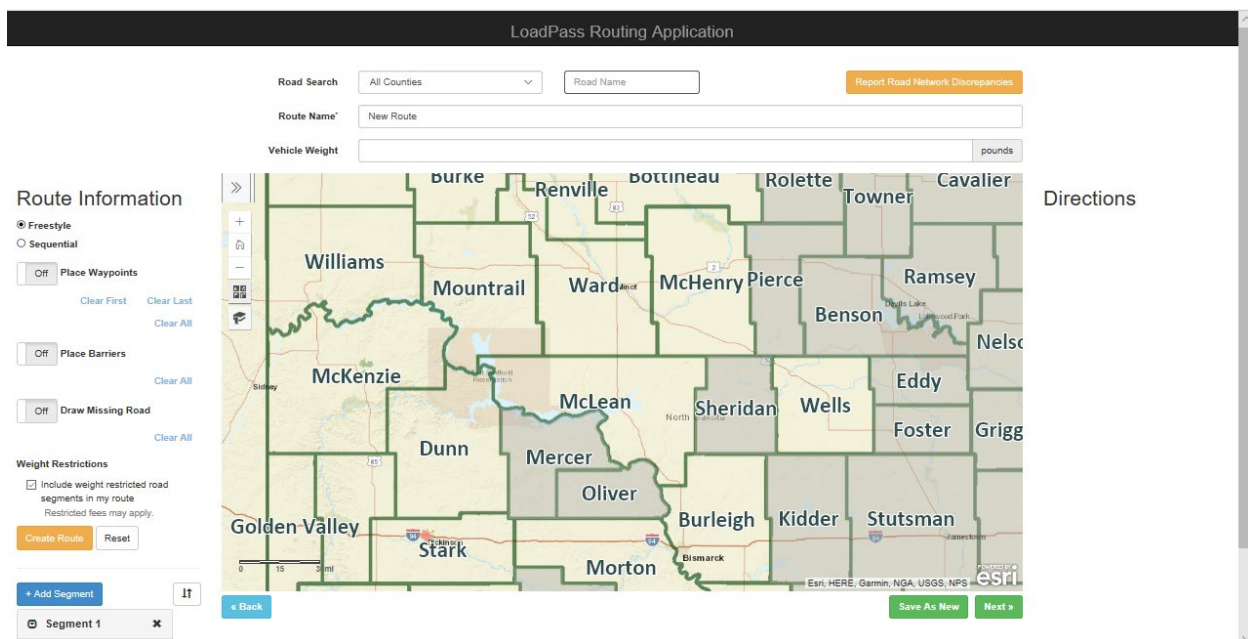


# LoadPass Permits GIS Routable Map

## User Instructions

To create a GIS route, from the LoadPass Permits Route page, select **‘+Add GIS Route.’** Alternatively, the option to **‘+Add Manual Route’** is still temporarily available to manually enter your road segments, as has been required in the past. The manual entry method will be available for a short time as an alternative to using the routable map as we transition into the GIS routable map version exclusively over the next few months.

**Create GIS Route** – If the ‘Create GIS Route’ button is selected, the system will display a map of North Dakota Counties. The counties participating in the LoadPass System are displayed as a lighter background color, and the non-participating counties are gray in color.



- **Map Overview:**
  - **Legend** – The map legend may be viewed by clicking on the right double arrows in the top left corner of the map. The map view may be customized to your preference by unchecking and checking the options in the legend. To see the differences in the map, you must be zoomed in close enough to see the map details. See the ‘Zoom In and Out’ section below for zoom options. Once you are zoomed in, you can check and uncheck features to customize the map to your preferences. For example, if you find the map too busy, you may ‘turn off’ some of the features by unchecking cities, bridges or townships, etc. To turn the

# LoadPass Permits GIS Routable Map

## User Instructions

feature back on, simply click the box next to the option, and the feature will re-display on your map. To close the Legend, click the left double arrows.

