NOTICE OF PREPARATION
OF A
ENVIRONMENTAL IMPACT REPORT
FOR THE
SANTA CLARA UNIVERSITY FIVE-YEAR DEVELOPMENT PLAN

Date of Distribution: April 28, 2015

PROJECT APPLICANT: Santa Clara University

FILE NO: PLN2014-10779 & CEQ2014-01184

The Santa Clara University (SCU) proposes the SCU Five Year Development Plan consisting of eight projects on the SCU main campus located in the City of Santa Clara. The proposed development plan includes demolition of approximately 232,000 square feet of existing buildings and construction of up to 523,900 square feet of classroom, office, and student activity space and 600 student housing units. In addition, SCU plans to increase undergraduate enrollment to 6,000 students. Approval of the project will require actions by the City of Santa Clara including the preparation and certification of an Environmental Impact Report (EIR) to support the environmental review of the development plan project.

As the Lead Agency, the City of Santa Clara will prepare an EIR for the above-refereuced project. We need to know the views of your agency as to the scope and content of the environmental information which is germane to your agency's statutory responsibilities in connection with the proposed project. Your agency will need to use the EIR prepared by our agency when considering your permit or other approval for the project. The project description, location, and potential environmental effects are contained in the attached materials.

According to State law, the deadline for your response is 30 days after receipt of this notice; however, we would appreciate an earlier response, if possible.

To respond in writing, agencies should identify a contact person. Please send your response to:

City of Santa Clara
Attn: Debby Fernandez
1500 Warburton Avenue
Santa Clara, CA 95050
(408) 615-2450
dfernandez@santaclaraca.gov

Kevin Riley
Director of Planning and Inspection

Date: April 28, 2015

Notice of Preparation for an Environmental Impact Report for the City of Santa Clara
The Santa Clara University Five-Year Development Plan NOP
April 28, 2015

Introduction

The purpose of an Environmental Impact Report (EIR) is to inform decision-makers and the general public of the environmental effects of a proposed project that an agency may implement or approve. The EIR process is intended to provide information sufficient to evaluate a project and its potential for significant impacts on the environment; to examine methods of reducing adverse impacts; and to consider alternatives to the project.

The EIR for the proposed project will be prepared and processed in accordance with the California Environmental Quality Act (CEQA) of 1970, as amended. In accordance with the requirements of CEQA, the EIR will include the following:

- A summary of the project;
- A project description;
- A description of the existing environmental setting, environmental impacts, and mitigation measures for the project;
- Alternatives to the project as proposed; and
- Environmental consequences, including (a) any significant environmental effects which cannot be avoided if the project is implemented; (b) any significant irreversible and irretrievable commitments of resources; (c) the growth inducing impacts of the proposed project; and (d) cumulative impacts.

Project Location

The project site is comprised of the SCU main campus which is bound by Franklin Street to the north, El Camino Real to the east, El Camino Real and Market Street to the south, and Lafayette Street to the west in the City of Santa Clara. (see Figures 1 and 2)

