

Transit Implementation Plan Project Intake and Permitting Listening Session

- Purpose of meeting

New Caltrans Support for Transit

TRANSIT PROJECT INTAKE AND PERMITTING LISTENING SESSION

With the release of the Caltrans Director's Policy on Transit (DP-40), the Department is working to develop the Transit Implementation Plan to effectively enact the goals and objectives outlined in the policy. As a step towards developing the Caltrans Transit Implementation Plan, this meeting will gather feedback from external stakeholders related to transit project intake and permitting.



Agenda

Overview

Transit Equity in the ADA Program

Equity Advisory Committee

CAL-ITP and Equity

Q&A/Open Discussion



Our Focus: State Highway System (SHS)

Orange lines are State Highways

Blue lines are Interstate Routes

TRANSIT TRIPS ON THE STATE HIGHWAY SYSTEM:

Data Source: State Controller's Office – Transit Operators Raw Data for Fiscal Year 2023-24



927 Million
Passenger Trips



\$1 billion
Passenger Fares



585 Million
Vehicle Miles



CALTRANS OVERVIEW

Caltrans Districts

District	Counties
1	Del Norte, Humboldt, Lake, Mendocino
2	Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama, Trinity
3	Butte, Colusa, El Dorado, Glenn, Nevada, Placer, Sacramento, Sierra, Sutter, Yolo, Yuba
4	Alameda, Contra Costa, Napa, Marin, San Francisco, San Mateo, Santa Clara, Solano, Sonoma
5	Monterey, San Benito, San Luis Obispo, Santa Barbara, Santa Cruz
6	Fresno, Kings, Madera, Tulare, a portion of Kern
7	Los Angeles, Ventura
8	Riverside, San Bernardino
9	Inyo, Mono, a portion of Kern
10	Alpine, Amador, Calaveras, Mariposa, Merced, San Joaquin, Stanislaus, Tuolumne
11	Imperial, San Diego
12	Orange



Implementation Milestones

Action	Anticipated Completion Date
Listening Sessions	March – June 2026
Transit Implementation Plan Release	Fall 2026
Transit Guidance with Performance Metrics	January 2027
District Transit Plans	February 2027



LDR and Transit Permitting

Diana Vargas, AICP-CTP, Office of Regional and Community Planning | HQ LD-IGR Branch

What is LD-IGR? (And Why It Matters for Transit)

- Statewide program for Local Development Review
- Ensures land use + transportation coordination
- Protects the State Highway System (SHS)
- First opportunity to identify transit related needs early



Where LDR Intersects With Permitting

- Early identification of SHS impacts
- Coordination with District EP, Traffic Ops, Maintenance
- Ensures proposed improvements are feasible and consistent
- Helps avoid late redesigns and delays



Importance of Early Coordination

- Engage LD-IGR before project design
- Include transit improvements in RTPs & General Plans
- Align with local, regional, and state priorities
- Creates a predictable pathway for EP review



Statewide Consistency & SB 960 Alignment

- LD-IGR provides statewide transparency and consistency
- Supports SB 960 transit performance goals
- Ensures SHS impacts are minimized
- Helps streamline permitting for transit projects



LDR & Transit Permitting: Why It Matters

- Transit projects frequently touch the State Highway System
- LDR is the “front door” for transit improvements
- SB 960 elevates transit performance → permitting must support it



What We've Heard from Transit Partners

- Timelines feel unpredictable
- Requirements vary by district
- Early coordination is inconsistent
- Need clarity on when an EP is required
- Desire for a single point of contact



