

From: [Sanderfer, Larissa](#)
To: [Burnham, Nicolle](#)
Cc: [Downtown West Project](#)
Subject: Re: Email to PRC
Date: Thursday, November 19, 2020 2:35:01 PM
Attachments: [Outlook-3zazm0ry.png](#)

Hi Nicolle,

Yes, I'll send an email to Melrose with all important dates, links, and steps to send individual comments.

- 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

Building Community Through Fun

[Website](#) | [Twitter](#) | [Facebook](#)



From: Burnham, Nicolle <nicolle.burnham@sanjoseca.gov>
Sent: Thursday, November 19, 2020 2:31 PM
To: Sanderfer, Larissa <Larissa.Sanderfer@sanjoseca.gov>
Cc: Downtown West Project <downtownwest@esassoc.com>
Subject: Email to PRC

Hi Larissa-

As I think you heard at last night's PRC, the Commissioners requested information on how they might write individual comment letters (as residents, not commissioners) on the Downtown West Project. Could you prepare an email for the commissioners that includes the deadline for commenting on the various documents (EIR, Entitlements, etc.) and directions on how to submit comments? Please include the web site address where the application materials are located.

Since we are sending them this information about DTW, let's also include similar instructions on the DSAP. I noted the location of the on-line comment form in the presentation I gave them on 11/4, but they may not have absorbed it all.

You can send this information to Melrose and she can forward to the commission.

Thanks,
Nicolle