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Sent: 2/26/2024 4:03:35 PM
From: Derek Porcella <derek.porcella@flocksafety.com>
To: Lee, Jae-Myung@DOT, "Michael" , "Luis"
Cc: "Michael" , Sing, Soratha@DOT
Bcc:
Importance: Normal
Subject: Re: Permit Application 0424-NSV-0053: Encroachment Policy Exception Needed
Attachments [31C3EAEA3E6E4956BE733A9B2F800ECC.png](#)
:
[, 423899_BENECIA PD.pdf](#) , [Encroachment_Utility Policy Exception Template Letter Format 8-28-23-a11y \(002\).docx](#) , [Caltrans Guidance for Preparation of Encroachment or Utility Policy Exception Request 10-13-2023.pdf](#) , [Attachment A- Enviromental doc \(1\).pdf](#)

Good afternoon Jae,
Thanks for providing the below information.
Flock Safety partnered with EBI Consulting for completion of the environmental requirements for EPE packages. We haven't completed one for a District 4 application yet so I'd like to confirm the best way to proceed.
Do I need to file and receive the NEPA determination letter before I can submit the EPE package? Or is it possible to submit concurrently?
I expect I will need to file EPE packages for other applications in D4 and would like to make sure I follow the best procedure.
Thanks,

Derek Porcella



714.865.4101 | derek.porcella@flocksafety.com

On Wed, Feb 7, 2024 at 9:37 AM Lee, Jae-Myung@DOT <jae-myung.lee@dot.ca.gov> wrote:

For your EPE preparation:

Guidance: Section 508.12 "Law Enforcement Surveillance Devices" & TR-0409 LESD Special Provisions of Appendix K of EPM and Chapter 17 of PDPM (including EPE criteria)

- Go over the requirements in Section 508.12 and TR-409 LESD Special Provisions of Appendix K in the Encroachment Permits Manual (<https://dot.ca.gov/programs/traffic-operations/ep/ep-manual>) for more information. For those requirements not met, justification should be provided in the EPE and address the specific points in Chapter 17 and Table 5.20 of Section 508.12 individually as to the proposed alternative and justifications.
- Some of the requirements are:
 - a. Not to have any utility conflicts for this proposal
 - b. For future maintenance it will require a separate encroachment permit for access-controlled highway right-of-way or an annual maintenance encroachment permit for conventional highway right-of-way.
 - c. No maintenance agreement if they are not connected to and uses Caltrans utilities. If required, work with the D4 Maintenance Agreement Branch.
 - d. All proposals with attachment to Caltrans poles must be reviewed and approved by the HQ Office of Design and Technical Services.
 - e. LESDs with wireless component must be reviewed and approved by the HQ Office of Radio Communications.
 - f. Notify and send a copy of each issued permit to the local CHP Office before operating the LESDs.
- Refer to Table 5.20 for the minimum submittal requirements for plans.
- Refer to Guidance in Section 508.12 for attaching LESD infrastructure to Caltrans signal and lighting pole(s), if applicable.
- Not to obscure any existing Caltrans camera's coverage

- Any future maintenance work should be limited to “minimal.”
- Briefly explain how data are collected, stored, and accessed.
- Specify funding source such as local, state, or federal grant (e.g., State Homeland Security Grant).

From: Lee, Jae-Myung@DOT
Sent: Wednesday, February 7, 2024 9:31 AM
To: derek.porcella@flocksafety.com
Cc: mgreene@ci.benicia.ca.us; Sing, Soratha@DOT <soratha.sing@dot.ca.gov>
Subject: RE: Permit Application 0424-NSV-0053: Encroachment Policy Exception Needed

Hi Derek,

I'm sending you a sample environmental determination from another permit application for your reference.

Sincerely,

Jae-Myung ("Jae") Lee

D4 Permits Region II (CC, NAP, SOL, SON), Office of Encroachment Permits
(916) 695-0631

[Encroachment Permits | Caltrans](#)

From: Sing, Soratha@DOT <soratha.sing@dot.ca.gov>
Sent: Wednesday, February 7, 2024 9:25 AM
To: Lee, Jae-Myung@DOT <jae-myung.lee@dot.ca.gov>; derek.porcella@flocksafety.com
Cc: mgreene@ci.benicia.ca.us
Subject: FW: Permit Application 0424-NSV-0053: Encroachment Policy Exception Needed

Hi Derek,

I am forwarding your question to my superior, Mr. Jae Lee. He will be working with a review team to get your Encroachment Policy Exception approve once you submit the encroachment policy exception request.

Jae-For the environmental determination, is a letter describing categorical exemption sufficient for the red light camera installation EPE request?

Thanks,

Soratha Sing

Transportation Engineer

510-520-0853

From: Derek Porcella <derek.porcella@flocksafety.com>

Sent: Tuesday, February 6, 2024 3:47 PM

To: Sing, Soratha@DOT <soratha.sing@dot.ca.gov>

Cc: mgreene@ci.benicia.ca.us

Subject: Re: Permit Application 0424-NSV-0053: Encroachment Policy Exception Needed

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Good afternoon Soratha,

I'm currently working on the letter requesting an Encroachment Policy Exception.

Can you describe what sort of environmental determination is required for attaching our equipment to an existing light pole?

Will a letter describing categorical exemption be sufficient for this project?

Thanks,

Derek Porcella

Permitting Manager



714.865.4101 | derek.porcella@flocksafety.com

On Fri, Feb 2, 2024 at 1:09 PM Sing, Soratha@DOT <soratha.sing@dot.ca.gov> wrote:

Hi

I have recently been assigned as the permit writer for Permit Application #0424-NSV-0053. After review of the permit application, it has been determined that an Encroachment Policy Exception is needed in order to perform your scope of work (Installation of 1 license plate reading cameras on Hwy 780 in the city of Benicia,) in our State Right-of way. Please submit to me a letter requesting for an Encroachment Policy Exception using the provided attached template and instruction guidelines. I've also attached a copy of the permit application and plans you provided for the application for your reference. Upon receipt of the Encroachment Policy Exception letter, a review team will determine whether the request is acceptable.

In addition to the Encroachment Policy Exception letter, I have just the permit application package for our functioning units to review and comment.

If there should be any question, please feel free to contact me.

Thanks,

Soratha Sing

Transportation Engineer

510-520-0853

