

MENDOCINO COUNTY

DEPARTMENT OF TRANSPORTATION

THE PERMIT PLACE

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DEPARTMENT OVERVIEW

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

Mendocino County Department of Transportation

Office: 340 Lake Mendocino Drive, Ukiah, CA 95482
(707) 463-4363 FAX: (707) 463-5474
E-Mail: dot@co.mendocino.ca.us

Hours: Monday - Friday, 8 am to 4:30 pm

DEPARTMENT SERVICES – GENERAL

The office of the Department of Transportation (formerly known as the Department of Public Works) is located (with the Ukiah road maintenance yard) at 340 Lake Mendocino Drive, north of Ukiah. The Department consists of four Divisions: Administration & Business, Engineering, Land Improvement, and Roads. Permit processes primarily involve the Land Improvement Division.

ADMINISTRATION & BUSINESS:

This Division is responsible for the administrative, budgetary and other financial functions of the Department.

ENGINEERING:

This Division is responsible for design, contract administration; construction inspection, staking and testing; construction engineering; and right of way acquisition for construction projects. Such projects include roadway improvements, storm damage repairs, and bridge repair and replacement.

LAND IMPROVEMENT:

This Division is responsible for Airport administrative functions, Departmental review of all land development applications, such as subdivisions, use permits, development permits, boundary line adjustments, and other land improvement proposals requiring a discretionary review. While our review primarily focuses on project access (private roads, driveways and County maintained roads), we also provide engineering support related to other project aspects such as drainage and geotechnical issues. Projects are reviewed for compliance with local and state regulations, general plan goals and policies, and Department policies and guidelines. Related tasks include recommendation to the decision-making body, review and approval of improvement plans, and inspection of required improvements. The Division administers encroachment permits for work performed within County rights of way such as underground utility work, driveways and road approaches, and street closures for special events. Encroachment permit administration also involves plan review and inspection functions. The Division also administers transportation permits for extralegal loads traveling on County roads. Additionally the Division performs airport administrative functions.

COUNTY SURVEYOR'S OFFICE:

The County Surveyor's Office performs the mandated functions prescribed in State Statutes and County Codes for the County including, but are not limited to, reviewing subdivision maps, parcel maps, record of survey maps, corner records, legal descriptions for unilateral agreements and boundary line adjustments and processing maps and descriptions for recording with the County Recorder's Office. In addition, the County Surveyor's Office maintains indexes of recorded maps and documents, provides technical assistance with legal descriptions or survey related issues to other County Departments, and provides assistance to the public for survey research and mapping questions.

ROADS:

This Division is responsible for the maintenance of more than 1,000 miles of County Maintained roads, consisting of everything from one lane unimproved roads to arterials. Services are provided through the Ukiah road maintenance yard, as well as six outlying road maintenance yards located in Boonville, Covelo, Fort Bragg, Laytonville, Point Arena and Willits.

It is important to note that the Department of Transportation has a large range of responsibilities, many of which are totally unrelated to permits. The information below concentrates on those functions related to permits, as well as other processes that involve a relationship between the public and the County similar to a permit process.

FREQUENTLY ASKED QUESTIONS – DEPARTMENT SERVICES

1. We want our private road to be in the County Maintained Road System. What do we do?

This requires action by the Board of Supervisors. Generally the Department of Transportation will not recommend that a road be brought into the system unless it is constructed or upgraded to new County road standards, with sufficient right-of-way dedicated to the County by all owners having a record interest. The Department of Transportation may be contacted for additional information.

2. How can I view Department of Transportation records?

In addition to copies of all recorded maps, the Department of Transportation keeps records of subdivision and street improvement plans, engineering reports, project documentation, various district maps, survey notes, corner records, right-of-way information, etc. Copies of recorded maps may be provided for a nominal charge during regular office hours (8:00 am to 4:30 pm). It is the policy of this Department to comply fully with the requirements of the Public Records Act as to the availability for review and copying by the public of various data, files, documents or records. Some materials are legally exempt from disclosure, as determined by the Mendocino County Counsel's office.