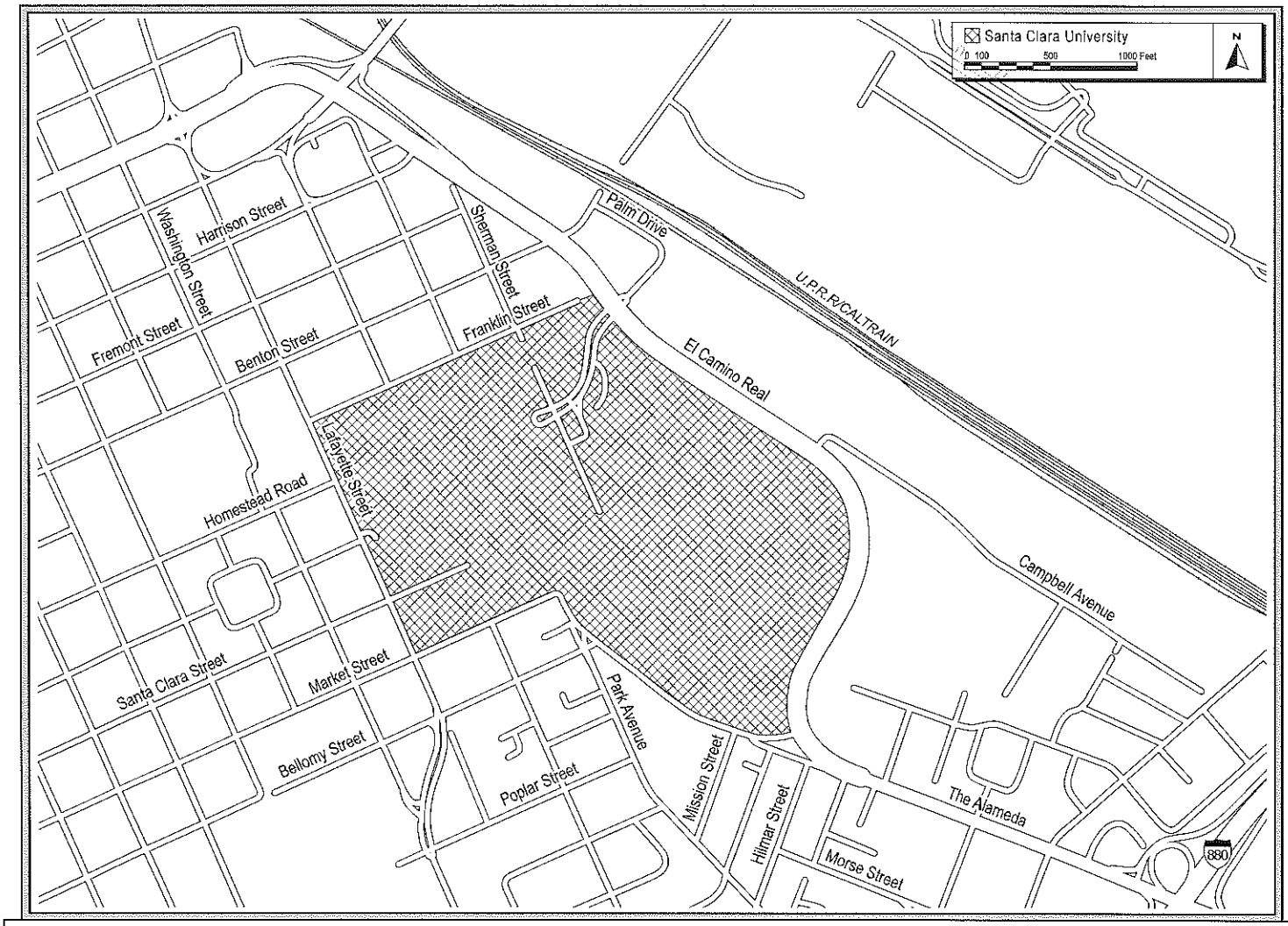
Project Description

The proposed five-year development plan will increase the student population to 6,000 undergraduates and is composed of the following seven projects on the SCU campus, which is designated as *Public/Quasi-Public* in the General Plan and zoning code:

Project 1 – New School of Law

A 95,000 square foot, four-story law school building will be developed on an existing parking lot directly east of Lucas Hall (Leavey School of Business). The structure would include space for 141 staff and faculty as well as classrooms.

REGIONAL MAP FIGURE 1



VICINITY MAP FIGURE 2

Project 2 – Science, Technology, Engineering, and Mathematics (STEM) Center

The project proposes to demolish five buildings totaling 178,561 square feet, including Heafey Law Library (Bldg. 202), Bannan Engineering Labs (Bldg. 402), Murphy Hall (Bldg. 403), Bannan Engineering (Bldg. 404), and Bannan Hall (Bldg. 405) to construct three new buildings totaling 315,400 square feet in the same location for the proposed STEM Center.