### Route Information

☐ Place Waypoints  
Clear First Clear Last Clear All

☐ Place Barriers  
Clear All

☐ Draw Missing Road  
Clear All

**Weight Restrictions**  
☒ Include weight restricted road segments in my route  
Restricted fees may apply.  

Create Route
Reset

+ Add Segment
↑

Segment 1
×

0 miles

Route Name\*

Vehicle Weight
 pounds

**Legend**

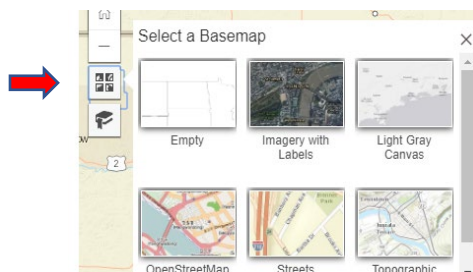
- ☒ Counties
- ☒ Townships
- ☐ Cities
- ☒ Bridges
- ☒ Road Restrictions
- ☐ Blanket Restrictions
- ☒ Roads

« + - »

« Back
Save As New
Next »

Directions

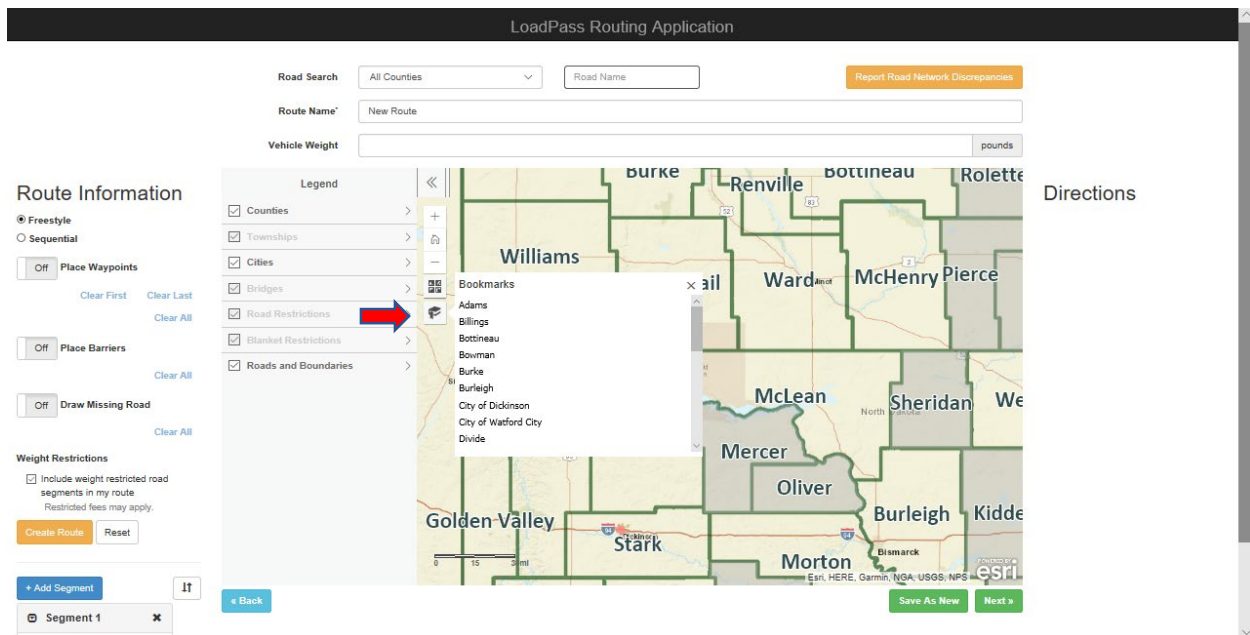
- **Zoom In and Out** – To zoom in and out on the map you may use the + and – displayed in the top left corner of the map. You may also zoom in and out by using the scroll wheel on your mouse, or by double-clicking a location on the map. A bookmark may also be selected to zoom into a county or city quickly. See ‘Bookmarks’ below for more information. As you zoom in, more detailed information will be displayed.
- **Home** – The Home icon (house) will take you back to the original view of the North Dakota counties.
- **Basemaps** - The basemap may be changed by selecting the basemap icon and selecting an alternate basemap. To close the basemap window, click the x in the upper right corner.



# LoadPass Permits GIS Routable Map

## User Instructions

- **Bookmarks** – The book (bookmark) icon in the upper left corner of the map will display a list of preset bookmarks for the map. Each participating county/city is displayed as a bookmark and can be easily selected from this list. When a bookmark is selected, the system will zoom into the location selected. To close the bookmark window, click the x in the upper right corner.



