

# **California Transportation Permits Advisory Council (CTPAC)**

## **Steering Committee Meeting**

Wednesday, May 1<sup>st</sup>, 2024

10:00 AM to 12:30 PM

Location: Port of Long Beach Maintenance Facility  
725 Harbor Plaza, Long Beach, CA 90802

### **Meeting Summary**

#### **Item #1 – Welcome, Agenda and Purpose of Meeting**

Eric Sauer, Chairperson of CTPAC and Chief Executive Officer of the California Trucking Association (CTA), welcomed attendees. Eric begins by expressing gratitude to everyone present, noting that this gathering has a unique composition with more truckers than agency representatives. He pointed out that the group, established around 2003, serves as a forum for truck operators dealing with permits issued by local jurisdictions, Caltrans, and CHP. The primary goal is to streamline the permitting process and adapt policies to current needs. Acknowledging occasional frustrations due to timing and delays, Eric emphasizes the importance of maintaining regular forums with state agency representatives. Attendees are encouraged to actively participate and take advantage of the group's free membership. Then Eric concluded by thanking the Port of Long Beach for hosting this meeting and encouraging collaboration from everyone to achieve positive outcomes.

#### **Item #2 – Port of Long Beach Update**

Matthew Lyman, Intermodal Operations Coordinator from the Port of Long Beach (POLB) provided updates on behalf of the POLB. Matt shared some updates on the ongoing 9<sup>th</sup> Street railroad crossing project emphasizing safety and efficiency for oversized load transportation. The project, initiated in 2018, addresses outdated routes, particularly a terminal where large equipment crosses active roads at night. With a strong focus on safety, Matt has implemented lifesaving procedures and emergency plans. The 9<sup>th</sup> Street and Pico railroad crossing closure aims to enhance the rail network, maintaining crucial harbor access. His team has streamlined the permitting process and developed plans to ensure safe travel during construction, addressing vertical constraints and specific road requirements in L.A. Outreach to the City of L.A. involves providing information and conducting bridge analyses to facilitate the project. The first phase involves improving the turning radius along Anaheim Way. They used a 300-foot-long heavy haul combination as a design vehicle to determine the turning movement. Currently, the project has completed 100% of the design phase of Phase 1 with an anticipated completion date of September 2025.

#### **Item #3 – Caltrans Updates**

Thomas Schriber, Chief of the Caltrans office of Commercial Vehicle Operations, introduced himself and informed the audience about agenda modifications, notably Captain Brian Cocagne would not be available for the meeting due to other conflict and Sergeant David Kelly was going to cover for the CHP items. Also, Southern California Contractor Association (SCCA) has withdrawn their proposal from the meeting. He shared exciting news about the QuickMap truck's nomination for an award by the California Transportation Foundation and encouraged attendees to submit photos of their truck drivers using QuickMap, emphasizing its importance in modern transportation.

Transitioning to Caltrans updates, Thomas introduced the Caltrans team and provided personnel updates. He expressed gratitude to Daniel Teclé for filling in as supervisor for variance and single trip permits while Devinder Sandhu was working in different assignment. He introduced Abdur Mahmood (AR Mahmood) and acknowledged Narayan Selwal's contributions to Caltrans Transportation Permits Programs.

Thomas revisited a survey conducted a year ago, highlighting progress in addressing concerns, including improvements to the virtual call center to enhance user experience and steps towards eliminating fax machines, signaling operational progress. He discussed electronic credit card processing, explaining a new agreement with vendors that would enable electronic submission and processing of payments, eliminating the need for faxed applications and enhancing efficiency. He emphasized the importance of maintaining separate queues for single trip permits to ensure efficient processing and minimize delays. Thomas elucidated the rationale behind prioritizing certain permits within the STARS system, underscoring the need for strategic management of permit processing workflows.

Addressing queries about the online permitting system, Thomas provided insights into efforts to incorporate automated routing features. Despite challenges in obtaining IT approval, he remained optimistic due to support from AASHTO and ongoing discussions to advance the initiative.