Project 3 – New Residence Halls

The project proposes two new residence halls on campus including a four-story, 186-bed residence hall addition to the existing Sobrato Hall and a new four-story, 414-bed residence hall south of Sobrato Hall, in the location of an existing parking lot. The site of the addition is currently occupied by the Art/Art History Building. The demolition of the Art/Art History Building was previously addressed in a separate CEQA document and a replacement building has already been approved by the City on the north side of Franklin Street. Underground parking is also proposed to offset the loss of the surface parking area.

Project 4 – Replacement of Cowell Center

The project proposes to demolish the existing Cowell Center (10,414 square foot building) and replace it with a 38,000 square foot, two-story building (with a partial sub-grade level) that will provide space for Student Health Services and practice space for NCAA athletes and recreational sports.

Project 5 – Demolition of the Daly Science Center

After the completion of the new proposed STEM Center (refer to Project 2), the Daly Science Center (three buildings totaling 42,813 square feet) which houses the current STEM program, would be demolished and the area would be utilized as open space.

Project 6 – Renovation of Benson Center

The project proposes to expand the existing Benson Center from 100,716 square feet to 149,716 square feet to support the proposed increase in student population. The facility is used for meeting and dining space, as well as common areas for students.

Project 7 – Renovation of Pat Malley Fitness Center

The existing Pat Malley Fitness Center is a 43,584 square foot building. The project proposes to expand the building to the north and west, adding a 26,500 square foot, two-story addition.

Required Project Approvals

Project approvals by the City including, but not limited to the following, will be required to implement the project addressed in this EIR:

1. Use Permit
2. Issuance of demolition, grading, building, and occupancy permits.

Potential Environmental Impacts of the Project

The EIR will identify the significant environmental effects anticipated to result from development of the project as proposed. Mitigation measures will be identified for significant impacts, as warranted. The EIR will include the following specific environmental categories as related to the proposed project:

1. Land Use

The project site (the SCU campus) is located in a developed urbanized area. The EIR will describe the existing land uses adjacent to and within the campus. Land use impacts that would occur as a result of the proposed project will be analyzed, including the consistency of the project with the City's 2010-2035 General Plan and zoning code and compatibility of the proposed and existing land uses in the project area. The effect of the proposed project on the City's jobs/housing balance will also be analyzed.

2. Visual Resources

The project site is surrounded by a mix of residential and commercial land uses that range between one and six stories tall. The EIR will describe the existing visual setting of the project area and the visual changes that are anticipated to occur as a result of the proposed project. The EIR will also discuss possible light and glare issues from the proposed developments. Mitigation measures will be identified for significant impacts, as warranted.

3. Geology and Soils

The project site is located in Seismic Zone 4, which is the most seismically active region in the United States. The EIR will discuss the possible geological impacts associated with seismic activity and the existing soil conditions on the project site. Mitigation measures will be identified for significant impacts, as warranted.

4. Biological Resources

Based on the location of the seven projects, up to 500 trees could be affected by the proposed development plan. The EIR will discuss the loss of trees on-site. The EIR will also discuss the overall loss of existing urban habitat.

5. Hydrology and Water Quality

Based on the Federal Emergency Management Agency (FEMA) flood insurance rate maps, the EIR will address the possible flooding issues of the site as well as the effectiveness of the storm drainage system and the projects effect on stormwater quality consistent with the requirements of the Regional

Water Quality Control Board. Mitigation measures will be identified for significant impacts, as warranted.

6. Air Quality

The EIR will address the regional air quality conditions in the Bay Area and discuss the proposed project's impacts to local and regional air quality according to the most recent Bay Area Air Quality Management District (BAAQMD) guidelines and thresholds[1]. Temporary construction related impacts such as construction vehicle exhaust and airborne particulates (i.e., dust) will also be discussed. Mitigation measures will be identified for significant impacts, as warranted.

