State of California | Business, Transportation and Housing Agency

Memorandum

To: DISTRICT DIRECTORS
DISTRICT DIVISION CHIEFS - TRAFFIC OPERATIONS
DISTRICT DIVISION CHIEFS - PLANNING

Date: October 18, 2000

File No.: E-206 (Environmental)
655 (Enc. Permits)

From: **DEPARTMENT OF TRANSPORTATION**
TRAFFIC OPERATIONS PROGRAM (MS 36)
ENVIRONMENTAL PROGRAM (MS 27)
TRANSPORTATION PLANNING PROGRAM (MS 32)

Subject: Review of Encroachments

As stewards of the cultural and biological resources within our right-of-way, we are requesting that your district ensure that permit applicants comply with environmental law – and that Caltrans Encroachment Permit, Environmental, and Transportation Planning offices understand the critical importance of this compliance. Pre-construction identification of environmental resources allows for preservation of the resource by avoidance, or for mitigation of impacts, as required by law and Caltrans environmental policy. Accidental discovery of resources during construction not only damages the resource, but also affects Caltrans' credibility and relationships with resource agencies, Indian tribes, and other concerned parties.

We are requesting that you ensure that encroachments receive appropriate environmental review. To help you determine what is appropriate, the following guidelines are intended to clarify the environmental requirements for encroachment permits that are detailed in Chapter 4 of the *Encroachment Permit Manual.*

- All encroachment permit applications for projects in designated Environmentally Sensitive Areas (ESAs), or that may affect original ground, *whether or not* the area has been designated as an ESA, shall be reviewed by the appropriate District environmental specialists – even if the project appears categorically exempt under the California Environmental Quality Act (CEQA). The depth of proposed excavation must be considered in determining if the project will affect "original ground"; projects such as utility installations may involve soil disturbances to depths of five feet or more. The District's permit and environmental offices may develop written agreements or checklists identifying situations when environmental's review of such projects will not be necessary.

- The District Intergovernmental Review (IGR) Coordinator shall coordinate with the District environmental specialists when reviewing environmental documents for projects with encroachment potential. The opportunity to comment on such documents prior to receipt of the actual permit application should result in a more timely review when the actual permit application is submitted. The District IGR coordinator shall include the environmental specialist's comments regarding environmental compliance and documentation requirements in the District's comment letter to the lead agency. Additionally, the District IGR coordinator shall include the comment that the lead agency is encouraged to contact the Native American Heritage Commission (NAHC) for advice on consulting with Native Americans regarding any cultural concerns within the project area. If a project is within or contiguous to a reservation or rancheria, the district's comments shall include a recommendation that the tribe be contacted. A list of California Indian Reservations and Rancherias is attached for your use.

The District Permit Engineer shall ensure that all encroachment permit applications for projects that may affect original ground are forwarded to the appropriate district environmental unit for review. In addition, the Permit Engineer shall ensure that the environmental unit is notified of all changes to plans, specifications and permit provisions. The Permit Engineer shall refer the applicant to General Provision 26. This provision requires that work stops in the vicinity of any discovered archaeological or historical resource, and that the applicant immediately notify the Department representative and retain a qualified archaeologist to evaluate the site. Additionally, if human remains are uncovered, the applicant is to immediately notify the Coroner as required per Health and Safety Code 7050.5, and the Department representative. If the remains are Native American, the coroner is to contact the NAHC as required by Public Resources Code 5097.98. To ensure that this contact is made, the District representative is also to notify the NAHC. No further action shall occur in the vicinity until agreed to by the NAHC or most likely descendent and the Department.

- The District environmental specialists shall review encroachment permit applications as well as draft environmental documents that may involve encroachment to verify that the applicant has performed adequate and appropriate research to identify environmental resources. Encroachment permit applicants are required to comply with CEQA, and to adhere to the same standards for investigation and documentation as Caltrans staff. These standards include literature and relevant database reviews and field surveys for biological and cultural resources. For cultural resources, the applicant is also expected to contact: (1) the Regional California Historical Resource Information Center to obtain information on known archaeological and historical sites; and (2) the Native American Heritage Commission to request its review of the sacred lands inventory, and to obtain a list of the Native Americans that have cultural concerns in the project area.