In conclusion, Thomas invited further questions or comments, fostering an open dialogue and collaborative atmosphere. His comprehensive updates and proactive approach demonstrated a commitment to continuous improvement within Caltrans operations.

#### **Item #4 – CHP Updates**

Sergeant Dave Kelly from the California Highway Patrol (CHP) provided updates on behalf of CHP. He highlighted challenges in scheduling variance permit moves due to increased number of requests, and staffing limitations, exacerbated by auxiliary duties like civil disturbances. Dave emphasized CHP's interest in real-time verification of permits issued by Caltrans through a proposed portal, while still relying on paper copies or phone calls for local permits.

Dave discussed personnel changes, mentioning new staff, including a captain with expertise in crash investigations and commercial operations, ensuring continuity in CHP operations. During the Q&A, concerns about billing processes and slow level one inspections were addressed, with Dave assuring efforts to revise policies and direct field officers accordingly. He stressed the importance of consistent inspection, and enforcement and encouraged feedback for policy implementation.

Addressing voluntary inspections, Dave clarified CHP's efforts to limit such inspections and to specifically distinguish scheduled level-one inspections required for CHP escorts. Despite challenges in disseminating directives, Dave assured ongoing efforts to reinforce policy through training and directives. In overall, his address highlighted CHP's commitment to safety and efficiency in commercial transportation amidst operational challenges.

#### **Item #5 Southern California Contractors Association (SCCA):**

Proposal regarding expedited permit issue for Caltrans projects by Suzanne Scheideker Cook, SCCA was withdrawn.

## **Item #6 – Roundabouts on the State Highway System (SHS)**

Narayan Selwal, a senior transportation engineer at Caltrans presented information about roundabouts in California's State Highway System. He emphasized the importance of understanding roundabouts and their benefits. He encouraged everyone to grab hard copies of roundabout brochures which were made available in the meeting room. The following types of roundabout brochures were made available in the room, both in English and Spanish languages:

- A step-by-step guide to driving a multi-lane roundabout.
- Pedestrians and Bicyclists use of Modern Roundabouts.
- Roundabouts for Large trucks and oversize-overweight vehicles.

He also pointed out that these brochures are available in electronic versions as well as on the [website](#). He urged attendees to familiarize themselves and also educate truck drivers on how to navigate around roundabouts by reading the brochure's contents.

Narayan spotlighted a new roundabout recently built in San Benito County at the junction of SR 156 and SR 25, featuring raised curbs separating lanes (also known as Turbo Roundabout). He pointed out the challenges oversized vehicles face in navigating this roundabout and mentioned ongoing coordination with the district 5 office to establish appropriate restrictions for oversized trucks. Sergeant Kelly, another participant, discussed issues such as failure to yield and lane positioning violations, proposing integrating roundabouts into licensing questions in DMV, and enhancing driver education. There were some concerns about left-hand turns within roundabouts and improper utilization emphasizing the need for continued collaboration between agencies to improve road safety.

Despite the challenges, the team expressed optimism about the long-term benefits of roundabouts, emphasizing the importance of ongoing education and collaboration. The group discussed planning challenges, public awareness, and legislative proposals to mandate yielding to trucks. Concerns about navigating local jurisdictions' processes and the need for state-level legislation for consistent traffic regulations were raised.

The discussion highlighted the complexities of roundabout implementation, particularly for oversized vehicles, and the need for improved communication and coordination among stakeholders. The commitment to addressing these issues aims to ensure the safe and efficient movement of traffic through roundabouts. As an action item, Eric Sauer requested Caltrans to provide a list of statewide roundabouts and electronic versions of the roundabout brochures. Also, Eric asked Caltrans to inform about any new roundabout projects if they are proposed to be built on SHS. They don't get notifications even though Caltrans districts conduct public hearings in the project development phase.

## **Item #7 – Workgroup Updates**

### **a) Crane**

Michael Vlamming said that his crane group is still working to develop a Multi-Destination Repetitive Permit (MDRP).

### **b) Annuals**

No update.

### **c) Fixed Loads/Tow Trucks**

No update.