7. Noise

The existing noise environment on-site is created primarily by traffic on the local roadways, including El Camino Real, Market Street, and Lafayette Street. The EIR will discuss impacts to the proposed project from existing off-site noise sources. The proposed residence halls (refer to Project 3) are noise sensitive uses and the EIR will discuss impacts from existing noise sources to the proposed development. The EIR will also discuss temporary construction noise. Noise levels will be evaluated for consistency with thresholds in the Santa Clara 2010-2035 General Plan. Mitigation measures will be identified for significant impacts, as warranted.

8. Transportation and Circulation

The EIR will examine the existing traffic conditions in the immediate vicinity of the project site. A previous parking study of the campus determined that existing parking spaces can accommodate the additional 6,000 students from the proposed project. The EIR will discuss the impacts from possible increased peak hour vehicle trips. Mitigation measures will be identified for significant impacts, as warranted.

9. Cultural Resources

This area of Santa Clara is a highly sensitive area for subsurface prehistoric and historic resources as a result of prehistoric occupation of the area and Mission era settlements. In addition, there are 18 buildings in proximity to the seven development projects which could potentially be historic. The EIR will address the potential for redevelopment of the project site to impact known and unknown subsurface cultural resources. The EIR will also address the impacts of redevelopment on identified historic structures. Mitigation measures will be identified for significant impacts, as warranted.

10. Hazards and Hazardous Materials

The EIR will address the potential for contaminated soil and/or groundwater to be present on the project site as a result of recent land use operations on- or off-site, as well as residual contamination from historic land uses. Mitigation measures will be identified for significant impacts, as warranted.

[1] The guidelines were updated May 2012.

11. Utilities

Implementation of the proposed project will result in an increased demand on utilities and public facilities compared to existing conditions. The EIR will examine the impacts of the project on public facilities, including utilities such as sanitary and storm drains, water supply, and solid waste management. Mitigation measures will be identified for significant impacts, as warranted.

12. Public Services

Implementation of the proposed project will increase the population of the City which will result in an increased demand on public services, including police and fire protection. The EIR will address the availability of public facilities and service systems and the potential for the project to require the construction of new facilities. Mitigation measures will be identified for significant impacts, as warranted.

13. Energy

Implementation of the proposed project will result in an increased demand for energy on-site. The EIR will address the increase in energy usage on-site and proposed design measures to reduce energy consumption. Mitigation measures will be identified for significant impacts, as warranted.

14. Greenhouse Gas Emissions

The EIR will address the proposed project's contribution to regional and global greenhouse gas emissions based on BAAQMD thresholds. The EIR will also discuss the proposed project's consistency with the City's Climate Action Plan. Proposed design measures to reduce energy consumption, which in turn would reduce greenhouse gas emissions, will be discussed. Mitigation measures will be identified for significant impacts, as warranted.

15. Population and Housing

The EIR will address the proposed increase in student residential housing on-site and the project's impact on the overall population and housing supply in the City. Mitigation measures will be identified for significant impacts, as warranted.

16. Alternatives

The EIR will examine alternatives to the proposed project including a "No Project" alternative and one or more alternative development scenarios depending on the impacts identified. Other alternatives that may be discussed could include reduced development alternatives (e.g., smaller project site or reduced density alternatives) and/or alternative locations. Alternatives discussed will be chosen based on their ability to reduce or avoid identified significant impacts of the proposed project while achieving most of the identified objectives of the project.

17. Significant Unavoidable Impacts

The EIR will identify those significant impacts that cannot be avoided, if the project is implemented as proposed.

18. Cumulative Impacts

The EIR will include a Cumulative Impacts section that will address the potentially significant cumulative impacts of the project when considered with other past, present, and reasonably foreseeable future projects in the development area.