DEPARTMENT CONTACTS

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

Encroachment Permits

Vacant	463-4075
Paul Tyner	463-6828
Tom Peters	463-4076

Transportation Permits

Vacant	463-4075
Paul Tyner	463-6828
Tom Peters	463-4076

Land Use Entitlements

Tom Peters	463-4076
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County Surveyor

Art Colvin	463-4074
Keri Rynearson-Garrity	463-4259
Mike Bell	463-4072

LAND USE ENTITLEMENTS (SUBDIVISIONS, USE PERMITS, ETC.)

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

Certain land use development processes, such as subdivisions, use permits, boundary line adjustments and development review, involving the Land Improvement Division of the Department of Transportation are not technically *permits*, but involve a relationship between the public and the County similar to a permit process. Fees for processing are set by the Board of Supervisors. Many of these processes are primarily administered by the Department of Planning and Building Services (PBS), so the reader is referred to the Department of Planning and Building Services section of the Binder for additional information. Some mention of the role of the Department of Transportation in these processes is warranted.

THE ROLE OF THE DEPARTMENT OF TRANSPORTATION

Subdivisions, use permits, boundary line adjustments, development review and other land use applications filed with the Department of Planning and Building Services may be referred to the Land Improvement Division of the Department of Transportation. The Land Improvement Division reviews applications and makes recommendations on conditions of approval to the policy boards, primarily related to access issues and impacts on the County road system. The Land Improvement Division may also make comments and recommendations related to non-access issues such as drainage and geotechnical. The decision-making body (*not* the Department of Transportation) sets the conditions of approval.

After approval, the Department of Transportation has continued involvement ensuring that construction-related conditions are met through improvement plan approval and/or construction inspection. In many cases, the decision-making body will issue a tentative approval subject to meeting specified conditions. These conditions may require obtaining an encroachment permit for work involving the County road or right of way. For subdivisions and boundary line adjustments, the County Surveyor in the Department of Transportation ensures that the map or parcel descriptions are adequate before the map or unilateral agreement is recorded. Once all conditions pertaining the Department of Transportation's functions have been satisfied, the Department will report compliance to the lead department, usually the Planning and Building Services Department.

Representatives of the Department of Transportation also sit on the County's Subdivision Committee, the Roundtable Forum Preapplication Conference and may be present at Custom Preapplication Conferences coordinated by Planning and Building Services.

FREQUENTLY ASKED QUESTIONS- SUBDIVISION ROAD REQUIREMENTS

1. What road requirements will be imposed by the Department of Transportation for my proposed subdivision?

We do not impose requirements. In reviewing a proposed subdivision or other project, we make recommendations for conditions of approval to the Planning Commission. In approving a project, the Planning Commission imposes conditions, which may or may not deviate from our recommendations. Recommended road requirements will depend on many factors unique to any given situation. For a typical minor subdivision (creating not more than four parcels plus a remainder) an 18-foot wide rocked road may be appropriate. A standard road approach at the County road and a turnaround at the end of the subdivision road may also be recommended. For further division of properties previously created by subdivision, higher road standards may be recommended. Parcel size and number of parcels served

will also be considered in determining the appropriate road standards. A pre-application conference may be useful for obtaining our preliminary recommendations for road improvements.

2. Since my road was previously approved by the California Department of Forestry, shouldn't it be acceptable for my proposed subdivision?

Not necessarily. Subdivision road standards recommended by the Department of Transportation may differ in some respects from those accepted by the California Department of Forestry.

3. Does the Department of Transportation have adopted road standards?

Yes, the Mendocino County Board of Supervisors approved the County Road Standards August 14, 2008. Our permits are now based on these standards with some references to the California Department of Transportation (Cal-Trans) standards. Our standards are available in book form or from the County website in PDF form.

4. What is the minimum easement width required to provide access for new parcels created by a subdivision?

Access to each parcel must be provided by fronting on a publicly maintained street, or a private road easement of adequate width. Pursuant to County Code, if the private road easement serves four or less parcels, a minimum easement width of 40 feet is required. If the road easement serves more than four parcels, or has the potential to serve more than four parcels, the easement width shall conform to requirements for a major subdivision or parcel division, generally a minimum of 50 or 60 feet. Where terrain is steep, additional easement width may be needed to accommodate roadway cut and fill slopes.