## CREATING A ROUTE

### Route Building Tools:

- **Freestyle** – If 'Freestyle' is selected, a route may be built by placing a waypoint at a point where the route is to begin and placing a waypoint at a point where the route is to end. The system will create your route when the 'Create Route' button is clicked. Use the 'Clear first,' 'Clear Last,' or 'Clear All' options to undo and re-set waypoints as necessary. To start over, select the 'Reset' button.
- **Sequential** – If 'Sequential' is selected, a route may be built by placing an initial waypoint at the starting point and continuing to place waypoints sequentially by clicking along the desired route until the ending waypoint is placed. The system will create a suggested route as the waypoints are placed. To finalize the route, the 'Create Route' button must be clicked. Use the 'Clear first,' 'Clear Last,' or 'Clear All' options to undo and re-set waypoints as necessary. To start over, select the 'Reset' button.
- **Place Waypoints** – Waypoints are simply locations along the route to identify where you want your route to go. A minimum of two waypoints are required to build a route. The first waypoint should be placed at the beginning point of the route, and the last waypoint should

## LoadPass Permits GIS Routable Map User Instructions

be placed at the end of the route. Additional waypoints may be placed along the route if you have preference as to the specific road segments you want to take. If not, the system will route you between the beginning and ending waypoints. When maneuvering around the map, the 'Place Waypoints' button should be toggled to 'Off' mode. When you are zoomed into the location of the desired route and ready to place your first waypoint, the 'Place Waypoints' button may be toggled on to start placing waypoints. Waypoints may be cleared by selecting 'Clear First,' 'Clear Last,' or 'Clear All' options next to the 'Place Waypoints' button. To start over building your route, select the 'Reset' button.

- **Place Barriers** – The 'Place Barriers' button may be used to draw a barrier through a road or roads that you wish to avoid, before creating your route. To place a barrier, toggle the 'Place Barriers' button to on, and draw a line across the road you wish to avoid by clicking and dragging your mouse. The barriers may be cleared by clicking 'Clear All' next to the 'Place Barriers' button.
- **Draw Missing Road** – If a known road is not available on the Routable Map road network, and you need the missing road to be part of your route, the road may be drawn in by using this feature. See more about 'Draw Missing Road' later in this section. The drawn road may be cleared by selecting the 'Clear All' option next to the 'Draw Missing Road' button.
- **Weight Restrictions** – When creating a route, you may prefer to avoid any weight restricted roads which may result in additional restricted fees. If so, unclick the 'Include weight restricted road segments in my route' button, and the system will avoid road segments with weight restrictions when creating your route.

