

From: [Sanderfer, Larissa](#)
To: [Hill, Shannon](#)
Subject: Re: DTW: Draft PRC Memo CEQA Question
Date: Tuesday, October 13, 2020 12:06:13 PM
Attachments: [image001.png](#)
[Outlook-1iuvhjqr.png](#)

Hey Shannon,

I apologize for all the back and forth! We actually don't need your help anymore.

I've only written memos that had a recommendation, so I was using the memo template I've used prior. I found out that since this is an informational memo there is a different template that doesn't require CEQA language.

Sorry for all the confusion!

Thanks,
Larissa

Larissa Sanderfer | Parks Planner
Parks, Recreation and Neighborhood Services

City Hall | P. 408-793-5590

200 E Santa Clara St, San Jose, CA 95113

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From: Hill, Shannon <Shannon.Hill@sanjoseca.gov>
Sent: Tuesday, October 13, 2020 11:58 AM
To: Sanderfer, Larissa <Larissa.Sanderfer@sanjoseca.gov>
Subject: RE: DTW: Draft PRC Memo CEQA Question

Hi Larissa,

Thanks, I hope you are doing well too!

Sorry for the delay, I am just catching up on emails after our push to release the DEIR for this project last week.

It would be helpful if you could provide the memo you are planning to submit, so I don't have to search through old emails, as the attachment is not included with this email. I also need to review the most current version to ensure the correct CEQA reference is used.

Thanks!

Shannon Hill, Planner

Planning, Building & Code Enforcement | Environmental Review Section

City of San José | 200 East Santa Clara Street

Shannon.Hill@sanjoseca.gov | (408) 535 - 7872

From: Sanderfer, Larissa

Sent: Thursday, October 8, 2020 11:16 AM

To: Hill, Shannon <Shannon.Hill@sanjoseca.gov>

Subject: Re: DTW: Draft PRC Memo CEQA Question

Hi Shannon,

I hope you're doing well!

DTW's PRC meeting has been reschedule and I'm finalizing the memo.

Can you provide clarification on the CEQA language in the memo.

The memo provides an update on the overall open space plan of the DTW. DTW has overall CEQA implications, but our memo is just update and doesn't. We assumed the memo wouldn't need CEQA memo review and put the following language in the memo:

- Not a Project, File No. PP17-008, General Procedure & Policy Making results in no changes to the physical environment.

Please let me know if this is the correct language and if not, where to find the correct language.

The memo is attached on the first email in this thread.

Thanks,

Larissa

Larissa Sanderfer | Parks Planner

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From: Hill, Shannon <Shannon.Hill@sanjoseca.gov>
Sent: Thursday, September 10, 2020 2:22 PM
To: Sanderfer, Larissa <Larissa.Sanderfer@sanjoseca.gov>
Subject: RE: DTW: Draft PRC Memo CEQA Question

Hi Larissa,

Phew! That is a huge relief. I was just about to email you. We had a huge push over the weekend and early this week to expedite the project schedule, so I'm running behind on everything else.

I was going to try and rush to review this for you this afternoon, but I truly don't have time, so thanks for letting me know .

Shannon Hill, Planner
Planning, Building & Code Enforcement | Environmental Review Section
City of San José | 200 East Santa Clara Street
Shannon.Hill@sanjoseca.gov | (408) 535 - 7872

From: Sanderfer, Larissa
Sent: Thursday, September 10, 2020 1:52 PM
To: Hill, Shannon <Shannon.Hill@sanjoseca.gov>
Subject: Re: DTW: Draft PRC Memo CEQA Question

Hey Shannon,

No need to look over the CEQA language. The item got moved to a later PRC date.

Thanks,
Larissa

Larissa Sanderfer | Parks Planner
Parks, Recreation and Neighborhood Services
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From: Sanderfer, Larissa
Sent: Tuesday, September 8, 2020 3:18 PM
To: Hill, Shannon <Shannon.Hill@sanjoseca.gov>

Subject: DTW: Draft PRC Memo CEQA Question

Hi Shannon,

I hope you had a nice weekend!

I have a question about the CEQA section of an informational PRC Memo PRNS is drafting (attached).

The memo provides an update on the overall open space plan of the DTW. DTW has overall CEQA implications, but our memo is just update and doesn't. We assumed the memo wouldn't need CEQA memo review and put the following language in the memo:

- Not a Project, File No. PP17-008, General Procedure & Policy Making results in no changes to the physical environment.

Please let me know if this is the correct language and if not, where to find the correct language. We're on a tight deadline for this, so I would really appreciate it if you could let me know by Thursday afternoon.

Thanks,
Larissa

Larissa Sanderfer | Parks Planner

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