

California Transportation Permits Advisory Council (CTPAC)
Steering Committee Meeting

Thursday, September 5th, 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 the attendees. He expressed gratitude for their presence, noting the unique composition of this gathering, which includes more truckers than agency representatives. The primary goal of the meeting is to streamline the permitting process and adapt policies to current needs. He encouraged attendees to actively participate and take advantage of the group's free membership. Eric concluded by thanking the Port of Long Beach for hosting the meeting and urging everyone to collaborate to achieve positive outcomes.

Eric also mentioned that a formal letter has been sent to Caltrans director, urging the adoption of a 24/7 automated permit system, similar to systems that have been implemented in other states.

Item #2 – Port of Long Beach Update

Matthew Lyman, Intermodal Operations Coordinator from the Port of Long Beach (POLB), provided updates on the 9th Street closure and the Heavy Haul Route Improvement Project.

The 9th Street railroad crossing was closed on March 9, 2019, to enhance rail operations and expedite the movement of goods through the Port. During the closure, oversized trucks and cargo have been using alternative routes. For certain oversized trucks unable to use these alternative routes, the Port has offered special permits to cross the 9th Street railroad crossing, with approval from the City of Los Angeles, Los Angeles County, and Caltrans.

The Heavy Haul Route Improvement Project will enable 300-foot long, 20-foot-wide oversize loads to transit the 9th Street at-grade crossing. This project is crucial for providing transport options for Oversize/Overweight (OS/OW) loads. Currently, the Heavy Haul Route Improvement Project is still in the design phase, and the 9th Street at-grade crossing will remain closed until the project is completed.

Item #3 – Caltrans Updates

Thomas Schriber, Chief of the Caltrans Office of Commercial Vehicle Operations, introduced himself and shared exciting news that single-trip paper permits no longer need to be faxed. They can now be submitted and paid for online through Route Clearing and Transportation System (RCATS), which is being re-named to Caltrans Transportation Permit System (CTPS). Fax submissions for single-trip paper permits ended on September 1, 2024.

Customers can now make payments via their debtor account or with a credit card for both STARS and Single Trip permits. The online credit card payment option for STARS2 and Single Trip permits went live on June 19, 2024, and has been functioning well since then. A transaction fee of 2.3% will be charged by the provider for all credit card payments, and this fee is non-refundable. This payment option is available to monthly billing account users (also known as debtor account users). New users must register. However, the online credit card payment option is not available for annual, variance, and repetitive permits at this moment.

Caltrans is also collaborating with the IT team to gain approval for electronic intake of annual, repetitive, and variance permits, similar to single-trip permits, and will provide updates as progress is made. When asked about the possibility of electronic output for variance, annual, and repetitive permits, Thomas responded that it will be considered in the future.

Regarding the searchable repository for inspection reports, Thomas shared some promising updates. The project has been moving forward. Caltrans is exploring various options to complete the searchable database, with the goal of finishing the project within a year.

Item #4 – CHP Updates

Sergeant Dave Kelly from the California Highway Patrol (CHP) provided some updates. He reported that CHP has been receiving numerous questions about whether vehicle inspections prior to an escort are mandatory. Sergeant Kelly emphasized that these inspections are mandated by CHP and not voluntary. To clarify any future confusion, CHP will issue additional guidance and trainings to division offices. He also reminded attendees that permits must be ready and escorts must be scheduled before the inspection.

Sergeant Kelly also addressed an issue concerning companies with a longstanding track record of not paying for reimbursable services provided by CHP. Despite contracting with CHP for reimbursable services, some companies require CHP escorts for their variance loads but fail to pay when invoiced. CHP field commands are seeking guidance from the Commissioner's office on whether to refuse escorts to these companies due to non-payment. In addition, CHP is wondering if Caltrans could withhold permits from these customers and what actions Caltrans has taken or can take in such situations.

Item #5 – Workgroup Updates

a) Crane

Michael Vlaming proposed changing the workgroup leader and is seeking someone who is more effective. No one volunteered during the meeting. The workgroup is working on a proposal.

b) Annuals

No update.

c) Fixed Loads/Tow Trucks

No update.

d) Variance

At the last CTPAC meeting, a new TPPM regarding variance permits requiring CHP escort was proposed to streamline the variance permit queue and recover permit costs. The variance workgroup members reviewed the proposed TPPM and provided valuable feedback. Caltrans and the variance workgroup members also scheduled a working meeting to go through the details of the proposed TPPM and address concerns from the industry. Lorin Sabin thanked Caltrans for their willingness to communicate with the industry to streamline the permit process and resolve any issues that arose. Lorin also requested that Caltrans continue hosting workgroup meetings periodically, as they have proven beneficial for everyone.