In conformance with the CEQA Guidelines, the EIR will also include the following sections: 1) consistency with local and regional plans and policies, 2) growth inducing impacts, 3) significant irreversible environmental changes, 4) references and organizations/persons consulted, and 5) EIR authors.

DEPARTMENT OF TRANSPORTATION
DISTRICT 4
P.O. BOX 23660
OAKLAND, CA 94623-0660
PHONE (510) 286-5528
FAX (510) 286-5559
TTY 711
www.dot.ca.gov

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May 18, 2015

SCL082481
SCL/82/PM R10.95
SCH# 2015042076

Ms. Debby Fernandez
Planning Division
City of Santa Clara
1500 Warburton Avenue
Santa Clara, CA 95050

Dear Ms. Fernandez:

Santa Clara University Five-Year Development Plan – Notice of Preparation (NOP)

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the project referenced above. The mission of Caltrans is to provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability. The Caltrans District 4 Local Development-Intergovernmental Review (LD-IGR) Program reviews land use and plans to ensure consistency with our mission and state planning priorities of infill, conservationism, and efficient development. We have reviewed the NOP and have the following comments to offer. We provide these comments consistent with the State's smart mobility goals to support a vibrant economy and build communities, not sprawl.

Project Understanding
The proposed project would amend the Master Plan for the Santa Clara University (University) campus, demolishing approximately 232,000 square feet (sf) of existing building floor area to construct up to 523,000 sf of net new classroom, office and student activity space in conjunction with 600 new student housing units on the University campus. The project site is located on State Route (SR) 82 (El Camino Real) with several access points (i.e., driveways) on SR 82 and with the main campus entrance Palm Drive intersecting with SR 82 at Franklin Street.

Lead Agency
As the lead agency, the City of Santa Clara (City) is responsible for all project mitigation, including any needed improvements to State highways. The project's fair share contribution, financing, scheduling, implementation responsibilities and lead agency monitoring should be fully discussed for all proposed mitigation measures.

Traffic Impact Analysis
The environmental document should include an analysis of the travel demand expected from the

proposed project. Caltrans is in the process of updating its *Guide for the Preparation of Traffic Impact Studies* (TIS Guide) for consistency with Senate Bill 743, but meanwhile we recommend using the Caltrans TIS Guide for determining which scenarios and methodologies to use in the analysis, available at: http://dot.ca.gov/hq/tpp/offices/ocp/igr_ceqa_files/tisguide.pdf.

Please ensure that a TIA is prepared providing the information detailed below:

1. Vicinity map, regional location map, and a site plan clearly showing project access in relation to nearby State roadways. Ingress and egress for all project components should be clearly identified. Clearly identify the State right-of-way (ROW). Project driveways, local roads and intersections, car/bike parking, and transit facilities should be mapped.

2. Project-related trip generation, distribution, and assignment including per capita use of transit, rideshare or active transportation modes such as existing bus service; the El Camino Real Bus Rapid Transit (BRT) and other new bus service, such as service to major transit centers like the Santa Clara Station and the San Jose Airport; and vehicle miles traveled (VMT) reduction factors. The assumptions and methodologies used to develop this information should be detailed in the study, utilize the latest place-based research, and be supported with appropriate documentation.

3. 2035 Cumulative Conditions and 2035 Cumulative Plus Project Conditions.

4. The project site building potential as identified in the General Plan. The project's consistency with both the Circulation Element of the General Plan and the Congestion Management Agency's Congestion Management Plan should be evaluated.

5. Schematic illustration of walking, biking and auto conditions at the project site and study area roadways, trip distribution percentages and volumes as well as intersection geometrics, (i.e., lane configurations, for AM and PM peak periods). Potential safety issues for all road users should be identified and fully mitigated.

