

**From:** [Keyon, David](#)  
**To:** [Hill, Shannon](#); [Le, Thai-Chau](#); [Raval, Meenaxi](#)  
**Subject:** RE: AB 900 Notification Procedures - Instructions for City Staff  
**Date:** Thursday, December 19, 2019 5:29:13 PM

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Hi all,

Just to confirm: The newspaper notice MUST be in **12 point font**. This is a specific requirement. When the newspaper publication request goes out, please be sure to specify!

Thank you!

## David Keyon

City of San Jose PBCE  
Principal Planner Environmental Review  
(408) 535-7898

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**From:** Keyon, David  
**Sent:** Thursday, December 19, 2019 5:01 PM  
**To:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>; Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>; Raval, Meenaxi <[meenaxi.raval@sanjoseca.gov](mailto:meenaxi.raval@sanjoseca.gov)>; Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>  
**Subject:** FW: AB 900 Notification Procedures - Instructions for City Staff

Hi Team,

Please do the following depending on the date Governor Newsom signs the AB 900 application:

- A. Certification on 12/20 or 12/23 (before 12:00 noon): Sign and PDF the attached notice, updating the date.
  - a. Send a Word version of the final notice to Legal Publications for publication within 10 days of certification (likely December 30 – Jan 1)
  - b. Mail to everyone who commented on the NOP and people who expressed interest in the project. The contact list can be found at [\\nch-pbce3\Implementation\PLANNING FILES\Zonings\2019\PDC19-039 Google Downtown West Mixed Use\Public Contact List – Planning](#) (Shannon will update list and mailing labels if time).
  - c. Post to the Internet page for the Google Project EIR.
  - d. E-mail links to the notice to everyone who provided e-mails as part of the NOP Comment period or who expressed interest in the project.
- B. Certification on 12/23 (after 12:00 noon) through 12/26: We will have to date and send a Word version of the notice directly to the appropriate contact at the Mercury News (Jennifer Provedor is investigation this with Legal Publications to get us this contact info). Coordinate with the Mercury News and applicant to ensure payment. Notice will have to be posted within 10 days, so notice would have to be sent 12/26 or 12/27 due to 5 day lead time). We will then post to the internet, mail and e-mail notices when we return on January 2<sup>nd</sup>.
- C. Certification 12/27 through 12/31: We will take care of newspaper notices through the usual Legal Publication route and will mail/email notices when we return on January 2<sup>nd</sup>.

Thank you!

## David Keyon

City of San Jose PBCE  
Principal Planner Environmental Review  
(408) 535-7898

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**From:** Keyon, David

**Sent:** Thursday, December 19, 2019 4:42 PM

**To:** Hillary Gitelman <[HGitelman@esassoc.com](mailto:HGitelman@esassoc.com)>; Karl Heisler <[KHeisler@esassoc.com](mailto:KHeisler@esassoc.com)>; Pete Choi <[PChoi@esassoc.com](mailto:PChoi@esassoc.com)>; 'wangan@google.com' <[wangan@google.com](mailto:wangan@google.com)>; Bhavesh Parikh <[bhaveshp@google.com](mailto:bhaveshp@google.com)>

**Cc:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>; Le, Thai-Chau <[Thai-Chau.Le@sanjoseca.gov](mailto:Thai-Chau.Le@sanjoseca.gov)>; Raval, Meenaxi <[meenaxi.raval@sanjoseca.gov](mailto:meenaxi.raval@sanjoseca.gov)>; Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>

**Subject:** AB 900 Notification Procedures

Hi Team,

Below are procedures depending on when Governor Newsom certifies the AB 900 application:

- A. Certification on 12/20 or 12/23 (before 12:00 noon): Please send confirmation the project is certified to everyone who is copied on this e-mail. We will then prepare mailings and send the newspaper notice through the usual channels, as City Hall and our Legal Publications Department will be open.
- B. Certification on 12/23 (after 12:00 noon) through 12/26: Please send confirmation the project is certified to everyone copied on this e-mail. We will prepare the notices and send directly to the Mercury News for publication within 10 days of certification (Mercury News needs at least a 5 working day lead time). As Legal Publications will be closed, the applicant will have to pay the Mercury News directly. The mailings will go out when we return on January 2<sup>nd</sup>.
- C. Certification 12/27 through 12/31: Please send confirmation the project is certified to everyone on this e-mail. We will be able to prepare and mail the notices and send the publication notice to the Mercury News via our usual channels once we return on January 2<sup>nd</sup>.

I am also attaching the AB 900 Notice revised to fit on the City's letterhead.

Thank you!

## David Keyon

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