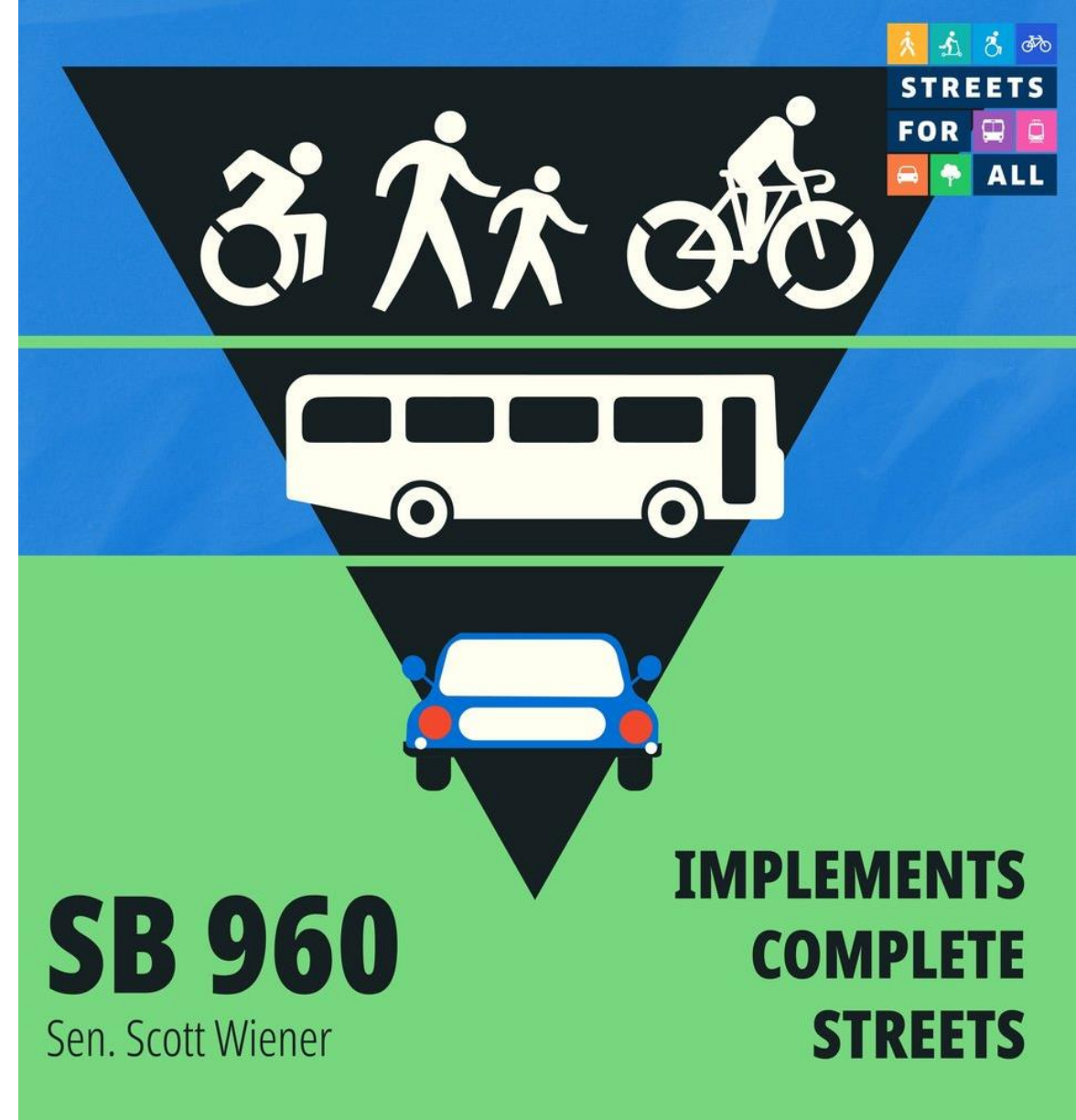
How Caltrans Is Responding

- Statewide Transit Permit Guidance (Jan 2027)
- Standardized intake pathways for transit
- Clearer EP triggers and expectations
- Early coordination with LDR + Ops + Maintenance
- Improving consistency across districts



SB 960: What It Means for Permitting

- Transit performance measures influence permitting decisions
- Focus on transit delay, access, and reliability
- Permitting must align with statewide transit goals
- Goal: support—not hinder—transit performance on the SHS



Traffic Operations – Transit Encroachment Permits

Devinder Sandhu, Chief, Office of Encroachment and Outdoor Advertising Permits
Division of Traffic Operations