### **d) Variance**

No update.

### **e) Inspection Report**

Before the meeting began at about 9:15 AM, Lorin Sabin and Eric Peterson from the Industry side had a discussion with the Caltrans team including Thomas Schriber, Narayan Selwal, Michael Lee, and Raha Hezar regarding allowable permit weight for the highway platform trailers. Currently, Caltrans only allows a maximum of straight purple weight which is recorded in the inspection report. Lorin requested Caltrans to consider allowing bonus weight and revise the inspection report. As a follow-up, the Caltrans team will review the request and analyze the equipment vs bridge structures if a weight increase to bonus is possible.

Eric Sauer asked for updates on various workgroup items, starting with Cranes. He encouraged the fixed loads work group to work collaboratively with Narayan and Thomas to address issues with permit weights due to smaller, carbon-compliant tractors increasing loads by one to two tons. Eric highlighted ongoing efforts to resolve policy issues related to variance permits and thanked Narayan, Thomas, and others for their cooperation. He emphasized the importance of these meetings for building relationships and resolving issues, noting the work in progress on inspection reports and permit writers' interpretations of the permit policies.

### **Item #8 Caltrans Action Items Updates**

Narayan Selwal, Chief of Transportation Permits Policy, and Compliance/ Legal Truck Access Branch shared the following updates. Also, Daniel Teclé, Variance Permit Manager provided some clarifications on the current process of Variance permits.

- Revision of Chapter 5 of the transportation permits manual has been completed and will be published soon. Revision of Chapter 10 and outdated appendices have been started.
- Developing a searchable database for inspection reports is in progress. The IT Project Manager and his team are collaborating with the permit office staff regularly. Permits Office staff provided business requirements. The IT team has been exploring options to develop the best solution. No specific timeline for completion has been determined yet.
- A new Transportation Permits Policy Memorandum (TPPM) is proposed for the Variance Permit process. Some hard copies of the draft TPPM were distributed as handouts to the attendees before the meeting. The new TPPM intends to specify a time limit of 60 business days to set a move date with CHP after the variance coordinator reviews and approves the proposed route. Daniel provided an overview of the current process below.

#### **Current Variance Permitting Process:**

After the variance permit writer completes a review of the variance permit application and approves the route, he/she sends the package including the CHP Escort Form to the CHP Division Office Variance Coordinator to schedule a move date. At the same time, they send the package to the customer in a Transmittal letter letting them know to coordinate with the local CHP Variance Coordinator to find out an agreed-upon move date and time. Once the customer and CHP come up with a move date and time, the customer is supposed to notify Caltrans Variance Permit Writers. Once Caltrans permit writers receive the move date, they double-check the route and approve the permit.

#### **The challenge:**

The record shows that sometimes Caltrans permit writers don't hear back from the customer and the variance permit remains in the pending list for a long time. These pending variance permits range from as old as a few months to more than two years old creating a huge list of

pending variance permits not knowing whether customers want the permits anymore.

**The New TPPM:**

The TPPM sets a timeline of 60 business days in which the customer is supposed to contact the local CHP Division office, coordinate the move date and time, and get back to Caltrans Permit writers. If the customer is unable to get back to Caltrans permit writers within 60 days, the permit will be denied. After that, if the customer still wants to continue with the permit, they need to start over again and it goes to the back of the queue for processing.

**Item #9 Public Comment**

- 1) A group member expressed concerns about the proposed 60-day limit on pending variance requests despite uncertainties in obtaining variances within 30 days due to lengthy processing times, posing challenges in securing permits promptly.
- 2) A question was raised about accessing Route 210 in San Bernardino, facing difficulties due to needing permits from multiple cities. Despite the completion of the job six months ago, there are still restrictions on Highway 210, causing inaccuracies in the database regarding the time window and access for oversized loads. They are asking Caltrans to update the database. Narayan agreed to take a look and coordinate with districts to address the issue.

