

## **Superload Application Instructions and Information**

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**Applicant Information (must be Carrier specific):**

- All information must be filled out completely.
- Required documents should be uploaded at the time of submission. If corrections need to be made, or further documentation needs to be submitted, they may be sent to the email address of [mdtmcssuperload@mt.gov](mailto:mdtmcssuperload@mt.gov). All Superload inquiries may also go to this email address.
- The company name must be the legal name as listed with the FMCSA, unless the applicant does not have a USDOT number.

**How to get an account to do a Superload Application:****[Superload Application Link](#)**

If this is your first time logging in, you will enter your email address.

- A verification email is sent to your email address from Microsoft on behalf of AccessGov. The Subject line is: AccessGov account email verification code.
- The verification code from this email needs to be entered on the application process.
- Once this is done, the system returns a message that the email address is verified. You can now continue.
- Enter a new password
- Confirm new password
- First Name
- Last Name
- Click on create. Note, if the passwords do not match, there will be an error message at the top of the screen.
- You will receive a message to please wait while we process this.
- Next time you login, you will need your email address and password.
- You will click on Log in to Start Form >

**Forgot your password:**

- Enter your email address.
- You will get another window to enter your email address and to “send verification code”.
- The screen shows that a “Verification code has been sent to your inbox.
- Please copy the verification code to go into the input box”.
- Paste in the code and continue.
- You will enter your new password and confirm it.

### **Dimensions and Route Information Section:**

- Origination: this must read the Montana state line you are entering at, the city you are starting from, or the miles from the nearest city if you are not in a city, including an address.
- Destination: this must read the Montana state line you are exiting at, the city you are ending in, or the miles from the nearest city if you will not be in a city, including an address.
- Requested route of travel. This must include all state, city, and county roads; private roads and national forest service roads should not be included.
- Proposed dates: the approximate dates for movement.
- Overall dimensions of the load: The greatest dimensions of the load (or loads if multiple loads are being applied for)
  - You may apply for multiple moves under one Superload log number if all loads are taking the same route.
  - Class 3 applications may be used for a reverse route if the route does not contain interstate highways.
- A Google map link will be required to be submitted with the application. The map link must match the requested route.

### **Configuration and Additional Required Documents needed:**

- A diagram of spacings and weights must be uploaded.
- If this is a trunnion or dolly setup (Eight or more tires across), the carrier must fill out the trunnion axle spacing diagram. Note which axles are trunnions on the configuration diagram.
- Multiple configurations may be included with each application so long as:
  - The class (1, 2 and 3, etc.) remains the same
  - The requested route is the same
  - These must be uploaded on one attachment

### **Contact list must include:**

- Contacts from cities on non-interstate routes
- Contacts from counties on non-interstate routes
- Contacts from Tribal reservations/governments on non-interstate routes
  - Contact information may be obtained at:
    - <https://mtleague.org/basic/> for city contacts
    - <http://www.mtcounties.org/> for county contacts
  - <https://tribalnations.mt.gov/tribalnations> for Tribal contacts
  - [https://tribalnations.mt.gov/docs/Transportation\\_Planners1.pdf](https://tribalnations.mt.gov/docs/Transportation_Planners1.pdf) for Tribal Transportation Planners

### **Railroad Crossings:**

If the proposed route crosses railroad tracks, you must notify the following for assistance prior to movement:

- Burlington Northern Santa Fe Railroad at 1-800-832-5452
- Montana Rail Link at 1-800-338-4750
- Union Pacific Railroad at 1-888-877-7267
- Rarus Railway Company at 406-563-2851 or 406-563-5194
- Central Montana Railroad Inc at 406-567-2223
- Trinity Rail Services Inc at 406-232-1527

### **Route survey must include:**

- The date the route was run.
- Mile posts at which the load can safely pull over to allow traffic to pass.
- An explanation of how traffic will not be delayed by more than 15 minutes.
- If the Superload Application is for height, the height at which the height pole was set at.
- List all conflicts (wire span lights, overhead signs, traffic lights, delineators, etc.).
- List of any areas that are private property that will be used for parking or crossing. Permission letters must be included.

### **Traffic control plan must include:**

- The number and placement of pilot cars.
- The type and placement of signage used.
- An example (diagram) of how the pilot cars and signage will be placed.

### **Superload Class Types:**

A Superload Application may be assigned more than one class type. You may refer to ARM [18.8.509\(11\)](#) for more information.

Loads which exceed 18 feet in width, 150 feet in length, 17 feet in height, or which require approval by the department's Bridge Bureau due to the weight, truck configuration, and/or route must apply for a Superload permit.

#### **Class 1:**

Class one dimensions and moving requirements consist of the following:

- (a) width exceeds 18 feet but does not exceed 34 feet; and/or
- (b) height exceeds 17 feet but does not exceed 24 feet; and/or
- (c) length exceeds 150 feet but does not exceed 200 feet overall length.

Loads exceeding 18 feet wide, 17 feet high, or 150 feet long must obtain the appropriate department district administrator or designee approval of a completed superload permit application. The department's decision on a complete super-load application for these dimensions must be issued within two working days of a properly completed application submittal.