Encroachment Permits

June 24, 2026

HQ Encroachment Permit Program



CALTRANS | DIVISION OF TRAFFIC OPERATIONS



Agenda



Encroachment and Encroachment Permit Overview



Encroachment Projects Processes



Tools and Resources for applicants to identify processes and requirements



Resources

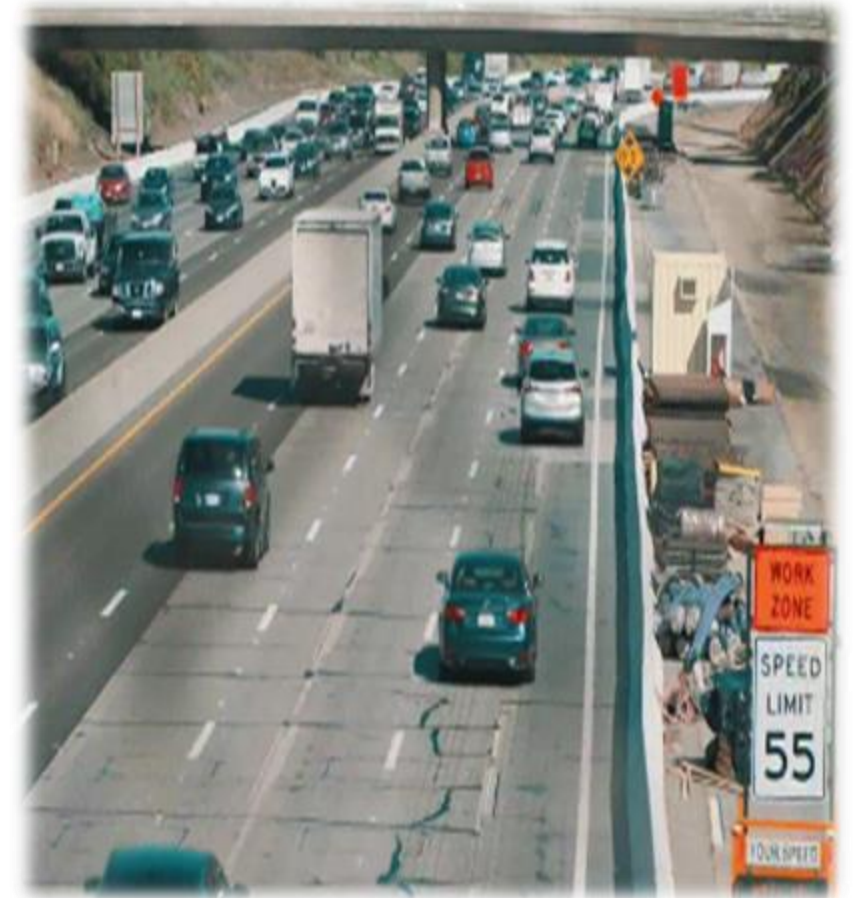


Q&A

Encroachment

An **encroachment** is defined in Section 660 of the California Streets and Highways Code as :

“[...] any tower, pole, pole line, pipe, pipeline, fence, billboard, stand or building, or any structure, object of any kind or character not particularly mentioned in the section, or special event, which is in, under, or over any portion of the State highway right-of-way. “Special event” means any street festival, sidewalk sale, community-sponsored activity, or community-approved activity.”



Why Does Caltrans Issue Encroachment Permits?

1. Ensure the **safety** of the traveling public, highway workers and permittees,
2. **Protect**, maintain, and enhance the quality of the State highway system during and after permitted work,
3. Ensure that the proposed encroachment is compatible with the **primary uses** of the State highway system,
4. Protect the State's and public's investment in the highway facility, and
5. See if requested temporary use of State highway right-of-way for special events, filming, etc. are planned in a way that minimizes inconvenience to the traveling public and addresses anticipated safety impacts.



Who Needs an Encroachment Permit?

