California Department of Transportation

DISTRICT 4
OFFICE OF REGIONAL AND COMMUNITY PLANNING
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Co/Rt/Pm: SM/101/23.011

Christy Usher, AICP Senior Planner
City of South San Francisco
315 Maple Avenue
South San Francisco, CA 94080

Re: 1 Oyster Point Blvd Digital Billboard Project – Draft Initial Study/ Mitigated Negative Declaration (IS/MND)

Dear Christy Usher:

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the 1 Oyster Point Blvd Digital Billboard project. The Local Development Review (LDR) Program reviews land use projects and plans to ensure consistency with our mission and state planning priorities. The following comments are based on our review of the September 2026 Draft IS/MND.

Please note this correspondence does not indicate an official position or approval by Caltrans on this project.

Project Understanding
The proposed project involves the installation of a new double-sided digital billboard located at 1 Oyster Point Boulevard in South San Francsico. The billboard would be oriented in a V-shape so that the displays would be visible from both northbound and southbound highway 101 traffic.

Outdoor Advertising
Since off-premises outdoor advertising displays are intended to operate as revenue generating off-premises displays, please contact the Caltrans Outdoor Advertising (ODA) Program at ODA@dot.ca.gov or at (916) 654-6473 for ODA Preliminary Determinations and Permit Application forms and requirements (*link*).

Landscape Architecture
Please note that the location of the proposed digital billboard is within a Classified Landscaped Freeway segment (SM 101 PM 21.464 to PM 26.107) and will require a relocation agreement, as described in the Draft IS/MND.

Encroachment Permit
Please be advised that any temporary or permanent work including traffic control that encroaches in, under, or over any portion of the State highway Rights-of-Way (ROW) requires a Caltrans-issued encroachment permit.

The Office of Encroachment Permits requires 100% complete design plans and supporting documents to review and circulate the permit application package. Project plans within State ROW must clearly show the State ROW line for the whole plan limits along with all existing roadway features (lane lines, edge of pavement, curbs, existing signage, trees and utility poles, etc.). Please ensure that proposed work within Caltrans ROW conforms with the latest versions of the Caltrans Highway Design Manual (*link*) and Caltrans Standard Plans and Specifications (*link*).

The review and approval of encroachment projects is managed through the Encroachment Permits Office Process (EPOP) or the Project Delivery Quality Management Assessment Process (QMAP), depending on project scope, complexity, and completeness of the application. Please use the following resources to determine the appropriate review process:

- TR-0416 Applicant's Checklist (*link*)
- Caltrans Encroachment Projects Processes – Information Video (*link*)
- Flowchart, Figure 1.2 in Section 108, Overview of the Encroachment Review Process, of Chapter 100 – The Permit Function, Caltrans Encroachment Permit Manual (*link*)

The permit approval typically takes less than 60 days, but may take longer depending on the project scope, size, complexity, completeness, compliance with applicable laws, standards, policies, and quality of the permit package submitted. Projects requiring exceptions to design standards, exceptions to encroachment policies, maintenance agreements, or external agency approvals may need more time to process.

To obtain more information and download the permit application, please visit Caltrans Encroachment Permits (*link*).

Thank you again for including Caltrans in the environmental review process. Should you have any questions regarding this letter, please contact Mary McGee, Associate

Transportation Planner/Transportation Planner (please put your name down if you are drafting this letter), via LDR-D4@dot.ca.gov. For future early coordination opportunities or project referrals, please visit Caltrans LDR website (*link*) or contact LDR-D4@dot.ca.gov.

Sincerely,

YUNSHENG LUO
Branch Chief, Local Development Review
Office of Regional and Community Planning

c: State Clearinghouse