**Class 2:**

Class two dimensions and moving requirements consist of the following:

- (a) width exceeds 34 feet; and/or
- (b) height exceeds 24 feet, and/or
- (c) length exceeds 200 feet.

Loads exceeding 34 feet wide, 24 feet high, and/or 200 feet long must obtain the appropriate department district administrator or designee approval of the Superload permit application. The department's decision on a superload application for these dimensions must be issued within five working days of a properly completed application submittal.

The department may impose conditions on the issuance of a complete superload permit, including, but not limited to, requiring the permittee to:

- (a) obtain approval from local governments;
- (b) obtain all necessary permits;
- (c) obtain approval from affected utilities;
- (d) obtain insurance as required by ARM 18.8.801;
- (e) submit a travel plan and/or route survey;
- (f) provide notice to the traveling public of the movement of loads;
- (g) limit travel to specific days and/or hours;
- (h) refrain from traveling during inclement weather conditions; and
- (i) provide adequate traffic control personnel, equipment, and devices.

**Class 3:**

Class three moving requirements consist of the following:

- (a) weight requires approval of the department's bridge bureau; and
- (b) width does not exceed 18 feet;
- (c) height does not exceed 17 feet;
- (d) length does not exceed 150 feet; and
- (e) the requirements of ARM [18.8.509](#), [18.8.510B](#), [18.8.511A](#), [18.8.602](#), and rules of this subchapter determine hours of travel and other restrictions applicable to a class 3 load.

## **Pilot Car Requirements:**

### **Interstate:**

#### **Width:**

Loads exceeding 18 feet must have at least two rear pilot vehicles side by side. Vehicles exempted under 61-10-102(2)(a) MCA, may only travel during hours of darkness with one rear pilot vehicle.

#### **Height:**

- Loads exceeding 17 to 24 feet must have one front pilot vehicle equipped with a height pole and/or any other equivalent device detecting overhead dimensions.
- Loads exceeding 24 feet must have one front pilot vehicle equipped with a height pole and/or any other equivalent device detecting overhead dimensions and one rear pilot vehicle.

### **Non-Interstate:**

#### **Width:**

- Loads exceeding 18 feet to 24 feet must have at least two front and one rear pilot vehicles.
- Loads exceeding 24 feet must have at least two front and two rear pilot vehicles.

#### **Height:**

- Loads exceeding 17 to 24 feet must have one front pilot vehicle equipped with a height pole and/or any other equivalent device detecting overhead dimensions.
- Loads exceeding 24 feet must have one front pilot vehicle equipped with a height pole and/or any other equivalent device detecting overhead dimensions and one rear pilot vehicle.

#### **Length:**

- Loads exceeding 150 feet must have one rear pilot vehicle.
- Loads exceeding 200 feet must have one front and one rear pilot vehicle.

### **Weight:**

- Regular: No additional pilot cars on non-interstate routes.
- 10 mph: one rear pilot car on non-interstate routes.
- Bridge centerline: one front and one rear pilot car on non-interstate routes.
- For extremely heavy loads, MDT Bridge Bureau may place speed restrictions on Interstate routes. These restrictions will require pilot cars, additional signage, and a Traffic Control Plan for permitting approval.

## **Additional Required Documents:**

### **Width:**

#### **Over 18 feet to 20 feet**

Contact list, Configuration, and Insurance Certification.

#### **Over 20 feet to 34 feet**

Contact List, Configuration, Traffic Control Plan, Route Survey, Phone number of load supervisor, Insurance Certification, and Contingency Plan for breakdowns.

#### **Over 34 feet**

Contact List, Configuration, Traffic Control Plan, Route Survey, Phone number of load supervisor, Insurance Certification, and Contingency Plan for breakdowns.

### **Length:**

#### **Over 150 feet to 200 feet**

Contact List, Configuration, Traffic Control Plan, Route Survey, Phone number of load supervisor, and Insurance Certification.

#### **Over 200 feet**

Contact List, Configuration, Traffic Control Plan, Route Survey, Phone number of load supervisor, and Insurance Certification.

### **Height:**

#### **Over 17 feet to 24 feet**

Contact List, Configuration, Traffic Control Plan, Route Survey, Phone number of load supervisor, Insurance Certification, Utility Worksheet, and Telephone Letters.

#### **Over 24 feet**

Contact List, Configuration, Traffic Control Plan, Route Survey, Phone number of load supervisor, Insurance Certification, Utility Worksheet, and Telephone Letters.

## **Utility Worksheet Contacts:**

When submitting the Utility Worksheet, you may use the following to find contacts for the affected Utilities/Coops, Telecommunication Companies, and Northwestern Energy.

Coops: <https://mtco-ops.com/member-co-ops>

NW Energy: <http://www3.northwesternenergy.com/home>

Telecoms: <https://www.broadbandmt.com/telco-members>

CenturyLink: contact local office

The MT Telecommunication Map, and Utility Worksheet can be found at [MCS Permit Forms](#).