There were some concerns raised regarding the single-trip permit system. A few members reported problems with the new system, and another member suggested increasing the font size of the routing section of the permits for easier reading. Caltrans acknowledged these concerns. Issues are inevitable in the early phases of a system rollout, and Caltrans is actively working with IT to resolve them.

Thomas announced that two permit writers, Chip Underwood and Joshua Myrick-Smith, will retire by the end of this month. Eric Sauer and other members expressed their gratitude for their years of support and contributions to the permitting process.

e) Inspection Report

No update.

Item#6 Caltrans Action Items Updates

Devinder Sandhu, Variance Permit Manager, presented the latest draft version of the TPPM concerning variance permits requiring CHP escort. The latest draft incorporates comments from CHP and variance workgroup members and is outlined below:

- Variance permit coordinators will issue a variance permit with preliminary route approval to both the permittee and CHP for scheduling.
- Within 7 calendar days of receiving preliminary route approval, CHP will notify the Caltrans Variance Permits Office of the contractual move date agreed upon by CHP and the permittee.
- If a contractual move date has not been established by the customer and CHP within 7 calendar days of receiving preliminary route approval, Caltrans will issue

the permit, recover its initial cost, and place the permit in the pending CHP release six-month queue.

- Permits in the pending CHP release six-month queue will be re-issued by Caltrans upon CHP and the permittee notifying the Caltrans Variance Permits Office at least two weeks in advance of the scheduled move date. Per TPM Section 402.3, if there are significant changes to the original application, additional processing time will be needed.
- If the permittee is unable to arrange a move date with CHP within the six-month period, the variance coordinator will cancel the permit after the six-month period from the initial preliminary route approval notification date.

A member suggested adding a bullet point to address the permitting process for long, complex variance permits that may require more than six months to process. That member will draft the language and share it for comments.

Devinder also thanked CHP for clarifying the difference between 14 calendar days and 14 working days to minimize confusion. Devinder announced that Ian Tabbada, a permit writer with Caltrans for the past two years, will now handle variance permits to ease the workload. Before joining Caltrans, Ian worked at the Sacramento County Permits Office.

Xinyue Yang, Permit Policy Engineer, provided updates on route color reclassification and the red route summary table. Route 1, 128, and 253 in District 1 (Mendocino County) have been downgraded from dashed brown to dashed red due to safety concerns. CHP recommended this change because of narrow sections with no shoulder, making it difficult to move a wide load without CHP escort. Additionally, work is ongoing with District 4 to extend the dashed red designation on Route 1 up to Fort Ross Rd for the same reasons. Route 283 in District 1 (Humboldt County) has been upgraded from red to brown due to improvements.

A segment of State Route 76 in District 11 (San Diego County) has been upgraded from green to yellow. Route 76 was widened and improved by construction projects and is now a divided highway with 4 to 6 lanes, qualifying it as a yellow route. Segments of State Route 78 and 111 in District 11 (Imperial County) were also widened and improved by construction projects and are now 4-lane divided expressways, qualifying them as yellow routes.

Xinyue noted that the single pilot car map and red route summary table have not yet been updated to reflect these changes but will be updated soon.

Some attendees requested that Caltrans share the proposed language for the new dashed red routes. That language is:

Travel window required either 0900-1200 or 1200-1500. Up to 12' wide and/or 85' long. From 8'7" to 10' wide, one pilot car. From 10'1" to 12' wide, two pilot cars. CHP required for loads greater than 12' wide and/or 85' long. NO THROUGH MOVES.

Item #7 Public Comment

- 1) Devinder Sandhu and Thomas Schriber informed Eric Sauer and the CTPAC attendees that the City of Fontana had contacted CT CVO to request a meeting. During the meeting, the City of Fontana discussed various routes for which CT CVO are issuing permits and requested that CT CVO restrict permit loads on certain city streets. Thomas provided Eric Sauer with the City of Fontana contact information Ruben Hovanesian, and Eric will follow up. Eric Peterson from Bragg Heavy Transport also mentioned that he had been in discussions with Ruben.
- 2) A question was raised about accessing Route 405 in Southern California with a 12-foot vertical clearance in some areas. Although new bridges have been constructed to increase the vertical clearance, the route is still restricted in the database. Raha Hezar from Structure Maintenance and Investigations at Caltrans acknowledged this difficulty. To update the vertical clearance, an inspector must take measurements on-site. However, due to staffing shortages and the need for freeway closures to conduct the measurements, this process will take some time. Raha asked members to be patient and thanked them for their understanding.