### CREATING A ROUTE

#### Freestyle or Sequential

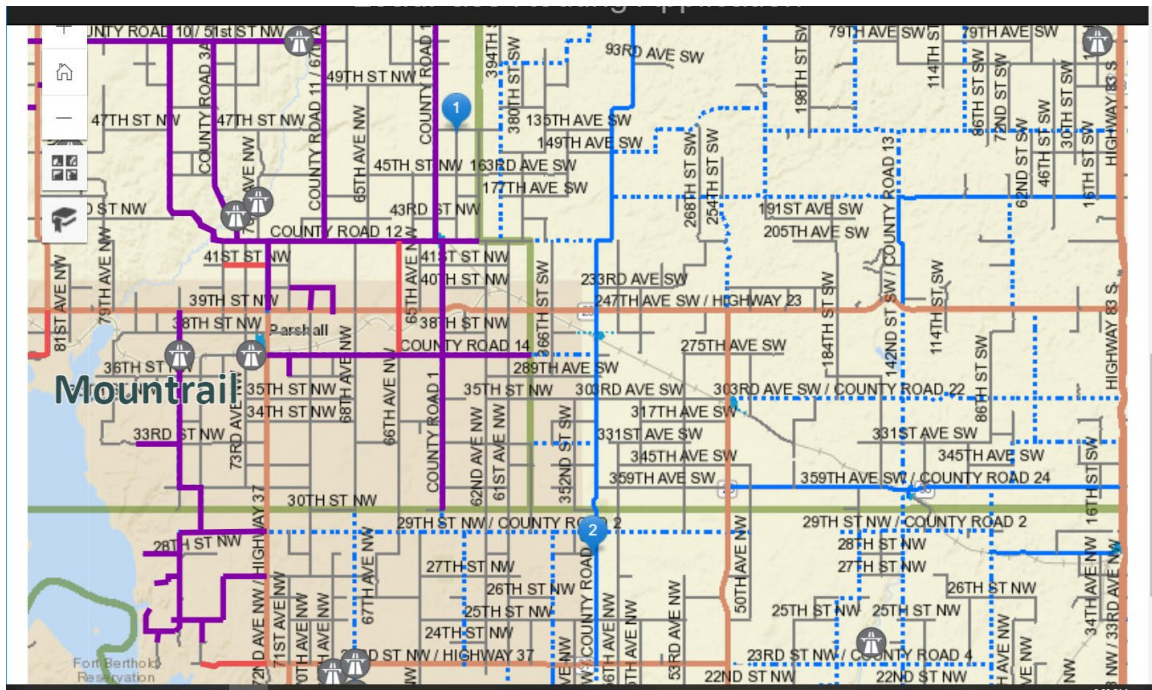
**Freestyle** - Zoom in close enough to see the road network details clearly. Find your route starting point. Before placing your first waypoint, click on the 'Place Waypoints' button to toggle on the ability to place the waypoints for your route. Click on the starting point of your route and your first waypoint will be set. If you want to guide the system to include a specific road segment in your route, you may add a second waypoint on the road segment you wish to include (optional). Set as many waypoints as necessary. Click on the ending point. A route can be created with just a beginning and ending waypoint. Additional midway waypoints are not necessary.

The waypoints may be moved by clicking on the waypoint and dragging it to another location. Alternatively, you may select *clear first, last* or *all* waypoints. To start fresh, select the *reset* button.

If you would like to avoid restricted roads (roads that are restricted to lower than by legal weight, with possible extra fees) you may click on the box to uncheck 'Include weight restricted road segments in my route.' If you prefer the most direct route which may include weight restricted roads, leave that box checked.

## LoadPass Permits GIS Routable Map User Instructions

**Sequential** – The sequential option for creating a route may be used for more complex and longer routes, where you prefer to be very specific as to each road segment you wish to take. This method of creating a route allows the user to manually click sequentially along the path of the route, and the system will display the estimated route as the waypoints are set. Once the route is completed and found to be satisfactory, the ‘Create Route’ button must still be selected before the sequential route is finalized.



After all waypoints are set, Click the 'Create Route' button, and your route will be created. The route will display as a thick black line on the map. When the route is complete, click the 'Next' button, and the system will analyze the road segments and take you to the Permit Route page to complete your permit.

The waypoints may be moved by clicking on the waypoint and dragging it to another location. Or you may additionally add midway waypoints to the center of the route. Alternatively, you may select *clear first*, *last* or *all* waypoints to reorganize your route. Click the 'Create Route' button to recreate the route after making changes. To start fresh, select the *reset* button.



# LoadPass Permits GIS Routable Map

## User Instructions

Vehicle Weight

pounds

Route Information

On

Place Waypoints

Clear First

Clear Last

Clear All

Off

Place Barriers

Clear All

Off

Draw Missing Road

Clear All

Weight Restrictions

☒ Include weight restricted road segments in my route

Restricted fees may apply.

Create Route

Reset

+ Add Segment

11

Segment 1

x

Mountrail Spring

40 miles

1.01 miles

Map

« Back

Save As New

Next »

Directions

39.95 miles

1. Start at 4701-4799 61st Ave NW, Plaza, North Dakota, 58771\_1000

8:38 PM GMT-0600

2. Go east on 47TH ST NW toward 61ST AVE NW

1.01 mi - 1 min

3. Turn right on 408TH ST SW

5.00 mi - 7 min

4. Turn left on 205TH AVE SW

0.34 mi

5. Turn right on 62ND AVE NW

3.13 mi - 4 min

6. Turn left on 39TH ST NW

1.99 mi - 2 min

7. Continue on 247TH AVE NW

**Place Barriers** - When creating your route, you may opt to place barriers on roadways that you want to avoid by selecting the 'Place Barriers' button. This will allow you to draw a red line across a road or roads that you wish to avoid. To draw the red line, toggle 'Place Barriers' on and use your mouse to click and drag a line across the road you wish to route around. Repeat as necessary and toggle the 'Place Barriers' button off when finished.

