

**From:** [Legal Publications](#)  
**To:** [Hill, Shannon](#)  
**Subject:** Re: Downtown West Mixed Use Plan: Public Notice of Environmental Leadership Project to Post in Mercury News on Wednesday, January 8  
**Date:** Thursday, January 2, 2020 4:21:56 PM

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Hi Shannon,

The publisher has the following question:

What date do I enter on the bottom of the notice near Rosalynn Hughey's name? Or do I remove it? I can't proceed with publication until you answer my question please!!

Please let me know and I will relay the message.

Thank you!

Sarina

### Legal Publications

City of San José | Office of the City Clerk  
200 East Santa Clara St. – Tower 14th Fl.  
San José, CA 95113-1905  
Phone 408.535.1275 | Fax 408.292.6207  
[legal.publications@sanjoseca.gov](mailto:legal.publications@sanjoseca.gov)

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**From:** Hill, Shannon <Shannon.Hill@sanjoseca.gov>  
**Sent:** Thursday, January 2, 2020 3:46 PM  
**To:** Legal Publications <legal.publications@sanjoseca.gov>  
**Subject:** RE: Downtown West Mixed Use Plan: Public Notice of Environmental Leadership Project to Post in Mercury News on Wednesday, January 8

Great, thanks for confirming Sarina. I received last minute input from the higher-ups.

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**From:** Legal Publications  
**Sent:** Thursday, January 2, 2020 3:46 PM  
**To:** Hill, Shannon <Shannon.Hill@sanjoseca.gov>  
**Cc:** Keyon, David <david.keyon@sanjoseca.gov>; Do, Kayla <Kayla.Do@sanjoseca.gov>  
**Subject:** Re: Downtown West Mixed Use Plan: Public Notice of Environmental Leadership Project to Post in Mercury News on Wednesday, January 8

Thanks, Shannon. I have forwarded this to the publisher.

-Sarina

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**From:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>

**Sent:** Thursday, January 2, 2020 3:33 PM

**To:** Legal Publications <[legal.publications@sanjoseca.gov](mailto:legal.publications@sanjoseca.gov)>

**Cc:** Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>; Do, Kayla <[Kayla.Do@sanjoseca.gov](mailto:Kayla.Do@sanjoseca.gov)>

**Subject:** RE: Downtown West Mixed Use Plan: Public Notice of Environmental Leadership Project to Post in Mercury News on Wednesday, January 8

Hi Sarina,

I made a change to APN/Location line to provide additional information about the project's location (see attached). Sorry for the last minute change! Hopefully it's not too late to update the public notice.

Thanks!

Shannon Hill, Planner

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

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**From:** Legal Publications

**Sent:** Thursday, January 2, 2020 2:54 PM

**To:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>

**Cc:** Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>; Do, Kayla <[Kayla.Do@sanjoseca.gov](mailto:Kayla.Do@sanjoseca.gov)>

**Subject:** Re: Downtown West Mixed Use Plan: Public Notice of Environmental Leadership Project to Post in Mercury News on Wednesday, January 8

Hello,

We have sent this notice to the publishers with the request for a 12 point font. I will send the Copy of Notice to all once it is received.

Thank you!

Sarina

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**From:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Sent:** Thursday, January 2, 2020 2:43 PM  
**To:** Legal Publications <[legal.publications@sanjoseca.gov](mailto:legal.publications@sanjoseca.gov)>  
**Cc:** Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>; Do, Kayla <[Kayla.Do@sanjoseca.gov](mailto:Kayla.Do@sanjoseca.gov)>  
**Subject:** RE: Downtown West Mixed Use Plan: Public Notice of Environmental Leadership Project to Post in Mercury News on Wednesday, January 8

Also, I forgot to mention that this Public Notice **must be in 12 point font**, pursuant to statutory requirements.

Thanks!  
Shannon

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**From:** Hill, Shannon  
**Sent:** Thursday, January 2, 2020 2:42 PM  
**To:** Legal Publications <[legal.publications@sanjoseca.gov](mailto:legal.publications@sanjoseca.gov)>  
**Cc:** Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>; Do, Kayla <[Kayla.Do@sanjoseca.gov](mailto:Kayla.Do@sanjoseca.gov)>  
**Subject:** Downtown West Mixed Use Plan: Public Notice of Environmental Leadership Project to Post in Mercury News on Wednesday, January 8

Hello,

Attached please find a Public Notice of Environmental Leadership Project for the Downtown West Mixed-Use Plan (Google) for publication in the Mercury News on next Wednesday, January 8, 2020.

Once an invoice has been issued, please forward it to me and copy David Keyon (cc'd on this e-mail), so we have it for our records.

Kayla Do (also cc'd on this email) provided the following charge code: [REDACTED].

Thank you,

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