

SPECIAL CONDITIONS FOR AUTHORIZED ORV CONNECTOR ROUTES ON STATE TRUNKLINE HIGHWAYS

1. The segment of State Trunkline Highway that is authorized for Off-Road Vehicle (ORV) use is limited specifically to the area(s) identified in the issued permit.
2. The permit applicant is responsible for all costs related to creating, operating and maintaining the ORV connector route within the State Trunkline Highway. This shall include installing and maintaining signs, construction or improvements as required, and any maintenance or repairs that are needed, on the ORV route or other adjacent areas of the Right-of-Way, due to the operation of ORVs.
3. Seasonal Limitations: ORV connector routes within the State Trunkline Highway may be open to ORV use during the period of May 1st through November 30th, and shall be closed to ORV use during the period of December 1st through April 30th.
4. Prior to opening the ORV connector route the following steps are required:

a. Adopt a Local Unit of Government (LUG) ORV Ordinance

Upon receipt of an MDOT issued individual construction permit the LUG may proceed to adopt an ordinance authorizing the operation of ORVs on the segment(s) of highway that is specified in the issued permit.

Note: The LUG is responsible to follow all requirements and procedures set forth by state statutes for adoption of an ordinance.

b. Submit the adopted LUG Ordinance to MDOT

The permit applicant shall email MDOT (TSC) permit staff a signed electronic copy of the adopted LUG ORV Ordinance.

MDOT will amend the issued permit

Upon receipt of the adopted LUG ordinance MDOT permit staff will upload it into the Construction Permit System (CPS) as a permit attachment, and will create a permit amendment that incorporates the ordinance into the permit package.

Note: The permit applicant will be notified by email through CPS when the permit is amended. The permit applicant can then view and print the amended permit package using CPS.

c. Notify Law Enforcement Agencies

The permit applicant shall send a copy of the following documents to the appropriate law enforcement agencies (State Police, Sheriff, MDNR Conservation, City Police, etc.):

- Amended MDOT permit
- LUG ORV Ordinance
- ORV Connector Route Aerial Photo Map

Send MDOT permit staff an email with confirmation that law enforcement agencies were notified.

d. Stake Proposed Sign Locations

The permit applicant shall stake all proposed signing in accordance with the MDOT Sign Handbook for ORV Connector Routes on State Trunkline Highways.

e. Schedule an onsite field review meeting with MDOT

The permit applicant shall schedule an onsite meeting with MDOT for review and approval of the staked sign locations and any proposed construction. The number, type of signs, sign locations, and any other field adjustments shall be as directed by MDOT.

Note: The approved staked locations shall be used for requesting a MISS DIG ticket.

f. Request MDOT's Approval to proceed with the work

After the MDOT field review meeting the Permit Applicant shall submit an Advance Notice in CPS, requesting MDOT's approval to proceed with the installation of the signs and any proposed construction.

g. Proceed with the work

Upon receipt of an MDOT approved advance notice the permit applicant may proceed with the authorized work. When sign installation and all construction is complete the route is then considered officially open to ORV use.

h. Submit a completion notice in CPS when sign installations are complete

MDOT will conduct a final inspection after receiving the completion notice in CPS.

Note: The permit applicant will be notified of any deficiencies that require corrective action.

5. The permit applicant is required to apply for a MDOT Annual Permit each calendar year for the continued and routine operation and maintenance of the ORV connector route.
 - Annual permits expire on December 31 each year, regardless of the date when the permit is issued during the year.
 - Only one annual permit is required for any number of ORV connector routes that were authorized by Individual Construction Permits previously issued to the permit applicant.
 - Attach a list and or location map showing all ORV connector routes that will be covered by the annual permit, including the permit number assigned to the original individual construction permit for each ORV connector.

6. Facilitation of MDOT Road/Bridge construction and maintenance projects:

The permit applicant is responsible to coordinate with MDOT to facilitate necessary highway construction and maintenance projects that occur in the area of the ORV Connector Route. All costs, work, coordination with other agencies, and public notification required to facilitate MDOT projects is the responsibility of the permit applicant.

If ORV traffic cannot be maintained during the project work, the permit applicant will be responsible to make provisions to facilitate the project (as required or approved by MDOT), such as one or more of the following:

- Provide an alternate route or detour for ORV traffic
- Relocate the ORV Connector Route within the highway right-of-way
- Close all or a portion of the ORV Connector Route
- Remove and replace of ORV Connector Route signs
- Re-establish the ORV Connector Route after project completion
- Other – As agreed upon between permit applicant and MDOT