## LoadPass Routing Application

**Road Search**

▼

**Route Name\***

[Report Road Network Discrepancies](#)

**Vehicle Weight**

pounds

### Route Information

☒ Place Waypoints
☐ Place Barriers
☐ Draw Missing Road

[Clear First](#)
[Clear Last](#)
[Clear All](#)

[Clear All](#)
[Clear All](#)

[Clear All](#)

### Weight Restrictions

☒ Include weight restricted road segments in my route.

Restricted fees may apply.

[Create Route](#)
[Reset](#)

+ Add Segment
↑

Segment 1
×

0 miles

LoadPass Routing Application

Directions

+ Add Segment
↑

Segment 1
×

0 miles

+ Add Segment
↑

Segment 1
×

0 miles

+ Add Segment
↑

Segment 1
×

0 miles

+ Add Segment
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Segment 1
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0 miles

+ Add Segment
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Segment 1
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Segment 1
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0 miles

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Segment 1
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0 miles

+ Add Segment
↑

Segment 1
×

0 miles

+ Add Segment
↑

7

# LoadPass Permits GIS Routable Map

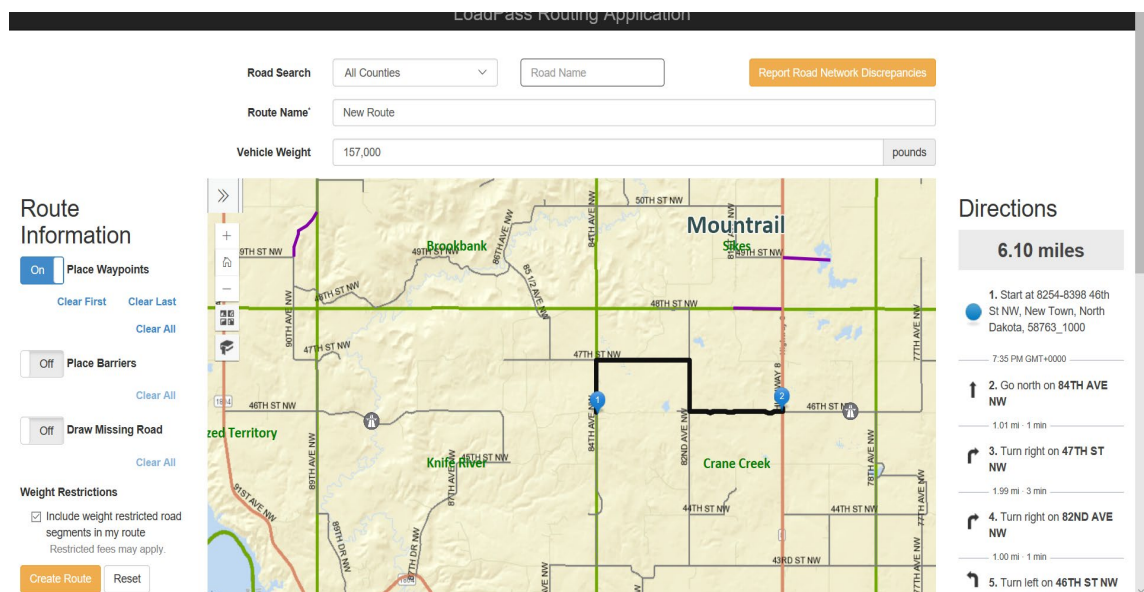
## User Instructions

**Draw Missing Road** - While creating the route, if you encounter a road that you know exists and can be traveled on, but does not appear to be on the map for routing, you may draw the road in. Select 'Draw Missing Road' button to toggle it on. Draw a line that connects your route where the road should be and select create route again.