- The District environmental specialists shall review environmental documents and permit applications in a timely manner, and shall ensure that the IGR Coordinator and/or Permit Engineer are fully informed of any environmental issues and permit restrictions.

Thank you for your assistance in helping us fulfill our encroachment permit, environmental and IGR responsibilities. If you have any questions about these procedures, please contact:

- Paul Cavanaugh (Headquarters Encroachment Permit Branch): (916) 654-6232, or 8-464-6232
- Tina Biorn (Headquarters Environmental Program): (916) 653-0013, or 8-453-0013
- Bill Costa (Headquarters Intergovernmental Review): (916) 653-9689, or 8-453-9689
- Cynthia Gomez (Headquarters Transportation Planning-Native American Liaison): (916) 654-2389, or 8-464-2389.

KIM NYSTROM	GARY R. WINTERS	JOAN SOLLENBERGER
Program Manager	Acting Program Manager	Program Manager
Traffic Operations	Environmental Program	Transportation Planning

Attachment

c: Larry Myers, Native American Heritage Commission; District Environmental Branch Chiefs; District Planning Branch Chiefs; District Permit Engineers

CALIFORNIA INDIAN RESERVATIONS AND RANCHERIAS

COUNTY	RESERVATION/ RANCHERIA	ADDRESS	PHONE & FAX
Amador	Buena Vista Rancheria	4650 Coalmine Road Ione, CA 95640	(209) 274-6512 FAX: (209) 424-1077
	Ione Band of Miwok Indians	P.O. Box 1190 Ione, CA 95640	(209) 274-6753 FAX: (209) 274-6636
	Jackson Rancheria	P.O Box 1090 Jackson, CA 95642	(209) 223-1935 FAX: (209) 223-5366
Butte	Berry Creek	5 Tyme Way Oroville, CA 95966	(530) 534-3859 FAX: (530) 534-1151
	Chico Rancheria	1907 Mangrove Ave. Suite F Chico, CA 95926	(530) 899-8922 FAX: (530) 899-8517
	Enterprise Rancheria	1940 Feather River Blvd., Suite B Oroville, CA 95965	(530) 532-9214 FAX: (530) 532-1768
	Mooretown Rancheria	1 Alverda Drive Oroville, CA 95966	(530) 533-3625 FAX: (530) 533-3680
Calaveras	Sheep Ranch Rancheria	1055 Winter Court Tracy, CA 95736	(209) 834-0197 FAX: (530) 533-3680
Colusa	Colusa Rancheria	50 Wintun Road, Suite D Colusa, CA 95932	(530) 458-8231 FAX: (530) 458-4186
	Cortina Rancheria	P.O. Box 7470 Citrus Heights, CA 95621	(916) 726-7118 FAX: (916) 726-7493
Del Norte	Elk Valley Rancheria	P.O. Box 1042 Crescent City, CA 95531	(707) 464-4680 FAX: (707) 464-4519
	Resighini Rancheria	P.O. Box 529 Klamath, CA 95548	(707) 482-2431 FAX: (707) 482-3425
	Smith River Rancheria	250 N. Indian Road Smith River, CA 95567	(707) 487-9255 FAX: (707) 487-0930
	Yurok Reservation	1034 Sixth Street Eureka, CA 95501	(707) 444-0433 FAX: (707) 444-0437
El Dorado	Shingle Springs Rancheria	P.O. Box 1340 Shingle Springs, CA 95862	(530) 676-8010 FAX: (530) 676-8033
Fresno	Big Sandy Rancheria	P.O. Box 337 Auberry, CA 93602	(559) 855-4003 FAX: (707) 855-4129
	Cold Springs Rancheria	P.O. Box 209 Tollhouse, CA 93667	(559) 855-5043 FAX: (559) 855-4445
	Table Mountain Rancheria	P.O. Box 410 Friant, CA 93626	(559) 822-2587 FAX: (559) 822-2693
Glenn	Grindstone Indian Rancheria	P.O. Box 63 Elk Creek, CA 95939	(530) 968-5365 FAX: (530) 968-5366