**Item #10 – Summarize Action Items from Meeting**

- 1) Caltrans is to send the electronic version of the roundabout brochures to Eric Sauer, which he will push out to all stakeholders and beyond.
- 2) Eric Sauer will be checking in with CHP, DMV, and Caltrans to investigate the possibility of legislation for roundabouts, where essentially it would be doing what other states have adopted or codified, which is having passenger vehicles yield to trucks upon entering.
- 3) CTPAC members are to review and send their comments on the draft TPPM by the end of June 2024.
- 4) The industry is to reach out to local agencies for roundabout projects in local routes.
- 5) Caltrans is to update restrictions on the Database promptly after highway projects are completed and opened for traffic.

**Item #11: Next Meeting**

The next CTPAC meeting will be held in Southern California because of members' high attendance. The date, time, and location will be shared soon as the meeting is scheduled probably in August.

**Item #12 – Adjourn.**

The meeting was adjourned by Eric Sauer.

**CTPAC Action Items:**

<b><u>No.</u></b>	<b><u>CTPAC Meeting</u></b>	<b><u>Item</u></b>	<b><u>Status/Notes</u></b>
1)	4/22/2019	Annual electronic copy of truck permit to replace hardcopy permit	<p><b>01/16/20:</b> Kien stated that there are no reasons that annual electronic copy of truck permit should replace hardcopy permit given the frequency of usage. Kien fully supported the electronic copy of the single trip permit, but not annual permit. The haulers should always keep the permit in possession.</p> <p><b>06/17/21:</b> Caltrans is working with IT Division to develop an online system that allows the customers to submit the permit applications electronically, including annual, repetitive and sea container.</p> <p><b>10/06/21:</b> On-going.</p> <p><b>02/10/22:</b> Three information technology staff are currently working on an online interface system for applying and issuing annual, repetitive, and sea container transportation permits.</p> <p><b>06/30/22:</b> on-going.</p> <p><b>11/17/22:</b> on-going.</p> <p><b>04/17/23:</b> on-going.</p> <p><b>08/03/23:</b> on-going. Eric will meet with Caltrans Director to discuss automated transportation permits.</p> <p><b>12/13/23:</b> on hold. Eric affirmed that CTA supports the implementation of automated permit issuance.</p> <p><b>5/1/2024:</b> Caltrans is working on developing an online credit card payment system, and once the system is available, an annual permit can also be charged into the online system eventually.</p>

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2)	10/06/2021	Brian Frazer of Caltrans Design - Roundabouts - Described industry role in providing feedback. Discussed possible changes to CVC and CA Commercial Drivers Handbook.	<p>On-going</p> <p><b>02/10/22:</b> Eric will reach out to DMV to discuss the possible updates of Commercial Driver Handbook. Eric will follow up with possible changes to CVC.</p> <p><b>06/30/22:</b> Follow up meeting by CHP, CTA, and Caltrans on possible vehicle code changes and changes to Commercial Drivers Handbook related to commercial vehicles in roundabouts. Industry will review the locations of where the roundabouts are being planned and provide comments.</p> <p><b>11/17/22:</b> DMV is agreed to include roundabouts info in the July 2023 update.</p> <p><b>04/17/23:</b> New OS/OW design vehicle template has been added in Caltrans HDM and DMV will update roundabouts info in the next issuance.</p> <p><b>08/03/23:</b> New OS/OW design vehicle template has been added in Caltrans HDM and DMV will update roundabouts info in the next issuance.</p> <p><b>12/13/23:</b> New OS/OW design vehicle template has been added in Caltrans HDM and DMV will update roundabouts info in the next issuance.</p> <p><b>5/1/2024:</b> Roundabout brochures were distributed to the members. Electronic versions of brochures will be made available to share with all members. The brochure contains information on how to navigate around roundabouts safely including by OSOW vehicles. Informed members that some restrictions may be applied for OSOW vehicles to roundabouts based on the turn movement analysis.</p>
3	10/06/2021	<p>Inspection Report Requirements:</p> <p>Permits Processing</p> <p>1. Inspection report requirements for</p>	<p><b>10/27/2021:</b> Caltrans issued clarification memo regarding inspection report requirements.</p> <p><b>02/10/22:</b></p> <p>1. Caltrans met with industry virtually on 6 January 2022 to clarify the inspection report</p>

