

Appendix III (Note: Appendix reference may vary depending on funding program)

State Highway System Project Impact Assessment (Form CTC-0002)

- Applicant must complete ALL fields in Sections I and II. Write N/A if not applicable. Applicant must also provide the Attachments requested in Section IV.
- Assessment Form and all attachments must be submitted to Caltrans District Contacts (contact link in Section III) no later than four (4) weeks prior to Application Due Date. Late or incomplete submissions of this form and attachments may delay applications.

1. Applying Agency

2. Name of Person submitting the application

3. Title

4. Phone

5. Email

6. Project Title - The title must be consistent with the application and all project documentation

7. Indicate the State Funding Program(s) associated with the project. Check all that apply.

8. Percentage of project area within State Right of Way:
(Area within State Right of Way ÷ Total project area) x 100

And

Estimated dollar (\$) value of project area within State Right of Way

9. Total construction cost of physical project elements within State Right of Way: Provide a separate estimate for the total construction cost (capital and support costs) of the project for only those physical elements and/or portions of elements that are on or within State Right of Way. This includes project elements within State airspace. Please refer to the completed estimates form or figures included in the project application.

10. Indicate the anticipated environmental documentation that will be required for California Environmental Quality Act and National Environmental Policy Act (ex. Negative Declaration, EIR/ EIS, etc.) Indicate N/A if a National Environmental Policy Act document is not required.

11. Fully describe the scope of work to be performed within State Highway Right of Way. This includes all new or modifications to any physical assets within State Right of Way.

12. Follow the steps and linked resources to determine induced Vehicle Miles Traveled (VMT) on the State Highway System (SHS) and applicable calculations. Enter text inputs on 4, 5, or 6 as applicable. Note: Active Transportation Program (ATP) projects may not induce VMT per the ATP Guidelines. ATP applicants check number 1 and proceed to Section 13.

13. Review the linked flowchart and resources for appropriate level of involvement. Check

the applicable items in the checklist to determine appropriate process. Check the processes that apply.

Caltrans will review and retains the right to make a final determination.

STATE HIGHWAY SYSTEM PROJECT IMPACT ASSESSMENT

CTC-0002 (NEW 11/2024)

I. APPLICANT INFORMATION**1. APPLICANT**

2. APPLICANT CONTACT

3. CONTACT TITLE

4. CONTACT PHONE

5. CONTACT EMAIL

II. PROJECT INFORMATION**6. PROJECT TITLE**

7. PROJECT PROGRAM

ATP

LPP-C

LPP-F

LSRP

SCCP

SGR

TCEP

SHOPP

STIP

TIRCP

8. PERCENT OF PROJECT AREA WITHIN STATE HIGHWAY RIGHT OF WAY

9. TOTAL CONSTRUCTION COST WITHIN STATE HIGHWAY RIGHT OF WAY

10. ANTICIPATED ENVIRONMENTAL DOCUMENTATION FOR:

CEQA:

NEPA:

11. DESCRIBE THE SCOPE OF WORK TO BE DONE WITHIN STATE HIGHWAY RIGHT OF WAY

12. SB743 VEHICLE MILES OF TRAVEL (VMT) IMPACT ASSESSMENT

- Project Environmental Document was approved prior to the implementation of SB 743 (or July 2020) and VMT analysis was not required. If checked, Stop. Proceed to Section 13.
- Project is screened as unlikely to induce traffic under Section 5.1.1 in [Transportation Analysis under CEQA](#). If checked, Stop. Proceed to Section 13.
- Project is in a [Metropolitan Statistical Area](#). If checked, proceed to step 3. If not, proceed to step 6.
- Project adds lane-miles to the SHS. If yes, proceed to step 4. If the project adds other types of traffic-inducing capacity, e.g. an interchange, proceed to step 6.
- Enter the project lane-miles in the [NCST Induced Travel Calculator](#) and report the result here.
- If the project team believes induced VMT will be different than what is shown in step 4, provide a best estimate based on guidance in the [Transportation Analysis Framework](#) and [Transportation Analysis Under CEQA](#), and a brief justification here. Stop. Proceed to Section 13.
- Provide an estimate of the project's induced VMT based on guidance in the [Transportation Analysis Framework](#) and [Transportation Analysis Under CEQA](#), and a brief justification here. Stop. Proceed to Section 13.

13. EXPECTED LEVEL OF CALTRANS INVOLVEMENT (Note: final determination will be at the discretion of Caltrans)

Follow the [Flowchart to Determine the QMAP \(ca.gov\)](#) and [Applicant's checklist to determine the appropriate Caltrans review process \(TR-0416\)](#) to identify the applicable Caltrans review process that best fits the project parameters. Encroachment requests with completed permit application, checklists and supporting project documents must be submitted to District encroachment permit offices for further processing.

For determination of the processes required, check the following if the project:

- Will impact an Environmentally Sensitive Area, or requires an Environmental Impact Report (EIR) or Environmental Impact Statement (EIS),
- Requires Federal Highway Administration (FHWA) approval,
- Requires Right-of-Way dedication from Caltrans,
- Requires modification to a Caltrans Bridge or Structure,
- Requires Design Standard Decision Document (Reference: Highway Design Manual, Design Information Bulletin 78),
- Requires Encroachment Exception Approval (Reference: Encroachment Permit Manual, Chapter 300),
- None of the Above.

If any items "a" through "f" are checked a Standard Project Delivery Process is required, see #2 below. If item "g" is selected a Short Form is permitted, see #3 below.

- Encroachment Permit Oversight Process - [Standard Encroachment Permit Application \(TR-0100\)](#), [instructions and related forms](#)
- Standard Project Delivery Quality Assessment Process.
- Project Delivery Short Form Quality Assessment Process (using a DEER) - [Design Engineering Evaluation Report Guidelines](#)

III. CALTRANS ACKNOWLEDGEMENT

SIGNATURE: _____

DATE: _____

PRINT NAME: _____

District Director, District ____

The above signature indicates, based on available information:
Caltrans acknowledges the Project

*****APPLICANTS SUBMIT TO
DISTRICT CONTACTS IN LOCAL ASSISTANCE OR
PROJECT MANAGEMENT*****

Form submissions with attachments are due
Four Weeks PRIOR to Application Deadline.

IV. ATTACHMENTS

The Project Programming Request (PPR) must be provided to Caltrans with this form. Additional information may be required by Caltrans, including, but, not limited to: (1) project level documents, (2) draft funding application(s), and/or (3) project specific maintenance obligations.

Attachment(s): _____