CALIFORNIA INDIAN RESERVATIONS AND RANCHERIAS

COUNTY	RESERVATION/ RANCHERIA	ADDRESS	PHONE & FAX
Humboldt	Big Lagoon Rancheria	P.O. Box Drawer 3060 Trinidad, CA 95570	(707) 826-2079 FAX: (707) 826-1737
	Blue Lake Rancheria	P.O. Box 428 Blue Lake, CA 95525	(707) 668-5101 FAX: (707) 668-4272
	Hoopa Valley Reservation	P.O. Box 1348 Hoopa, CA 95546	(530) 625-4211 FAX: (530) 625-4594
	Karuk Tribe of California	P.O. Box 1016 Happy Camp, CA 96039	(530) 493-5305 FAX: (530) 493-5322
	Rohnerville Rancheria	32 Bear River Drive Loleta, CA 95551	(707) 733-1900 FAX: (707) 733-1972
	Table Bluff Reservation	1000 Wiyot Drive Loleta, CA 95551	(707) 733-5055 FAX: (707) 733-5601
	Trinidad Rancheria	P.O. Box 630 Trinidad, CA 95570	(707) 677-0211 FAX: (707) 677-3921
	Yurok Tribe	1034 Sixth Street Eureka, CA 9551	(707) 444-0433 FAX: (707) 444-0437
Imperial	Fort Yuma Indian Reservation	P.O. Box 11352 Yuma, AZ	(760) 5720248 FAX: (760) 572-0895
Inyo	Big Pine Reservation	P.O. Box 700 Big Pine, CA 93513	(760) 938-2003 FAX: (760) 938-2942
	Bishop Reservation	50 Tu Su Lane Bishop, CA 93514	(760) 873-3584 FAX: (760) 873-4143
	Fort Independence Reservation	P.O. Box 67 Independence, CA 93526	(760) 878-2126 FAX: (760) 878-2311
	Lone Pine Reservation	1103 S. Main Street Independence, CA 93545	(760) 876-5414 FAX: (760) 876-1080
	Timbisha Shoshone Tribe	P.O. Box 206 Death Valley, CA 92328	(760) 786-2374 FAX: (760) 786-2376
Kings	Santa Rosa Rancheria	P.O. Box 8 Lemoore, CA 93245	(559) 924-1278 FAX: (559) 924-3583
Lake	Big Valley Rancheria	P.O. Box 430 Lakeport, CA 95453	(707) 263-3924 FAX: (707) 263-3977
	Elem Indian Colony	P.O. Box 430 Clearlake Oaks, CA 95453	(707) 998-1135 FAX: (707) 998-1236
	Middletown Rancheria	P.O. Box 1035 Middletown, CA 95461	(707) 987-3670 FAX: (707) 987-9091
	Robinson Rancheria	1545 E. Highway 20 Nice, CA 95464	(707) 275-0527 FAX: (707) 275-0235

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	Scotts Valley Rancheria	149 N. Main Street , Suite 200 Lakeport, CA 95453	(707) 263-4771 FAX: (707) 263-4773
	Upper Lake	P.O. Box 516 Upper Lake, CA 95485	(707) 275-0737 FAX: (707) 275-0757
Lassen	Susanville Rancheria	P.O. Box Drawer U Susanville, CA 96130	(530) 257-6264 FAX: (530) 257-7986
Madera	North Fork Rancheria	P.O. Box 929 North Fork, CA 93643	(559) 877-2461 FAX: (559) 877-5467
	Picayune Rancheria	46575 Road 417 Coarsegold, CA 93614	(559) 683-6633 FAX: (559) 642-4075
Mendocino	Coyote Valley Rancheria	P.O. Box 39 Redwood Valley, CA 95470	(707) 485-8723 FAX: (707) 485-1247
	Guidiville Rancheria	P.O. Box 339 Talmage, CA 95481	(707) 462-3682 FAX: (707) 462-9183
	Hopland Reservation	P.O. Box 610 Hopland, CA 95449	(707) 744-1647 FAX: (707) 744-1506
	Laytonville Rancheria	P.O. Box 1239 Laytonville, CA 95454	(707) 984-6197 FAX: (707) 984-6201
	Manchester-Point Arena Rancheria	P.O. Box 623 Point Arena, CA 95468	(707) 882-2788 FAX: (707) 882-3417
	Pinoleville Rancheria	367 N. State Street, Suite 204 Ukiah, CA 95482	(707) 463-1454 FAX: (707) 463-6601
	Potter Valley Rancheria	915 South Dora, Suite 204 Ukiah, CA 95482	(707) 468-7494 FAX: (707) 468-0874
	Redwood Valley Rancheria	3250 Road I Redwood Valley, CA 95470	(707) 485-0361 FAX: (707) 485-5726
	Round Valley Reservation	P.O. Box 448 Covelo, CA 95428	(707) 983-6126 FAX: (707) 983-6128
	Sherwood Valley Rancheria	190 Sherwood Hill Drive Willits, CA 95490	(707) 459-9690 FAX: (707) 459-6936
Modoc	Alturas Rancheria	P.O. Box 340 Alturas, CA 96101	(530) 233-5571 FAX: (530) 233-3170
	Cedarville Rancheria	P.O. Box 126 Cedarville, CA 96104	(530) 233-3969 FAX: (530) 233-4776
	Fort Bidwell	P.O. Box 129 Fort Bidwell, CA 96112	(530) 279-6310 FAX: (530) 279-2233
	Likely Rancheria	37014 Main Street Burney, CA 96013	(530) 335-5421 FAX: (530) 335-3140