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		<p>California haulers – CT Permits will issue clarification MEMO and update permit writers via training.</p> <p><b>2.</b> Two tiered variances. Brad Tuttle will follow up with Permits Manager Devinder Sandhu via Webex, on or before week ending 10/22/2021.</p>	<p>requirement memo. Work group is formed to review vehicle inspection requirements. Eric will provide a list of inspection report work group members.</p> <p><b>2.</b> Caltrans met with Bragg Heavy Transport virtually in October 2021 to discuss the issues related to two tiered variances and issues resolved.</p> <p><b>06/30/22:</b> Work group submitted inspection report proposal. Caltrans will review the proposal and provide feedback.</p> <p><b>11/17/22:</b> Caltrans provided feedback and is working with IT to develop a searchable database for inspection reports. Eric and Lorin will work on a band-aid solution while Caltrans develops a searchable database for inspection reports.</p> <p><b>04/17/23:</b> Caltrans management approved the IT project, and the Permits Office is working closely with IT staff to develop the database.</p> <p><b>08/03/23:</b> The IT project is in the queue and will be worked on in the order received.</p> <p><b>12/13/23:</b> The IT staff are working on the project.</p> <p><b>5/1/24:</b> Permit staff provided business requirements and the IT team is working.</p>
4	<b>06/30/2022</b>	<p><b>1)</b> Additional \$50 charge on variance permits when the work was already done on a previous permit.</p> <p><b>2)</b> Variance permits turnaround time.</p>	<p><b>06/30/22:</b> Caltrans will clarify with the variance team on additional charges and provide feedback.</p> <p><b>11/17/22:</b> No update.</p> <p><b>04/17/23:</b> Caltrans variance permit team will work with the industry to clarify issues related to variance permits.</p> <p><b>08/03/23:</b> Caltrans will continue to work with the variance workgroup to improve permit turnaround time.</p>

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			<p><b>12/13/23:</b> Caltrans will continue to work with the variance workgroup to improve permit turnaround time.</p> <p><b>5/1/24:</b> Efforts continue to improve permit turnaround time.</p>
5	<b>06/30/2022</b>	SR 70 Red Route	<p><b>06/30/22:</b> Caltrans HQ will follow up with the district and CHP regarding SR 70 red route.</p> <p><b>11/17/22:</b> Stakeholders and CTA will follow up with District 2 DTAM to provide relevant information regarding Plumas Route 70 red route request.</p> <p><b>04/17/23:</b> Caltrans will follow up with District 2 regarding Plumas Route 70 Red Route Request.</p> <p><b>08/03/23:</b> Caltrans will follow up with District 2 regarding Plumas Route 70 Red Route Request.</p> <p><b>12/13/23:</b> Caltrans shared recent route reclassifications and revisions to the red route summary table.</p> <p><b>5/1/24:</b> Done, no further update needed.</p>
6	<b>12/13/23</b>	TPM Chapter 5 revision	<p><b>12/13/23:</b> CTPAC members and CHP will review the TPM Chapter 5 revision and provide comments by the end of January 2024.</p> <p><b>5/1/2024:</b> all comments were addressed, and the final version will be posted soon.</p>
7	<b>12/13/23</b>	TPPM 2023-03 Single Trip Permit Issuance. Revised TPPM 2017-01 Annual Permits for Overweight Intermodal Cargo Containers (Ports of LA/LB)	<p><b>12/13/23:</b> Caltrans shared two draft TPPMs with the group. CTPAC members and CHP will review the draft TPPMs and provide comments by the end of January 2024.</p> <p><b>5/1/2024:</b> No comments received. TPPMs were signed on 2/28/2024 and posted on the Caltrans website.</p>

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8	5/1/24	New TPPM 2024-02 for Variance Permit Issuance	<b>5/1/2024:</b> TPPM was presented in the CTPAC meeting at Long Beach. Members are encouraged to provide comments. Comments are due within a month.