*\*\*If you do find missing roads please additionally select the 'Report Road Network Discrepancies' button at the top right corner of the map page to report the missing road. We greatly appreciate your cooperation in keeping our map as up-to-date as possible\*\**

Draw Missing Roads:

1. Set waypoints, then select Create Route



2. Select 'Draw Missing Road' and place your cursor at the start of your missing road click and move your cursor to where the route picks up again, then double click to stop drawing. Select 'Create Route.'

  - a. Note: If the system doesn't recognize the drawn in road, try zooming in closer to make sure that your initial click connects to the existing route.



# LoadPass Permits GIS Routable Map

## User Instructions

LoadPass Routing Application

Road Search: All Counties | Road Name | Report Road Network Discrepancies

Route Name: New Route

Vehicle Weight: 157,000 pounds

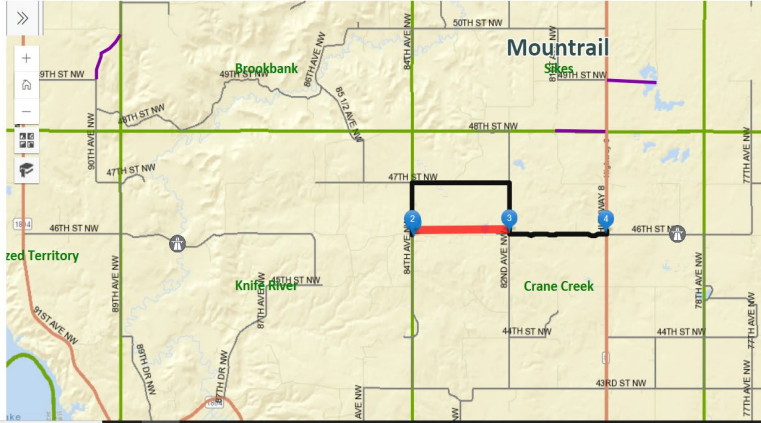
**Route Information**

- ☐ Place Waypoints  
Clear First Clear Last Clear All
- ☐ Place Barriers  
Clear All
- ☒ Draw Missing Road  
Clear All

**Weight Restrictions**

- ☒ Include weight restricted road segments in my route  
Restricted fees may apply.

Create Route Reset



**Directions**

6.10 miles

1. Start at 8254-8398 46th St NW, New Town, North Dakota, 58763\_1000
2. Go north on 84TH AVE NW
3. Turn right on 47TH ST NW
4. Turn right on 82ND AVE NW
5. Turn left on 46TH ST NW

LoadPass Routing Application

Road Search: All Counties | Road Name | Report Road Network Discrepancies

Route Name: New Route

Vehicle Weight: 157,000 pounds

**Route Information**

- ☒ Place Waypoints  
Clear First Clear Last Clear All
- ☐ Place Barriers  
Clear All
- ☐ Draw Missing Road  
Clear All

**Weight Restrictions**

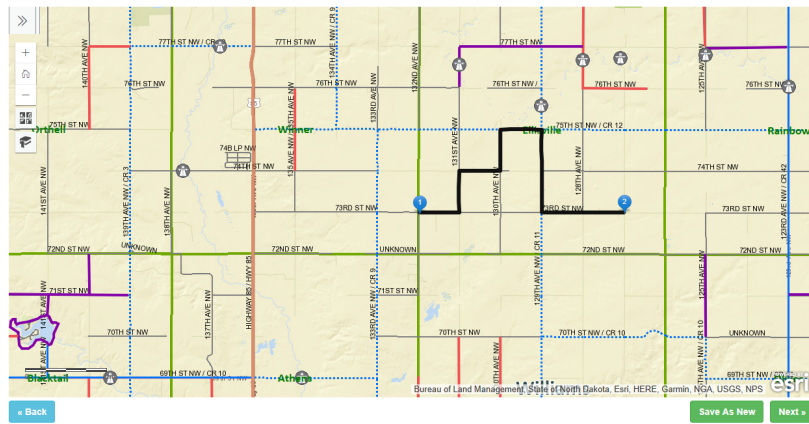
- ☒ Include weight restricted road segments in my route  
Restricted fees may apply.