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Mono	Benton Paiute Reservation	Star Route 4 Box 56-A Benton, CA 93512	(760) 933-2321 FAX: (760) 933-2412
	Bridgeport Indian Colony	P.O. Box 37 Bridgeport, CA 93517	(760) 932-7083 FAX: (760) 932-7846
Placer	United Auburn Indian Community	661 Newcastle Road, Suite 1 Newcastle, CA 95658	(916) 663-3720 FAX: (916) 663-3727
Plumas	Greenville Rancheria	2039 Walnut Street Red Bluff, CA 96080	(530) 528-9000 FAX: (530) 528-9002
Riverside	Agua Caliente Reservation	600 East Tahquitz Canyon Way Palm Springs, CA 92262	(760) 325-3400 FAX: (760) 325-0593
	Augustine Reservation	84481 Avenue 54 Coachella, CA	FAX: (760) 398-4922
	Cabazon Reservation	84-245 Indio Springs Drive Indio, CA 92201	(760) 342-2593 FAX: (760) 347-7880
	Cahuilla Reservation	P.O. Box 391760 Anza, CA 92539	(909) 763-5549 FAX: (909) 763-2808
	Colorado River	RT 1 Box 23-B Parker, AZ 85344	(520) 669-9211 FAX: (520) 669-5675
	Fort Yuma Reservation	P.O. Box 1899 Yuma, AZ 85366	(760) 572-0213 FAX: (760) 572-2102
	Morongo Reservation	11581 Potrero Road Banning, CA 92220	(909) 849-4697 FAX: (909) 849-4425
	Pechanga Reservation	P.O. Box 1477 Temecula, CA 92593	(909) 676-2768 FAX: (909) 695-1778
	Ramona Reservation	P.O. Box 391372 Anza, CA 92539	(909) 763-4105 FAX: (909) 763-4325
	Santa Rosa Reservation	325 N. Western Avenue Hemet, CA 92343	(909) 652-2570 FAX:
	Soboba Reservation	P.O. Box 487 San Jacinto, CA 92581	(909) 654-2765 FAX: (909) 654-4198
	Torres-Martinez Reservation	P.O. Box 1160 Thermal, CA 92070	(760) 397-8144 FAX: (760) 397-8146
San Bernardino	Chemehuevi Reservation	P.O. Box 1976 Havasu Lake, CA 92363	(760) 858-4219 FAX: (760) 858-5400
	Fort Mojave Reservation	500 Merriman Avenue Needles, CA 92363	(760) 629-4591 FAX: (760) 629-2468
	San Manuel Reservation	P.O. Box 266 Patton, CA 92369	(909) 864-8933 FAX: (909) 864-3370
	Twenty-Nine Palms Reservation	46-200 Harrison Place Coachella, CA 92236	(760) 775-5566 FAX: (760) 775-4639