6. Mitigation for any roadway sections or intersection with increasing VMT should be identified. Mitigation may include contributions to the regional fee program as applicable (described below), and should support the use of transit and active transportation modes. Because of the location of the project, Caltrans recommends the City consider mitigation measure options which would allow the City to ensure that direct and indirect traffic impacts, as well as the contribution to cumulative traffic impacts, from the project are mitigated to the extent feasible. Potential mitigation measures that include the requirements of other agencies such as Caltrans are fully enforceable through permit conditions, agreements, or other legally-binding instruments under the control of the City.

7. The project's effect on pedestrians, bicyclists, and transit performance should be based on any projected resulting VMT increases and evaluating mitigation measures and tradeoffs. The analysis should describe any pedestrian and bicycle mitigation measures and safety countermeasures that would be needed as a means of maintaining and improving access to

transit facilities and reducing vehicle trips.

Vehicle Trip Reduction
Caltrans commends the City for its ongoing progress in locating needed housing, jobs and neighborhood services near major mass transit centers, with connecting streets configured to facilitate walking and biking. By doing so, the City promotes mass transit use and reducing regional vehicle miles traveled, thereby reducing traffic impacts on the State highways.

We also commend and encourage the City to continue developing Transportation Demand Management (TDM) policies, which promote usage of nearby public transit lines and reduce vehicle trips on the State Highway System. The policies could also include appropriate documentation for monitoring TDM measures, including annual reports to demonstrate the ongoing reduction of vehicle trips, while continuing to survey the travel patterns of residents within the project area.

These policies could also include further lowering of parking ratios, car-sharing programs, bicycle parking and showers for students and staff, and providing transit passes to students and staff, and carpooling with preferred parking or working with Caltrain to increase the headway times on Bus Lines 22, 60, and 522 serving Caltrain's Santa Clara Station along State Route (SR) 82 (El Camino Real) and on Palm Drive, among others. For information about parking ratios, see the Metropolitan Transportation Commission (MTC) report *Reforming Parking Policies to Support Smart Growth* or visit the MTC parking webpage: http://www.mtc.ca.gov/planning/smart_growth/parking. Also, for more information on MTC's Sustainable Communities Strategy and VMT reduction targets, please visit the *Plan Bay Area* webpage at: http://www.mtc.ca.gov/planning/plan_bay_area/.

Mitigation Reporting Guidelines
The California Environmental Quality Act (CEQA) requires the adoption of reporting or monitoring programs when public agencies include mitigation as a condition of project approval. Reporting or monitoring takes place after project approval to ensure implementation of the project in accordance with mitigation adopted during the CEQA review process.

Some of the information requirements detailed in the attached Guidelines for Submitting Transportation Information from a Reporting Program include the following:

- Name, address, and telephone number of the CEQA lead agency contact responsible for mitigation reporting;
- Type of mitigation, specific location, and implementation schedule for each transportation impact mitigation measure; and
- Certification section to be signed and dated by the lead agency certifying that the mitigation measures agreed upon and identified in the checklist have been implemented, and all other reporting requirements have been adhered to, in accordance with Public Resources Code Sections 21081.6 and 21081.7.

Further information is available on the following website:
http://www.dot.ca.gov/hq/tpp/offices/ocp/igr_ceqa.html.

Traffic Impact Fees
Please identify traffic impact fees to be used for project mitigation. Development plans should require traffic impact fees based on projected traffic and/or based on associated cost estimates for public transportation facilities necessitated by development. Scheduling and costs associated with planned improvements on State ROW should be listed, in addition to identifying viable funding sources correlated to the pace of improvements for roadway improvements, if any. Given the scale and location of the proposed project and the traffic generated, along with other projects in the vicinity, this project is likely to have a cumulatively significant impact to the State Highway System.

Voluntary Contribution Program
Caltrans encourages the City to participate in Santa Clara Valley Transportation Authority's (VTA) voluntary contribution program and plan for the impact of future growth on the regional transportation system. Contributions by the City funding regional transportation programs would improve the transportation system to lessen future traffic congestion, improve mobility by reducing time delays, and maintain reliability on major roadways throughout the San Francisco Bay Area. Reducing delays on State facilities will not only benefit the region, but also reduce any queuing on local roadways caused by highway congestion.