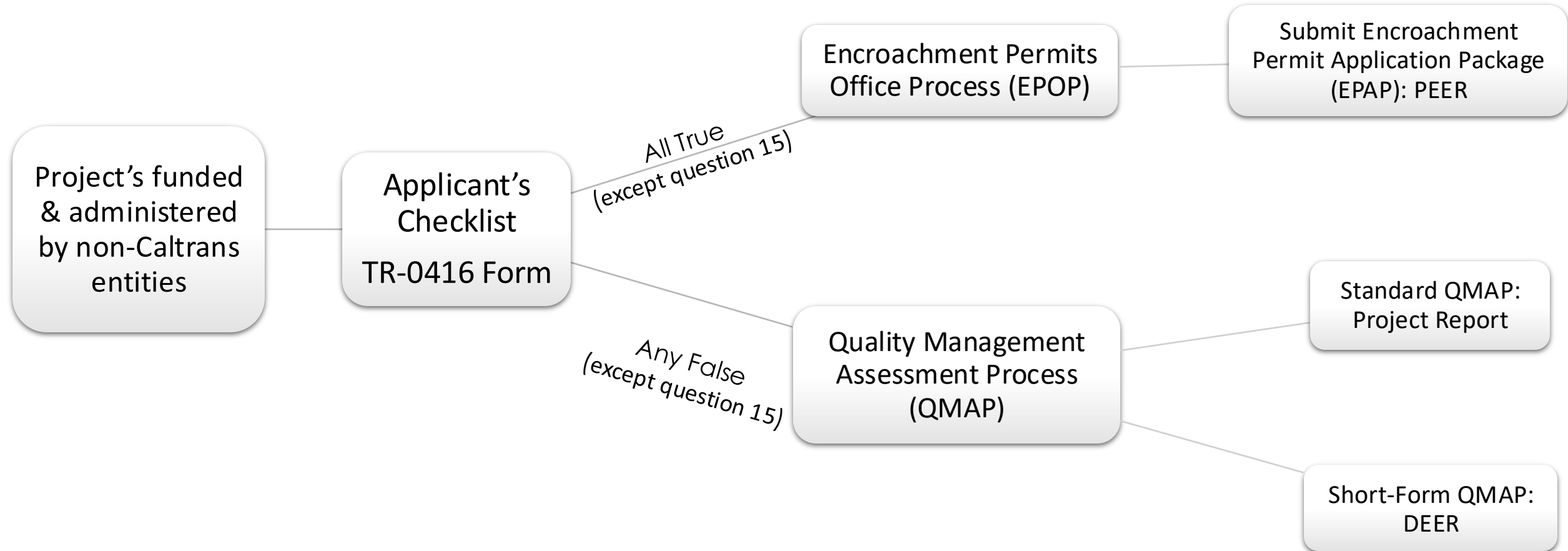
- **ALL NON – CALTRANS ENTITIES:** Individuals, contractors, corporations, utilities, cities, counties, Native American Tribes, other government agencies etc. for any physical encroachment on State Highway System Right-of-Way.

Exceptions:

- Those under a State highway construction contract with Caltrans and operating within their contract limits,
- consultants under contract with Caltrans, and
- local agency forces with a delegation of a maintenance agreement operating within their jurisdictional boundaries and within the scope of their maintenance responsibilities.

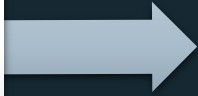


Overview EP Processes



Applicants Checklist to Determine Applicable Review Process (TR-0416)

Project's funded & administered by non-Caltrans entities



Applicant's Checklist (TR-0416)

APPLICANT'S CHECKLIST TO DETERMINE APPLICABLE REVIEW PROCESS

No.	Scope	True	False
1	Project has an approved environmental document (CE, ND, EIR, EIS, etc.) or project is CE by CEQA and/or NEPA and has completed studies or public outreach.		
2	Project design and submittal is complete (at 100%) and the EPAP includes all required supporting documents, reports, etc.		
3	Project doesn't involve any ROW conveyances (e.g., dedications, relinquishments, modifications to ROW limits, etc.).		
4	Project doesn't propose constructing new structures (e.g., earth retaining structures such as retaining walls, tie backs, soil nails, sound walls, culverts, etc.) that are not per Caltrans Standard Plans.		
5	Project doesn't propose conduits greater than 60" in diameter to be installed by trenchless methods or tunneling (diameter 30" and above) with depth of cover less than 15 feet.		
6	Project doesn't propose high priority utilities, liquid and gas carrier pipes on or through bridges/structures.		
7	Project doesn't propose structural modifications of Caltrans structures (certain superficial attachments are not considered structural modifications).		
8	Project doesn't propose new permanent stormwater treatment facilities, create 5000 sq. ft. or more of new non-highway impervious surface or create 1 acre or more of newer highway impervious surface.		
9	Project is not proposed in known slip/slide prone areas and proposed work will not adversely impact geological stability.		
10	Project doesn't require agreements to be executed with Caltrans, or, an agreement is required but Caltrans standard templates can be used (e.g., maintenance, lease, Joint Use Agreements, etc.).		
11	Project doesn't propose non-standard roadway design features (lane widths, super elevation, etc.) requiring a Design Standard Decision Document (Not applicable to utility-only projects).		
12	Project doesn't require CTC action for other than funding approval (e.g., relinquishments, new public road connections, etc.).		
13	Project doesn't propose new sound walls on bridges or modifications to existing sound walls on bridges.		
14	Project doesn't propose increasing highway capacity or converting operational nature of highway lanes (e.g. converting to HOT or Toll lanes, etc.).		
15	Project's total construction costs within the existing or future State highway right-of-way is \$1 million or less. (Not applicable to utility-only projects)		