5. When can the preparation of a parcel map be waived?

To complete a minor subdivision, a survey of the property is generally performed and a parcel map is prepared and recorded. A parcel map may be waived for subdivisions creating only two parcels, up to four parcels of 40 acres or more, or up to four parcels for agricultural lease. A parcel map may not be waived for a minor subdivision if the parcel to be divided was created through a previous parcel map waiver. Also, to qualify for a parcel map waiver, other findings must also be made pursuant to State law and locally adopted resolution. In cases where a minor subdivision qualifies for a parcel map waiver, legal descriptions are prepared for the parcels being created, and a unilateral agreement is recorded.

6. Can I complete a subdivision prior to constructing required road improvements?

Yes. In general, road improvements required as a condition of approval for a subdivision must be constructed prior to completing the subdivision. A subdivider has the option of entering into a subdivision improvement agreement, which would allow for the completion of the subdivision, while deferring the construction of required improvements. The agreement requires the subdivider to provide bonds or other surety to cover the cost of the improvements based on improvement plans and an engineer's estimates. Because of the costs involved, subdivision improvement agreements are used mostly for larger projects. Subdivision improvement agreements require action by the Board of Supervisors and are processed by the Department of Transportation.

ENCROACHMENT PERMITS

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

ENCROACHMENT PERMITS – GENERAL

By State law and local ordinance, any person or agency performing any work in a County Road right of way must first obtain an encroachment permit from the Department of Transportation. Encroachment permits are issued for driveways, private road approaches, commercial road approaches, underground and aerial utility work, or any other kind of work performed within the right of way. Encroachment permits are also issued to allow street closures for events such as parades, farmers markets, street fairs etc.

The California Streets and Highways Code and the Mendocino County Code both require *any* person who performs *any* work within the County Highway to first obtain an encroachment permit from the Department of Transportation.

The term “Highway” is defined in the Streets and Highways Code as being *all or any part of the entire width of right of way of a county highway, whether or not such entire area is actually used for highway purposes.*

The term “encroachment” includes any tower, pole, poleline, pipe, pipeline, driveway, private road, fence, billboard, stand or building, or any structure or object of any kind or character not particularly mentioned in this section, which is placed in, under or over any portion of the highway.

Fees are required for the various categories of encroachment permits, as established by the Board of Supervisors. Fee amounts may change from time to time, so applicants should check with the Department prior to submitting a completed application.

The Department currently processes encroachment permits for the following categories:

1. ROAD APPROACHES

- Residential Driveway Approach (private driveway)
- Commercial Driveway
- Private Road Approach
- Field Entrance
- Temporary Road Approach
- Upgrades to driveways or road approaches
- Upgrades to driveways or road approaches necessitated by a change in use

2. EXCAVATION

- Involves any underground facilities, road and/or shoulder improvements, or any other type of work requiring any form of excavation (excluding the setting of utility poles and road approaches).

3. ANNUAL

- Issued to utility companies, cities, and special districts. Annual permits cover emergency work and routine services.

4. STREET CLOSURES

- Issued to organized groups that have appropriate insurance, for the purpose of conducting events such as parades, farmers markets, foot races, etc.

5. TREE TRIMMING

- Issued to any person or company that performs any pruning or removal of trees and/or brush within the County Highway. This includes trimming/removal for electric lines and driveway sight distance as well as various other reasons.

6. DUST CONTROL

- Issued to any person or organization that wants to apply a dust palliative upon any of the unimproved roads in the County Maintained road system.

7. TRAFFIC CONTROL

- Issued to any person or persons who need to regulate and control traffic on roads in the County Maintained system.

8. LANDSCAPING

- Issued to any person or persons who desire to install any landscaping within the County Highway, provided that the improvement does not increase the road maintenance effort of the County and nothing of a permanent nature is constructed within the public rights of way.

9. MISCELLANEOUS

- A catchall category to cover any other situation not described above.

Encroachment permits are generally issued for a six-month period. The Department will issue time extensions for an additional six months upon request and payment of appropriate fee. At the Department's discretion, a time extension may be issued for a different period of time when the situation warrants.

