehicles which because of damage has incurred distortion in width or height thereby causing an excess in legal dimensions may only be moved at the direction of a peace officer or single-trip permit issued by the City of Mission Viejo.



**ARTERIAL STREET MAP**

**ALL PROVISIONS ARE SUBJECT TO CHANGE**

**I have read the above Provisions and Procedures:**

\_\_\_\_\_  
(Applicant's Initials)