Cultural Resources
Caltrans requires that a project's environmental document include documentation of a current archaeological record search from the Northwest Information Center of the California Historical Resources Information System if construction activities are proposed within State ROW. Current record searches must be no more than five years old. Caltrans requires the records search, and if warranted, a cultural resource study by a qualified, professional archaeologist, and evidence of Native American consultation to ensure compliance with CEQA, Section 5024.5 and 5097 of the California Public Resources Code, and Volume 2 of Caltrans' Standard Environmental Reference (http://www.dot.ca.gov/ser/vol2/vol2.htm).

These requirements, including applicable mitigation, must be fulfilled before an encroachment permit can be issued for project-related work in State ROW. Work subject to these requirements include, but is not limited to: lane widening, channelization, auxiliary lanes, and/or modification of existing features such as slopes, drainage features, curbs, sidewalks and driveways within or adjacent to State ROW.

Transportation Management Plan (TMP)
If it is determined that traffic restrictions and detours are needed on or which may affect State highways, a TMP or construction TIA may be required for approval by Caltrans prior to construction. Traffic Management Plans must be prepared in accordance with Caltrans' *TMP Guidelines.* Further information is available for download at the following web address:
http://www.dot.ca.gov/hq/traffops/trafmgmt/tmp_lcs/index.htm.

Please ensure that such plans are also prepared in accordance with the TMP requirements of the corresponding jurisdictions. For further TMP assistance, please contact the Caltrans District 4 Office of Traffic Management Operations at (510) 286-4579.

Encroachment Permit

Please be advised that any work or traffic control that encroaches onto the State ROW requires an encroachment permit that is issued by Caltrans. To apply, a completed encroachment permit application, environmental documentation, and five (5) sets of plans clearly indicating State ROW must be submitted to: David Salladay, District Office Chief, Office of Permits, California Department of Transportation, District 4, P.O. Box 23660, Oakland, CA 94623-0660. Traffic-related mitigation measures should be incorporated into the construction plans prior to the encroachment permit process. See this website for more information: http://www.dot.ca.gov/hq/traffops/developserv/permits.

Should you have any questions regarding this letter, please contact Brian Ashurst at (510) 286-5505 or brian.ashurst@dot.ca.gov.

Sincerely,

Patti

PATRICIA MAURICE
Acting District Branch Chief
Local Development - Intergovernmental Review

c: Scott Morgan, State Clearinghouse
Robert Swierk, Santa Clara Valley Transportation Authority (VTA) – electronic copy
Robert Cunningham, Santa Clara Valley Transportation Authority (VTA) – electronic copy

SANTA CLARA
Valley Transportation Authority

May 27, 2015

City of Santa Clara
Department of Planning
1500 Warburton Avenue
Santa Clara, CA 95050

Attention: Debby Fernandez

Subject: City File No. PLN2014-10779 / Santa Clara University Five-Year Development Plan

Dear Ms. Fernandez:

Santa Clara Valley Transportation Authority (VTA) staff have reviewed the NOP for up to 523,900 square feet of new classroom, office, and activity space and 600 new student housing units at Santa Clara University. We have the following comments.

Land Use
VTA supports the proposed land use intensification of these sites on the Santa Clara University campus within a 2,000 foot walking distance of the Santa Clara Transit Center, served by Caltrain, VTA Local Bus Lines 22, 60, and 81, VTA Community Bus Line 32, and VTA Rapid 522, which VTA is planning to upgrade to Bus Rapid Transit (BRT) service. This location is identified as a Station Area in VTA's Community Design & Transportation (CDT) Program Cores, Corridors and Station Areas framework, which shows VTA and local jurisdiction priorities for supporting concentrated development in the County. The CDT Program was developed through an extensive community outreach strategy in partnership with VTA Member Agencies, and was endorsed by all 15 Santa Clara County cities and the county.

