

Region of Waterloo Oversize Load Permit and Superload Permit Terms and Conditions

Conditions for Oversize Load Approval

1. The Oversize Load Permit can be used for multiple trips as long as the vehicle and/or load does not exceed the Oversize Load maximum dimensions (i.e. Superload Permit required).
2. Prior to issuing a permit, the applicant must perform a route survey, and ensure that they have not identified any constraints which would invalidate the proposed route.
3. The applicant must arrange for two (2) private escort vehicles to accompany the load.
4. The applicant is responsible to arrange for possible additional police escort(s) as deemed necessary through the Highway Traffic Act. This may require further contact, by the applicant, with Waterloo Regional Police Services.
5. Provide valid certificate of insurance with a minimum of \$ 2 million automobile liability insurance and \$ 5 million general liability insurance and also listing the Region of Waterloo, Cities of Cambridge, Kitchener and Waterloo and Townships of North Dumfries, Wellesley, Wilmot and Woolwich, as additional insured for the duration of Permit exclusive of interest and cost, against loss or damage resulting from bodily injury to or death of one or more persons and a loss of or damage to property. Such policy shall protect the Region against all claims for all damages or injury including death to any person or persons and for damage to any property of the Region or any other public or private property during the time the applicant is moving along or across any Regional road.
6. Multiple or repeated trips shall not exceed the end date of the certificate of insurance or shall not exceed one (1) year.
7. The applicant must ensure that the vehicle is equipped with all relevant safety and identification materials as outlined in the Highway Traffic Act.
8. Approved permit holders shall avoid moving in heavy traffic periods.
9. The issuance of a permit to move an oversize load in no way relieves the applicant of the responsibility to obtain the necessary Provincial, or area municipal licenses or permits.

10. The Region will accept no liability or responsibility for the moving of oversize loads, and in the event of excessive equipment breakdown, the Region may elect, at the applicants expense, to engage whatever equipment the Region deems necessary to move the applicant's equipment and load from the right of way.
11. Any permit may be revoked at any time without notice, or for violation of the permit conditions.
12. All route identification, including but not limited to, route surveys, clearances, construction, constraints and the temporary removal, raise and relocation of any structure is the sole responsibility, including cost, of the applicant.
13. No vehicle requiring a permit under this policy is permitted to use the right of way adjacent to the Region's ION Rapid Transit subject to the applicant engaging a professional engineer or engineering firm, licenced in Ontario, to prepare a report on the proposed route, including a route survey, listing all roads to be traveled and must show that all clearances are satisfactory and either indicate that they have not identified any constraints which would invalidate the proposed route or have made arrangements to temporarily remove, raise, or relocate any identified constraints as part of the trip planning. The report must be submitted to the Region of Waterloo for review. In addition the engineering report must include vehicle configuration and details with regards to the proposed load.
14. The minimum processing time for an Oversize Load Permit is 10 business days.
15. It is the applicants responsibility to ensure that the information provided is accurately reflected for the vehicle/and or loads applied for and that they are accurately reflected in the appropriate permit applied for.
16. In no way is the Region or any area municipality responsible for any inaccurate information submitted by the applicant.
17. An approved Oversize load permit must remain within the vehicle at all times and the driver of that vehicle, including the applicant, understands and conforms to the Terms and Conditions herein.
18. For any approved Oversize Load Permit the driver of that vehicle, including the applicant, has read and understood any and all half-load restrictions that may apply to any roads within the Region of Waterloo. For half-load restrictions please follow up with the appropriate municipalities travelling within.
19. The applicant understands that the Region reserves the right to impose other conditions, as the Region deems necessary. Other conditions that the Region reserves the right to impose may include but not limited to, include:

- Time, day and date restrictions;
- Route restrictions;
- Pre-move route survey and reporting requirements (with or without a private pole car);
- Engineering reviews;
- Traffic management plans;
- Contingency plan for stops or breakdowns;
- Private pole car escort vehicles to accompany the load;
- Private escort vehicle(s) to accompany the load;
- Police escort vehicle(s) to accompany the load;
- Proof of notification /coordination with impacted utilities along a route (e.g. aerial infrastructure owners);
- Additional insurance requirements; and
- Other restrictions as the Region deems necessary, alone, or in consultation with stakeholders (e.g. Area Municipalities, Waterloo Regional Police Service).

