

## CIRCULAR LETTER

**SECTION: 104.04 MAINTENANCE OF TRAFFIC**  
**NUMBER: 104.04-01**  
**SUBJECT: LANE/STRUCTURE WIDTH RESTRICTIONS**  
**DATE: SEPTEMBER 15, 2015**

When routing trucks and/or oversize traffic around or detouring through a work zone, the District Supervisor shall advise the District Operations Engineer, Regional Operations Office, and the Overweight and Over Dimensional Permit Office approximately two weeks prior to the hard barrier restriction of lane width and/or closing of a structure on the State or Interstate Highway System. Soft barrier restrictions would not fall under the notice. This will allow the Regional Operations Office and the Overweight and Overdimensional Office ample time to make advisements of the lane restrictions. Once the restriction or closure has terminated, the District Supervisor shall again advise the Regional Operations Office and the Overweight and Overdimensional Office.

The District **Supervisor** will be responsible for completing and submitting the 104.04-01 form and a location map to the Overweight and Overdimensional Permit Office at the email address shown on the form. A copy will also be submitted to the Regional Operations Office. The lane width restriction shall also be entered into SWIFT. Once the restriction has ended, the **District Supervisor** will be responsible for submitting the form again to notify of the restriction termination end date. (Please submit the excel document, Width Restriction Notice CL 104-04-01.xls, located in File Management.)

The Permits Section may be reached at the following address:

Overweight and Overdimensional Permit Office  
Tennessee Department of Transportation  
Suite 300 James K. Polk Building  
505 Deaderick Street  
Nashville, TN 37243-0331  
Phone: (615) 741-3821  
[Tdot.permitoffice@tn.gov](mailto:Tdot.permitoffice@tn.gov)