FREQUENTLY ASKED QUESTIONS – ENCROACHMENT PERMITS

1. What is an encroachment permit?

An encroachment permit is used to grant permission to any person or agency to perform work within the County Highway.

2. What does the term “County Highway” mean?

“County Highway”, as defined by the California Streets and Highways Code, includes all or any part of the entire width of right of way of a county highway, whether or not such entire area is actually used for highway purposes. Where deeded or other written right of way exists, the extent is defined by the document. In other cases, where fences exist on either side of the road, the extent of right of way is generally anything between the fences. Where fences do not exist, the County usually has prescriptive rights of way from top of cut bank to toe of fill slope. This would also be considered “County Highway”.

3. Why do I need an encroachment permit?

Any time you perform *any* work within the public right of way of a County road, an encroachment permit is required by both County ordinance and State law. That means even if you are constructing or

improving a driveway to your own property, that portion of the driveway that connects to the County road, and lies within the public right of way, requires an encroachment permit.

4. When do I need an encroachment permit?

You will need an encroachment permit any time you perform *any* work within *any* public right of way. This includes utility work (such as sewer connections, water connections, underground telephone, television or electrical connections), road approaches, driveways, culvert installation, ditch cleaning, tree trimming or removal, or any other kind of work that will be performed within the public right of way.

5. What does an encroachment permit let me do?

An encroachment permit will authorize you to perform certain operations or kinds of work within the County Highway. It does not authorize any work outside the County Highway. If your planned work extends beyond the right of way onto property you do not own, permission must be obtained from the owner.

6. I own the property to the center of the road. Do I still need an encroachment permit?

Yes. Even if you own the underlying fee of the roadway and there is no written right of way document, the County still has what is known as a *prescriptive* right of way for all that land that is used as roadway and its appurtenances (meaning fill slopes, cut banks, ditches, etc.). Therefore, an encroachment permit is required for that portion of the work that falls within the *prescriptive* right of way.

7. Why do I need an encroachment permit to build access to MY property? Don't the permits I got from THE COUNTY cover this work?

Both the County Code and California law (specifically the Streets and Highways Code) require that *anyone*, performing *any work in the public right of way*, first obtain an encroachment permit from the applicable agency. By utilizing the encroachment permit process, the Department of Transportation has an opportunity to review the site to ensure adequate drainage facilities (if required), as well as adequate safety precautions for both the driveway user and the traveling public.

8. I've already been to THE COUNTY and obtained all of my permits. Who are you?

The Department of Transportation is also part of *THE COUNTY*. We are responsible for administering the entire *system* of County maintained *public rights of way* for the people. Not only for the local residents, but the entire traveling public, be they locals or travelers from afar. The Department of Transportation has the responsibility and the authority for issuing encroachment permits for activities within the County Maintained public rights of way.

9. Why didn't someone tell me I needed an encroachment permit?

Through the permit streamlining process, a concentrated effort is now being made to advise all applicants of all the necessary permits that will or may be required for their particular project from the various agencies involved.

10. Why do you need all this information? Doesn't THE COUNTY already have that information?

While other County offices may well have some of this same information, the Department of Transportation, as the administering department for encroachment permits, needs the information also.

Through the permit streamlining process, County agencies are looking for ways to reduce such duplication.

11. Should I get a permit for my project, or should my contractor?

If your project is merely a driveway or road approach, we can and will issue the permit to either party. If there is any utility work, underground work, or excavating of any kind (other than driveway work), then the contractor should apply for and obtain the permit.

12. Does my contractor need an encroachment permit?

If you are constructing a new driveway or upgrading an existing one, *either* you or your contractor should obtain an encroachment permit. If you are installing utility connections, you should contact that particular utility company and ask them to provide the proper drawings for their facilities. Then you must have your contractor present those drawings together with an application for encroachment permit to the Department of Transportation. For underground work, we require that a *properly* licensed contractor obtain the permit and perform the work.

13. Does the utility company need an encroachment permit?

Yes. The utility companies must also obtain encroachment permits for that portion of their work that falls within the public right of way.