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San Diego	Santa Ysabel Reservation	P.O. Box 130 Santa Ysabel, CA 92070	(760) 765-0846 FAX: (760) 765-0320
	Barona Reservation	1095 Barona Road Lakeside, CA 92040	(619) 443-6612 FAX: (619) 443-0681
	Campo Reservation	36190 Church Road, Suite 1 Campo, CA 91906	(619) 478-9046 FAX: (619) 478-5818
	Cuyapaipe Reservation	P.O. Box 2250 Alpine, CA 91903	(619) 445-6315 FAX: (619) 445-9126
	Inaja-Cosmit Reservation	845 D Street, Suite 4&5 Ramona, CA 92065	(760) 788-2817 FAX: (760) 788-2870
	Jamul Indian Village	P.O. Box 612 Jamul, CA 91935	(619) 669-4785 FAX: (619) 669-4817
	La Jolla Reservation	22000 Highway 76 Pauma Valley, CA 92061	(760) 742-3771 FAX: (760) 742-1704
	La Posta Reservation	P.O. Box 1048 Boulevard, CA 91905	(619) 478-2113 FAX: (619) 478-2125
	Los Coyotes Reservation	P.O. Box 189 Warner Springs, CA 92086	(760) 782-0711 FAX: (760) 782-2701
	Manzanita Reservation	P.O. Box 1302 Boulevard, CA 91905	(619) 766-4930 FAX: (619) 766-4957
	Mesa Grande Reservation	P.O. Box 270 Santa Ysabel, CA 92070	(760) 782-3818 FAX: (760) 782-9029
	Pala Reservation	P.O. Box 50 Pala, CA 92059	(760) 742-3784 FAX: (760) 742-1293
	Pauma & Yuima Reservation	P.O. Box 369 Pauma Valley, CA 92061	(760) 742-1289 FAX: (760) 742-3422
	Rincon Reservation	P.O. Box 68 Valley Center, CA 92082	(760) 749-1051 FAX: (760) 749-8901
	San Pasqual Reservation	P.O. Box 365 Valley Center, CA 92082	(760) 749-3200 FAX: (760) 749-3876
	Sycan Reservation	5459 Dehesa Road El Cajon, CA 92021	(619) 445-2613 FAX: (619) 445-1927
	Viejas Reservation	P.O. Box 908 Alpine, CA 91903	(619) 445-3810 FAX: (619) 445-5337
Santa Barbara	Santa Ynez Reservation	P.O. Box 517 Santa Ynez, CA 93460	(805) 686-0855 FAX: (805) 686-2060
Shasta	Pit River Tribe of California	37014 Main Street Burney, CA 96013	(530) 335-5421 FAX: (530) 335-3140
	Redding Rancheria	2000 Rancheria Road Redding, CA 96001	(530) 225-8979 FAX: (530) 241-1879

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Siskiyou	Karuk Tribe of California	P.O. Box 1016 Happy Camp, CA 96039	(530) 493-5305 FAX: (530) 493-5322
	Quartz Valley Rancheria	P.O. Box 24 Fort Jones, CA 96032	(530) 468-5970 FAX: (530) 468-5908
Sonoma	Cloverdale Rancheria	555 S. Cloverdale Blvd. Suite 1 Cloverdale, CA 95425	(707) 894-5775 FAX: (707) 894-5727
	Dry Creek Rancheria	P.O. Box 607 Geyserville, CA 95441	(707) 857-3045 FAX: (707) 857-3047
	Lytton Rancheria	1250 Coddingtown Center, Ste. 1 Santa Rosa, CA 95401	(707) 575-5917 FAX: (707) 575-6974
	Stewart's Point Rancheria	1410 C Guerneville Road, Ste. 4 Santa Rosa, CA 95403	(707) 591-0580 FAX: (707) 591-0583
Tehama	Paskenta Band of Nomlaki Indians	P.O. Box 398 Orland, CA 95963	(530) 865-2010 FAX: (530) 865-1870
Tulare	Tule River Reservation	P.O. Box 589 Porterville, CA 93258	(559) 784-6170 FAX: (559) 784-1351
Tuolumne	Chicken Ranch Rancheria	P.O. Box 1159 Jamestown, CA 95327	(209) 984-4806 FAX: (209) 984-5606
	Tuolumne Rancheria	P.O. Box 699 Tuolumne, CA 95379	(209) 928-3475 FAX: (209) 928-1677
Yolo	Rumsey Rancheria	P.O. Box 18 Brooks, CA 95606	(530) 796-3400 FAX: (530) 796-2143