Conditions for Superload Approval

1. The Superload Permit will only be issued on a single-trip basis. As long as the load does not change in any way, the Region can consider approving multiple trips.
2. Prior to issuing a permit, the applicant must perform a route survey, and submit an engineering review listing all roads to be traveled and must show that all clearances are satisfactory and either indicate that they have not identified any constraints which would invalidate the proposed route or have made arrangements to temporarily remove, raise, or relocate any identified constraints as part of the trip planning. In addition, the engineering report must include vehicle configuration and details with regards to the proposed load.
3. Provide valid certificate of insurance with a minimum of \$ 2 million automobile liability insurance and \$ 5 million general liability insurance and also listing the Region of Waterloo, Cities of Cambridge, Kitchener and Waterloo and Townships of North Dumfries, Wellesley, Wilmot and Woolwich, as additional insured for the duration of Permit exclusive of interest and cost, against loss or damage resulting from bodily injury to or death of one or more persons and a loss of or damage to property. Such policy shall protect the Region against all claims for all damages or injury including death to any person or persons and for damage to any property of the Region or any other public or private property during the time the applicant is moving along or across any Regional road.

4. The applicant must arrange for two (2) private escort vehicles to accompany the load.
5. The applicant is responsible to arrange for possible additional police escort(s) as deemed necessary through the Highway Traffic Act. This may require further contact, by the applicant, with Waterloo Regional Police Services.
6. For vehicle and/or loads exceeding 119,999kg in weight, the applicant must engage a professional pavements/structural engineer or engineering firm, licenced in Ontario, to prepare a report on the proposed route, including a route survey, listing all roads to be traveled and must indicate whether any damage to infrastructure is likely to occur when the load is transported. The report must be submitted to the Region of Waterloo for review. In addition, the engineering report must include vehicle configuration and details with regards to the proposed load.
7. The applicant must ensure that the vehicle is equipped with all relevant safety and identification materials as outlined in the Highway Traffic Act.
8. Approved permit holders shall avoid moving in heavy traffic periods.
9. The issuance of a permit to move an oversize load in no way relieves the applicant of the responsibility to obtain the necessary Provincial, or area municipal licenses or permits.
10. The Region will accept no liability or responsibility for the moving of oversize loads, and in the event of excessive equipment breakdown, the Region may elect, at the applicants expense, to engage whatever equipment the Region deems necessary to move the applicant's equipment and load from the right of way.
11. Any permit may be revoked at any time without notice, or for violation of the permit conditions.
12. All route identification, including but not limited to, route surveys, clearances, construction, constraints and the temporary removal, raise and relocation of any structure is the sole responsibility, including cost, of the applicant.
13. No vehicle requiring a permit under this policy is permitted to use the right of way adjacent to the Region's ION Rapid Transit subject to the applicant engaging a professional engineer or engineering firm, licenced in Ontario, to prepare a report on the proposed route, including a route survey, listing all roads to be traveled and must show that all clearances are satisfactory and either indicate that they have not identified any constraints which would invalidate the proposed route or have made

arrangements to temporarily remove, raise, or relocate any identified constraints as part of the trip planning. The report must be submitted to the Region of Waterloo for review. In addition the engineering report must include vehicle configuration and details with regards to the proposed load.

14. The minimum processing time for a Superload Permit is 20 business days.
15. It is the applicants responsibility to ensure that the information provided is accurately reflected for the vehicle/and or loads applied for and that they are accurately reflected in the appropriate permit applied for.
16. In no way is the Region or any area municipality responsible for any inaccurate information submitted by the applicant.
17. An approved Superload Permit must remain within the vehicle at all times and the driver of that vehicle, including the applicant, understands and conforms to the Terms and Conditions herein.
18. For any approved Superload Permit the driver of that vehicle, including the applicant, has read and understood any and all half-load restrictions that may apply to any roads within the Region of Waterloo. For half-load restrictions please follow up with the appropriate municipalities travelling within.
19. The applicant understands that the Region reserves the right to impose other conditions, as the Region deems necessary. Other conditions that the Region reserves the right to impose may include but not limited to, include:
 - Time, day and date restrictions;
 - Route restrictions;
 - Pre-move route survey and reporting requirements (with or without a private pole car);
 - Engineering reviews;
 - Traffic management plans;
 - Contingency plan for stops or breakdowns;
 - Private pole car escort vehicles to accompany the load;
 - Private escort vehicle(s) to accompany the load;
 - Police escort vehicle(s) to accompany the load;
 - Proof of notification /coordination with impacted utilities along a route (e.g. aerial infrastructure owners);
 - Additional insurance requirements; and
 - Other restrictions as the Region deems necessary, alone, or in consultation with stakeholders (e.g. Area Municipalities, Waterloo Regional Police Service).

Note: Effective July 1, 2018, Ontario Regulation 215/18 extends the authority of non-police escorts to Superload Permits issued by municipalities where Superloads are transported on municipal roads.

The Region allows organizations to deliver the Certified Superload Escort Program. Please refer to the Ministry of Transportation for further details if necessary.