**Reporting of Changes to Bridge Clearance**

**Frequently Asked Questions**

**What clearance changes justify submittal of the Bridge Clearance Report?**

Any change to an existing vertical clearance to a bridge or the addition of a new bridge.  This could be a new bridge over a route where one did not exist before, replacement of an existing bridge, or something as simple as an overlay of a route under the bridge.

**The plans show overlaying a route under a bridge, which will reduce clearance.  Is that correct?**

We generally try to avoid reducing clearance, therefore, if your plans call for raising the profile grade under a bridge, you should contact the Project Manager to verify if the reduction in clearance was intentional and not an oversight.

**When should the initial notification of a clearance change be sent?**

Motor Carriers must be notified at least two weeks prior to a reduction in a vertical clearance so that they can account for the lower height in all permits.  Email the information to Motor Carriers (use the email group: BridgeClearanceReport), include the earliest date the restriction will be in place and what the reduced clearance will be.  You should explain that this is only the initial notice and that a final measurement will be made once the work is complete. For initial notifications, you don’t need to use the Bridge Clearance Report form.

**When should the final measurement be made and Bridge Clearance Report be submitted?**

You should make the final vertical clearance measurement and report that information on Form C-239A as soon as possible after all work on the bridge (or overlay under the bridge) is complete.  Don’t wait until the Final Plans stage to send in this information.  Even though the Final Acceptance Report asks if this form has been submitted, that question is only on the report as a safeguard to make sure all changes to vertical clearances were reported before a project is closed out.  Make sure both the deck and barrier have been placed and any other dead loads (such as sign trusses) installed before you make the final measurements. This is to ensure all deflections are accounted for.

**Are there further instructions on how to properly measure the clearance, especially on a multi-lane highway?**

Yes, consult [EPG 760.4.3 Measurement Requirements](http://epg.modot.mo.gov/index.php?title=Category:760_General_Construction_Inspection_for_Structures#760.4.2_Notification_Requirements) for more information on measuring and reporting vertical clearance changes.

**Who else should be notified besides Motor Carriers?**

The Bridge Division also uses this information, but they are already included in the BridgeClearanceReport email group.  You should also copy your District Bridge Engineer and District Traffic Engineer, as noted on the form.