14. Can't I get one encroachment permit to cover all work?

You may apply for one encroachment permit to cover multiple phases of your project (construction of road, driveway, utility improvements, etc.) if *all work is shown on one set of plans* accompanying the encroachment permit, and those plans have been signed by the utility company as approved for construction.

15. Is there a fee for encroachment permits?

Yes. Fee amounts are set by the Board of Supervisors. Contact the permit technician at the Department of Transportation for the applicable fee for your project.

16. How long does it take to get an encroachment permit?

The time frame varies based on the type of work, the adequacy of application information and plans submitted by the applicant, and the work load of the department. Although routine permits may be issued in about 3 weeks, the applicant should allow for more time in planning the commencement of work.

17. When does the work authorized by this permit need to be completed?

Most encroachment permits are issued for a period of 6 months. Upon request, certain long-term projects may be issued permits that are valid for a longer period of time. Six-month time extensions are available upon request for a nominal fee.

18. Why do I have to pave my driveway, isn't gravel good enough?

All newly constructed, improved or upgraded driveways must conform to the accepted County Standards. The standard requirement for driveway surfacing is that the new road approach be surfaced with material that is equal to, or better than, the existing surface of the County Road. This is not to imply that your entire driveway must meet these standards, only that portion that falls within the County

right of way. Gravel driveways abutting paved roads allow the edge of the road pavement to break away, and also allow gravel to be spread onto the County road, contributing to safety hazards.

19. Why do I have to pave my driveway when my neighbor across the street doesn't?

Newly constructed or improved driveways are required to comply with the accepted standards, which includes matching the surface type that is on the County Road. When (if) your neighbor improves his or her driveway the same requirements will apply.

20. Why do I need such a large culvert under my driveway? My neighbor's culvert is small.

The Department of Transportation is responsible for the maintenance of roadside drainage facilities through authority delegated by the Board of Supervisors. Since we are responsible for the County roads and rights of way, we have the authority to specify the acceptable size, installation, and maintenance of any roadside culverts under driveways. Driveways are an encroachment into the County right of way and require the permission of the County in the form of a permit. The municipal code states that the cost of the culvert or drainpipe and the installation thereof shall be borne by the person or persons making the application and under supervision of the department.

21. What is "sight distance"? When do I need it?

In reference to driveways and road approaches, "sight distance" provides a clear view of the roadway to allow a driver exiting the driveway or approach to avoid conflicts with oncoming traffic. This also allows roadway traffic to see and react to vehicles turning onto the driveway or approach. The distance required increases as the expected speed on the roadway increases. Adequate sight distance is required for projects where vehicles enter or exit the public roadway (such as driveways or road approaches).

22. Will someone meet me at the site before construction?

Yes. Prior to issuing the permit or beginning work, a representative of the Department of Transportation will meet on site with you or your authorized agent to review the project and the provisions and requirements of the permit.

23. When does the Department of Transportation need to see the project?

We need to see the completed project in order to approve the work. However, depending upon the scope of the project, we may need to see the project several times throughout construction or even prior to beginning construction. This will be determined during our review of the application.

STREET CLOSURE PERMITS

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

STREET CLOSURE PERMITS – GENERAL

Technically this is a subset of encroachment permits, as that is what is issued to allow the street closure. The process warrants separate discussion.

The California Streets and Highways Code authorizes the County to close County roads or portions thereof when necessary to protect public safety. A valid reason for such a closure is to accommodate special events such as parades, street fairs, farmers markets, etc.

FREQUENTLY ASKED QUESTIONS – STREET CLOSURE PERMITS

1. Who needs a permit to temporarily close a street?

Any person or organization intending to interrupt the normal flow of traffic must first obtain an appropriate encroachment permit for traffic control. Routine traffic control associated with construction projects is normally covered in the permit that authorizes the project. Street closures for parades, farmers markets, street fairs, etc., require special encroachment permits. The first time an event is held, approval is obtained from the Board of Supervisors. Permits for recurring events, substantially the same as previous years, are approved by the Director of Transportation.

2. We are a non-profit organization. Do we still have to pay the fee?

Yes. All persons or organizations must pay the applicable fee for street closure permits. Note that the fee for recurring events is substantially reduced.

