

**From:** [Canales-Mora, Elizabeth](#)  
**To:** [Galzote, Hannah](#)  
**Cc:** [Provedor, Jennifer](#); [Hill, Shannon](#); [Downtown West Project](#); [Han, James](#); [Piozet, Jennifer](#); [Keyon, David](#)  
**Subject:** RE: Mailed Notices for the release of the Draft EIR for the Downtown West (Google) Project  
**Date:** Wednesday, September 23, 2020 11:45:06 AM

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Hi Hannah,

David has some questions pertaining to the notices that will be mailed for Downtown West/Google project (see email below). Can you please respond to his email?

Thank you,

## Elizabeth Canales

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**From:** Keyon, David  
**Sent:** Wednesday, September 23, 2020 11:42 AM  
**To:** Canales-Mora, Elizabeth <[Elizabeth.Canales-Mora@sanjoseca.gov](mailto:Elizabeth.Canales-Mora@sanjoseca.gov)>  
**Cc:** Provedor, Jennifer <[jennifer.provedor@sanjoseca.gov](mailto:jennifer.provedor@sanjoseca.gov)>; Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>; Downtown West Project <[downtownwest@esassoc.com](mailto:downtownwest@esassoc.com)>; Han, James <[James.Han@sanjoseca.gov](mailto:James.Han@sanjoseca.gov)>; Piozet, Jennifer <[Jennifer.Piozet@sanjoseca.gov](mailto:Jennifer.Piozet@sanjoseca.gov)>  
**Subject:** Mailed Notices for the release of the Draft EIR for the Downtown West (Google) Project

Hi Elizabeth,

We are currently planning on publishing the Draft EIR for the Downtown West/Goole project on Wednesday, 10/7. We will be preparing a postcard similar to the one prepared for the Scoping and Community meetings back in November and December 2019, which should be mailed to the same addresses in the radius of the previous mailing (I think 1,000 feet).

Can the same mailing addresses used for the November/December meetings be used? Also, how soon do we need to give you the postcard notice?

Finally, given the size of the mailing, should a third party vendor be engaged?

On a related topic, we will also be preparing the Notice of Availability, with certified mail, for mailing prior to the 10/7 public circulation date. We will prepare these next week, but would

like to leave them in the support staff area for mailing on Monday 10/5 or Tuesday 10/6 (the goal is to have them delivered by the 10/7 circulation date). Are these days support staff would be in the office?

Thank you!

**David Keyon**

Principal Planner, Environmental Review

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