I hereby certify that the above information provided related to this project is true and correct to the best of my knowledge and belief. I further understand and agree that if information contrary to aforementioned table at any stage during the Caltrans review process or if the project scope changes the results of any of the above elements, project may have to be managed through a different Caltrans Review Process and may be subject to delays, revisions, or denials.

Name of Applicant

Signature of applicant

Date

05/12/2020

EP Review Process and Timeline

Overview

- In accordance with California Streets and Highways Code, section 671.5 (a), Caltrans is required to either approve or deny an encroachment permit application submittal within 60 calendar days, upon determination that the submittal is complete.
- All applicable Federal and State statutory requirements including but not limited to Storm Water, Americans with Disabilities Act (ADA), California Environmental Quality Act (CEQA) must be complied with prior to a submittal being deemed as complete.
- The Permit Engineer will assign an Encroachment Permit number and distribute it to the necessary Caltrans units to review it for compliance with policy, design and construction standards. These reviews and comments are due back to the Permit Engineer within 10 business days from the date of distribution. Once these are compiled, the Permit Engineer will make a determination as to whether or not an Encroachment Permit should be issued.
- If additional information, revisions or supporting documentation is needed, the Permit Engineer will send a letter to the applicant informing them that their submittal is denied without prejudice based upon the need for revisions and/or supplemental information.
- The applicant will be given a period of 10 to 30 calendar days to resubmit with the requested information, and the option to contact the District Encroachment Permits Office in writing to request additional time if needed. If a resubmittal or a response is not received from the applicant by the given date, the submittal may be denied without prejudice and the file will be closed.
- The 60-calendar day clock stops when a denial letter is sent to the applicant (via registered mail) informing them of the denial. A new 60 calendar day clock begins upon receipt of the resubmittal from the applicant.
- If the application is denied due to noncompliance with Caltrans' standards and/or policies, a denial letter will be sent to the applicant detailing the reason(s) for the denial and instructions on the appeal process.

RESOURCES

- Training Module

<https://www.youtube.com/watch?v=xvaQd99BX5Y>

- Encroachment Permits Website

[Encroachment Permits | Caltrans](#)

- District Encroachment Permits Contact Information

- [District EP Contacts | Caltrans](#)

- Applicant's Checklist to Determine Appropriate Review Process (TR-0416)

<https://forms.dot.ca.gov/v2Forms/servlet/FormRenderer?frmId=DOTTR0416>

RESOURCES

Resources Cont.

- [Encroachment Permit Manual](#) Chapter 100 and [PDPM](#)
- Permit Engineering Evaluation Report (PEER) (TR-0112)
<https://dot.ca.gov/-/media/dot-media/programs/traffic-operations/documents/encroachment-permits/peer-tr-0112-a11y.pdf>
- Design Engineering Evaluation Report (DEER) Preparation Guidelines & Template
<https://dot.ca.gov/-/media/dot-media/programs/design/documents/pdpm-appendix-a11y.pdf>
- Encroachment Project Review Process Change Approval (TR-0417)
https://traffic.onramp.dot.ca.gov/downloads/traffic/files/permits/ep_process_review.pdf

Questions and Discussion

- Purpose of meeting

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Discussion Questions

QUESTION 1

What transit project intake and encroachment permit related actions would be most impactful to include in the upcoming Transit Implementation Plan?

QUESTION 2

What is one short term action (1-2 years) Caltrans could take to improve transit project intake and the encroachment permit process?

QUESTION 3

Are there transit project intake and encroachment permit related challenges your agency or organization has solved? How did you resolve them?

Thank you!

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