Create Route Reset

+ Add Segment

Segment 1

Williams  
Ellisville 0.95 miles  
Township Road  
73RD ST NW  
Ellisville 1 miles  
Township Road



**Directions**

8.96 miles

1. Start at 13159-13199 73rd St NW, Alamo, North Dakota, 58830\_1004
2. Go east on 73RD ST NW toward 131ST AVE NW
3. Turn left on 131ST AVE NW
4. Turn right on 74TH ST NW
5. Bear left on 120TH AVE NW
6. Turn right on 75TH ST NW
7. Turn right on 129TH AVE NW
8. Turn left on 73RD ST NW
9. Finish at 7300-7398 127th Ave NW, Williston, North Dakota, 58801\_1005, on the left

# LoadPass Permits GIS Routable Map User Instructions

LoadPass Routing Application

Road Search: All Counties | Road Name | Report Road Network Discrepancies

Route Name: New Route

Vehicle Weight: 157,000 pounds

**Route Information**

☐ Place Waypoints | Clear First | Clear Last | Clear All

☐ Place Barriers | Clear All

☐ Draw Missing Road | Clear All

**Weight Restrictions**

☒ Include weight restricted road segments in my route  
Restricted fees may apply.

Create Route | Reset

+ Add Segment | 11

**Segment 1**

Williams 0.95 miles  
Township Road  
73RD ST NW  
Ellisville 1 miles  
Township Road

Map showing route from Williams to Ellisville. Directions: 1. Start at 13158-13198 73rd St NW, Alamo, North Dakota, 58830\_1002. 2. Go east on 73RD ST NW toward 131ST AVE NW. 0.95 mi - 1 min. 3. Turn left on 131ST AVE NW. 1.00 mi - 2 min. 4. Turn right on 74TH ST NW. 1.00 mi - 1 min. 5. Bear left on 120TH AVE NW. 1.00 mi - 1 min. 6. Turn right on 75TH ST NW. 1.00 mi - 1 min. 7. Turn right on 128TH AVE NW. 2.01 mi - 3 min. 8. Turn left on 73RD ST NW. 1.99 mi - 3 min. 9. Finish at 7301-7399 127th Ave NW, Williston, North Dakota, 58801\_1003, on the left.

LoadPass Routing Application

Road Search: All Counties | Road Name | Report Road Network Discrepancies

Route Name: New Route

Vehicle Weight: 157,000 pounds

**Route Information**

☐ Place Waypoints | Clear First | Clear Last | Clear All

☐ Place Barriers | Clear All

☐ Draw Missing Road | Clear All

**Weight Restrictions**

☒ Include weight restricted road segments in my route  
Restricted fees may apply.

Create Route | Reset

+ Add Segment | 11

**Segment 1**

Williams 0.97 miles  
Township Road  
73RD ST NW  
Ellisville (2166) 0.97 miles  
Township Road

Map showing route from Williams to Ellisville. Directions: 1. Start at 13159-13199 73rd St NW, Alamo, North Dakota, 58830\_1002. 2. Go east on 73RD ST NW toward 131ST AVE NW. 0.97 mi - 1 min. 3. Turn left on 131ST AVE NW. 0.00 mi. 4. Finish at 13100-13156 73rd St NW, Alamo, North Dakota, 58830\_1003, on the right. 0.97 mi - 1 min. 7:52 PM GMT+0000. 1.79 miles. 1. Start at 12801-12899 73rd St NW, Alamo, North Dakota, 58830\_1004. 2. Go east on 73RD ST NW toward 128TH AVE NW. 1.79 mi - 3 min. 3. Finish at 12745E, 12745W 74th St NW.

When the route is complete, click the 'Next' button to go back to the Permit form.

You may give this route a unique name if you choose to. The name will default to 'New Route' if a unique name is not assigned.

# LoadPass Permits GIS Routable Map

## User Instructions

Enter 'To' 'From' and nearest Junction. These are optional fields, but some counties may require this information.

The screenshot shows the 'Missing Road Segment' form in the LoadPass Permits GIS Routable Map interface. The form includes fields for 'Route Name', 'From', 'To', 'Junction', and 'Comments'. The 'From' field is set to '132nd Ave', the 'To' field is set to '.75 miles E of 128th Ave', and the 'Junction' field is set to '73rd ST NW'. The 'Route Name' field is set to 'Missing Road Segment'. The 'Comments' field is empty. The 'Save Changes' button is visible. Below the form is a table of road segments.