Item #8 – Summarize Action Items from Meeting

- 1) Eric Sauer will work with CHP and send out a reminder email to members to ensure timely payment for reimbursable services.
- 2) Caltrans will finalize the draft TPPM concerning variance permits requiring CHP escort if no additional comments are received from CHP and the members.
- 3) Eric Sauer and CTPAC members will work with the City of Fontana to navigate permit loads through the city.
- 4) Caltrans will update the database to reflect the current vertical clearance on Route 405.
- 5) Eric Sauer will arrange a meeting with city legislative representatives to discuss the importance of permit loads. Caltrans will provide supplementary training as needed.
- 6) Caltrans will share the proposed language for the new dashed red routes.

Item #9: Next Meeting

The next CTPAC meeting will be held in Northern California. The exact date, time, and location will be announced soon.

Item #10 – Adjourn.

The meeting was adjourned by Eric Sauer.

CTPAC Action Items:

<u>No.</u>	<u>CTPAC Meeting</u>	<u>Item</u>	<u>Status/Notes</u>
1	4/22/2019	Electronic intake for annual and repetitive permits.	<p>01/16/20: 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>06/17/21: 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>10/06/21: On-going.</p> <p>02/10/22: 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>06/30/22: on-going.</p> <p>11/17/22: on-going.</p> <p>04/17/23: on-going.</p> <p>08/03/23: on-going. Eric will meet with Caltrans Director to discuss automated transportation permits.</p> <p>12/13/23: on hold. Eric affirmed that CTA supports the implementation of automated permit issuance.</p> <p>5/1/2024: 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> <p>09/05/24: The online credit card payment system is now operational, and the electronic intake process for annual and repetitive permits is progressing.</p>

<u>No.</u>	<u>CTPAC Meeting</u>	<u>Item</u>	<u>Status/Notes</u>
2	10/06/2021	<p>Brian Frazer of Caltrans Design -Roundabouts - Described industry role in providing feedback. Discussed possible changes to CVC and CA Commercial Drivers Handbook.</p>	<p>On-going 02/10/22: Eric will reach out to DMV to discuss the possible updates of Commercial Driver Handbook. Eric will follow up with possible changes to CVC. 06/30/22: 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. 11/17/22: DMV is agreed to include roundabouts info in the July 2023 update. 04/17/23: New OS/OW design vehicle template has been added in Caltrans HDM and DMV will update roundabouts info in the next issuance. 08/03/23: New OS/OW design vehicle template has been added in Caltrans HDM and DMV will update roundabouts info in the next issuance. 12/13/23: New OS/OW design vehicle template has been added in Caltrans HDM and DMV will update roundabouts info in the next issuance. 5/1/2024: 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. 09/05/24: no update.</p>
3	10/06/2021	<p>Inspection Report Requirements: Permits Processing</p>	<p>10/27/2021: Caltrans issued clarification memo regarding inspection report requirements. 02/10/22: 1. Caltrans met with industry virtually on 6 January 2022 to clarify the inspection</p>

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3	10/06/2021	<p>1. Inspection report requirements for California haulers – CT Permits will issue clarification MEMO and update permit writers via training.</p> <p>2. 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>report requirement memo. Work group is formed to review vehicle inspection requirements. Eric will provide a list of inspection report work group members.</p> <p>2. Caltrans met with Bragg Heavy Transport virtually in October 2021 to discuss the issues related to two tiered variances and issues resolved.</p> <p>06/30/22: Work group submitted inspection report proposal. Caltrans will review the proposal and provide feedback.</p> <p>11/17/22: 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>04/17/23: Caltrans management approved the IT project, and the Permits Office is working closely with IT staff to develop the database.</p> <p>08/03/23: The IT project is in the queue and will be worked on in the order received.</p> <p>12/13/23: The IT staff are working on the project.</p> <p>5/1/24: Permit staff provided business requirements and the IT team is working.</p> <p>09/05/24: Caltrans is exploring various options to complete the searchable database, with the goal of finishing the project within a year.</p>
4	06/30/2022	<p>1) Additional \$50 charge on variance permits when the work was already done on a previous permit.</p> <p>2) Variance permits turnaround time.</p>	<p>06/30/22: Caltrans will clarify with the variance team on additional charges and provide feedback.</p> <p>11/17/22: No update.</p> <p>04/17/23: Caltrans variance permit team will work with the industry to clarify issues related to variance permits.</p> <p>08/03/23: Caltrans will continue to work with the variance workgroup to improve permit turnaround time.</p>

<u>No.</u>	<u>CTPAC Meeting</u>	<u>Item</u>	<u>Status/Notes</u>
4	06/30/2022	3) A draft TPPM 2024_02 concerning variance permits requiring CHP escort has been proposed and sent out for comments.	<p>12/13/23: Caltrans will continue to work with the variance workgroup to improve permit turnaround time.</p> <p>5/1/24: Efforts continue to improve permit turnaround time.</p> <p>09/05/24: The draft TPPM will be finalized soon if no additional comments are received.</p>