3. Why do we have to go through this rather involved process? Isn't this a rubber stamp process?

No. The California Streets and Highways Code authorizes counties to close public streets under certain situations after certain requirements have been met. County staff must first be certain that all requirements have been met prior to granting permission to any individual or group to close a street or road that the public has a right to use.

4. We've already scheduled our parade for next weekend. Can't you speed up the process?

No, the process cannot be speeded up to accommodate a group's schedule. As mentioned above, there are certain requirements that simply must be met or the road cannot be closed to the public. The process has been shortened and streamlined to remove all but the essential procedures that are required by law.

5. Who do I contact for permission to close a portion of a County Road?

The Department of Transportation is the responsible agency for processing street/road closure requests.

6. How long does it take to receive a street closure permit?

For first time requests, the process takes about 6 weeks to complete all the necessary steps. For recurring events (substantially the same as previous years), the process has been streamlined and shortened to about 10 days after receipt of all necessary documents.

7. What are the necessary documents for processing a street closure request?

The necessary documents for processing a street closure request are the same for both first time requests and recurring requests: a fully completed application form; a completed Hold Harmless Statement in favor of the County; and a Certificate of Insurance in the minimum amount of \$1 Million naming the County as an *additional insured*.

8. Is there a fee for processing street closure requests?

Yes. The Board of Supervisors has set the fees for street closure requests. You should check with the permit technician at the Department of Transportation for the current fee.

ADOPT-A-ROAD LITTER PICKUP

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

ADOPT-A-ROAD – GENERAL

Adopt-A-Road is a fun, educational, and worthwhile program that will provide individuals and organizations prominent recognition while saving taxpayer dollars. Applicants can clean up and beautify a stretch of county road with cooperation of the Transportation Department and a minimum of red tape. This is a great way to promote civic responsibility, community pride, and camaraderie within an organization or area of residency.

Participation can be by individuals, organizations or businesses by removing litter or planting and establishing seedling trees or planting wildflowers or removing graffiti. Aside from the participant's own satisfaction, there is public recognition. DOT will place recognition signs on each adopted highway.

The applicants commitment: To pickup litter for a two year period on a two-mile stretch of roadside four to twelve times a year or more, if needed; or plant and establish seedling trees and/or shrubs for two years according to approved plans; or plant wildflowers according to an approved plan; or clean or paint a section of wall for two years; follow all safety and permit requirements.

DOT commitment: To loan the applicants safety gear (orange vests and litter pickers); provide trash bags and dispose of the trash that is collected from the county highway; to pay for and install recognition sign(s); and issue a special encroachment permit at no charge.

FREQUENTLY ASKED QUESTIONS – ADOPT-A-ROAD

1. What is adoptable?

All county roads will be considered for adoption but, if you are planning to do the work with a volunteer crew, certain areas may be unadoptable due to safety or other considerations.

2. What are some reasons why my chosen area may not be adoptable?

The desired road section is already adopted; access to work areas is unsafe; visibility is too restricted; construction or other work is under way or planned; site conditions are unsuitable for your particular project.

3. Are Adopt-A-Road permits renewable?

Yes. You may renew your adopt-a-road permits as many times as you wish.

4. What kind of clothing should we wear when working on this project?

Wear orange vests, which are provided by DOT. You should also consider gloves, long pants, sturdy shoes and long sleeved shirts, which are not provided by DOT.

5. Where can we park our vehicles while picking up litter?

Park outside the roadway and walk in if possible. If you drive to work areas, consolidate workers into a few vehicles. Never park on a bridge or other structure and do not park in grassy areas where your vehicle's exhaust could start a fire.

*Contact the Mendocino County Department of Transportation for more information
or to see if your location is adoptable, or to initiate a project.*

TRANSPORTATION PERMITS

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

TRANSPORTATION PERMITS – GENERAL

Transportation permits are regulated by the California Vehicle Code and are issued for all extralegal loads. Extralegal loads are defined as being over-weight, over-width, over-length or over-height. Any load or vehicle that is not within the legal limits as defined in the Vehicle Code must obtain a Transportation Permit prior to traveling on County Maintained Roads. Transportation permits are routinely issued for the following extralegal conditions:

OVER-WEIGHT

Legal gross weights vary according to the particular vehicle configuration. It is the driver's responsibility to determine if the gross weight for his particular vehicle is within the legal limits established by the State for the various axle spacing and widths as found on various vehicle combinations.