Type	County/City	Township	Road	Restriction	Miles
Township	Williams	Ellisville <i>approval not required</i>	73RD ST NW	By Legal Weight - 105,500 lbs	0.96
----- START OF GAP -----					
----- END OF GAP -----					
Township	Williams	Ellisville <i>approval not required</i>	73RD ST NW	By Legal Weight - 105,500 lbs	1.79
					<b>Total Miles: 2.75</b>

To enter the missing information for the drawn in road segment, select Add Road in the 'Gap' of where the missing road should be.

The screenshot shows the 'Add Road' button in the LoadPass Permits GIS Routable Map interface. The 'Add Road' button is located in the 'Gap' section of the table. The 'Save Changes' button is also visible. Below the form is a table of road segments.

Type	County/City	Township	Road	Restriction	Miles
Township	Williams	Ellisville <i>approval not required</i>	73RD ST NW	By Legal Weight - 105,500 lbs	0.96
----- START OF GAP -----					
----- END OF GAP -----					
Township	Williams	Ellisville <i>approval not required</i>	73RD ST NW	By Legal Weight - 105,500 lbs	1.79
					<b>Total Miles: 2.75</b>

Enter the missing road segment information and select 'Add road to Route List.'

# LoadPass Permits GIS Routable Map

## User Instructions

The screenshot shows a web application interface with a modal window titled "Add Road to Route List". The modal contains the following fields and options:

- Road Type:** Township (dropdown menu)
- County/City:** Williams (dropdown menu)
- Township:** Ellisville (dropdown menu)
- Township Approved By:** (text input field with a "View Township Contacts" link)
- Road:** 73rd ST NW (text input field). Below this field is a detailed instruction: "To enter your route, each road must be entered as a separate 'Add this Road to Route List' entry (All Fields). Enter one road at a time, including the direction traveling on that road, for example: CR29 E, (for county road 29 traveling East). When all fields are complete, click Add this Road to Route List. If traveling on more than one road, enter subsequent road information (All fields) individually, in order of travel, clicking Add Road to Route each time you enter individual road information, until the route is complete. Please include all roads, including state roads, to determine the full route. Fees are not applied to state roads."
- Restriction:** By Legal Weight - 80,000 lbs (dropdown menu with a "View Restricted Road Map" link)
- Miles:** 1 (text input field)

At the bottom of the modal are two buttons: "Add this Road to Route List" (green) and "Close" (white). The background shows a map interface with a sidebar on the left containing "Route Name", "From", "Junction", and "Comments" sections, and a main map area on the right showing a route with a distance of 2.75 miles. Navigation buttons "Back" and "Next" are visible at the bottom of the sidebar.

Save Changes

Click Next to complete your permit.

# LoadPass Permits GIS Routable Map

## User Instructions

LoadPass Road ViewerLoadPass PermitsLoadPass PermitsRoute Test LabLoadPass PermitsRoute Test LabGateway | Please LoginLoadPass/7rip-1316006 (003)

https://loadpass-permits-gis.azurewebsites.net/rip/RouteGIS/244029

LPPermitsRoutesUnitsReportsAccountCartNotificationsHelpUser

Route Name

Missing Road Segment

From

132nd Ave

To

75 miles E of 128th Ave

Junction

73rd St NW

Junction

73rd St NW

Comments

View Restricted Road Map

View Print Map

Save Changes

Type	County/City	Township	Road	Restriction	Miles
Township	Williams	Ellisville <i>approval not required</i>	73RD ST NW	By Legal Weight - 105,500 lbs	0.96
----- START OF GAP -----					
↑ ↓	Township	Williams	Ellisville	73rd ST NW	By Legal Weight - 80,000 lbs
----- END OF GAP -----					
Township	Williams	Ellisville <i>approval not required</i>	73RD ST NW	By Legal Weight - 105,500 lbs	1.79

Total Miles: 3.75

Save Changes

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GIS Development loadpasspermits\_dev

site by DAWA

----- END OF GAP -----

Township	Williams	Ellisville <i>approval not required</i>	73RD ST NW	By Legal Weight - 105,500 lbs	1.79
----------	----------	--	------------	----------------------------------	------

Total Miles: 2.75

Save Changes

« Back

Next »