Transportation Impact Analysis (TIA) Report
VTA's Congestion Management Program (CMP) requires a Transportation Impact Analysis (TIA) for any project that is expected to generate 100 or more net new peak-hour trips. Based on the information provided on the size of this project, a TIA may be required. The updated 2014 VTA *TIA Guidelines*, which can be found at http://www.vta.org/cmp/tia-guidelines, include updated procedures for documenting auto trip reductions, analyzing non-auto modes, and evaluating mitigation measures and improvements to address project impacts and effects on the transportation system. For any questions about the updated *TIA Guidelines*, please contact Robert Swierk of the VTA Planning and Program Development Division at 408-321-5949 or Robert.Swierk@vta.org.

Trip Generation Assumptions
The assumptions about the project's trip generation and any trip reductions for the existing uses should be clearly documented. The proposed project is described in the NOP as up to 523,900

proposed project. Caltrans is in the process of updating its *Guide for the Preparation of Traffic Impact Studies* (TIS Guide) for consistency with Senate Bill 743, but meanwhile we recommend using the Caltrans TIS Guide for determining which scenarios and methodologies to use in the analysis, available at: http://dot.ca.gov/hq/tpp/offices/ocp/igr_ceqa_files/tisguide.pdf.

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Cultural Resources
Caltrans requires that a project's environmental document include documentation of a current archaeological record search from the Northwest Information Center of the California Historical Resources Information System if construction activities are proposed within State ROW. Current record searches must be no more than five years old. Caltrans requires the records search, and if warranted, a cultural resource study by a qualified, professional archaeologist, and evidence of Native American consultation to ensure compliance with CEQA, Section 5024.5 and 5097 of the California Public Resources Code, and Volume 2 of Caltrans' Standard Environmental Reference (http://www.dot.ca.gov/ser/vol2/vol2.htm).

These requirements, including applicable mitigation, must be fulfilled before an encroachment permit can be issued for project-related work in State ROW. Work subject to these requirements include, but is not limited to: lane widening, channelization, auxiliary lanes, and/or modification of existing features such as slopes, drainage features, curbs, sidewalks and driveways within or adjacent to State ROW.

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If it is determined that traffic restrictions and detours are needed on or which may affect State highways, a TMP or construction TIA may be required for approval by Caltrans prior to construction. Traffic Management Plans must be prepared in accordance with Caltrans' *TMP Guidelines.* Further information is available for download at the following web address:
http://www.dot.ca.gov/hq/traffops/trafmgmt/tmp_lcs/index.htm.

Please ensure that such plans are also prepared in accordance with the TMP requirements of the corresponding jurisdictions. For further TMP assistance, please contact the Caltrans District 4 Office of Traffic Management Operations at (510) 286-4579.

Encroachment Permit

Please be advised that any work or traffic control that encroaches onto the State ROW requires an encroachment permit that is issued by Caltrans. To apply, a completed encroachment permit application, environmental documentation, and five (5) sets of plans clearly indicating State ROW must be submitted to: David Salladay, District Office Chief, Office of Permits, California Department of Transportation, District 4, P.O. Box 23660, Oakland, CA 94623-0660. Traffic-related mitigation measures should be incorporated into the construction plans prior to the encroachment permit process. See this website for more information: http://www.dot.ca.gov/hq/traffops/developserv/permits.

Should you have any questions regarding this letter, please contact Brian Ashurst at (510) 286-5505 or brian.ashurst@dot.ca.gov.

Sincerely,

Patti

PATRICIA MAURICE
Acting District Branch Chief
Local Development - Intergovernmental Review

c: Scott Morgan, State Clearinghouse
Robert Swierk, Santa Clara Valley Transportation Authority (VTA) – electronic copy
Robert Cunningham, Santa Clara Valley Transportation Authority (VTA) – electronic copy