OVER-HEIGHT

Maximum legal height is 14' 0" on public roads. Transportation permits can be issued for heights up to 17 feet if the route is capable of allowing such excess height.

OVER-WIDTH

Maximum legal width is 8' 6" on public roads. Transportation permits can be issued for widths up to 14 feet on most loads and up to 16 feet for mobile homes if the route is capable of allowing such excess width.

OVER-LENGTH

Maximum legal length varies depending upon the particular vehicle combination being used. For a truck and semi-trailer combination the legal length is 65 feet, but lengths up to 135 feet are permissible.

Pilot cars may be required when traveling with extra legal loads. Generally, if load width exceeds lane width and if, because of length and/or width, the load and/or vehicle will encroach into the adjacent lanes, a minimum of one pilot car is required. Other loads require two pilot cars.

Transportation permit fees are regulated by the State and are quite reasonable. The State legislature has passed a law that binds all local governments to set their fees at an amount not greater than that charged by Caltrans.

FREQUENTLY ASKED QUESTIONS – TRANSPORTATION PERMITS

1. Who needs transportation permits?

Anyone who transports an extralegal load (as defined in Section 320.5 of the California Vehicle Code) must first obtain a transportation permit from the applicable agency. For extralegal loads traveling on County Roads in Mendocino County, that agency is the Department of Transportation. The movement of most manufactured or modular homes require a transportation permit.

2. I don't have a copy of the Vehicle Code, what does all that mean?

The Vehicle Code sets the legal limits for height, length, width, overhang and weight for all vehicles traveling on any public road within the State of California. The vehicle code also applies to all County and City maintained roads. If you're unsure about the legality of your particular vehicle or its load, you should consult with the California Highway Patrol or refer to the Vehicle Code.

3. I have a State permit; does that cover me on County Roads?

No. State permits authorize extralegal vehicle configurations on State Highways only. In order to travel on County or City roads and streets, individual permits are required from the County and/or City whose roads/streets you intend to use.

4. What happens if I just don't get a permit?

Like speeding, traveling with an unpermitted extralegal vehicle or load is against the law, and the fines are quite substantial. Such travel is not a constitutional right, but a privilege granted by the agency that is responsible for the maintenance of the roads traveled. The permit process allows the responsible agency to "clear the route", checking to see that the roads and bridges involved are capable of sustaining the proposed loads. It is all about public safety.

5. Will you always route an extralegal load on the shortest route available?

We always route extralegal loads/vehicles on the "best and safest route available".

6. How long does it take to get a transportation permit?

The permit can usually be issued over the counter—the same day.

7. Can you FAX the permits to us?

Yes. As long as you provide us with a FAX telephone number, we can and will fax the permit to you.

8. How can I pay for a permit if you FAX it to me?

Frequent users of the transportation permit system can establish a charge account with the Department of Transportation. Others can provide a faxed copy of a check made out to the County of Mendocino for the appropriate amount, then follow that up with the actual check by first class mail.

9. Do you charge extra for Faxed permits?

No. There is no additional charge for faxing transportation permits.

ROAD ABANDONMENT/VACATION

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

ROAD ABANDONMENT/VACATION – GENERAL

Road abandonment or vacation is the process by which a County maintained road ceases to be such. This requires action of the Board of Supervisors, with the process administered by the Department of Transportation. Fees for processing are set by the Board of Supervisors.

ROAD NAME CHANGE

MENDOCINO COUNTY DEPARTMENT OF TRANSPORTATION

ROAD NAME CHANGE – GENERAL

In order to change the name of a County road, a petition must be filed with the Board of Supervisors including the signatures of at least 75 percent of all individuals with holdings and/or established residences that are either adjacent to, or served by, the subject road. A Road Name Change Petition Fee must be paid to process this request. A copy of the petition may be obtained from the Department of Transportation, and we process the request. Road name changes are considered by the Board of Supervisors only once a year, in January.