From: <u>Dave Javid</u>
To: <u>Severino, Lori</u>

Cc: Matthew Raimi; dianab; Suhaila Sikand; Rivas, Vanessa; Ruano, Jose; Han, James; Tu, John; Clements, Kristen;

Mendez, Zacharias; Sanderfer, Larissa; Eidlin, Eric; Heyne, Colin; Wessling, Cheryl; Handler, Elisabeth; Scott, Jeff; Tam, Wilson; VanderVeen, Rachel; Breslin, Emily; Benabente, Julie; Rood, Timothy; Burnham, Nicolle; Zenk, Jessica; Groen, Mary Anne; Ramos, Christina M; Moua, Louansee; Lapustea, Florin; Banwait, Manjit; Do, Ryan;

Hughey, Rosalynn; Manford, Robert; Walesh, Kim; Klein, Nanci; Downtown West Project;

sami@raimiassociates.com; ron@raimiassociates.com; melissa@raimiassociates.com; Troy Reinhalter; Tom, Vivian; O"Connor, Kevin; kelsey@raimiassociates.com; Jessica Zenk; Khattab, Zahi; Provedor, Jennifer

Subject: Re: Downtown West Community Meeting - Annotated Agenda + Facilitation Guide

Date: Monday, October 19, 2020 3:19:32 PM

Attachments: SJ-DTW Workshop 10.19 Draft Annotated-Agenda v2.docx SJ-DTW Workshop 10.19 SMALL-GROUP-Template.docx

SJC 2020 City Community Mtg Visual Aid 10192020 FINAL DRAFT.pdf

[External Email]

Sorry for the multiple emails but I just realized I forgot to include Google's Visual Aid (attached) for the Small Group discussion.

For all who plan to attend tonight please plan to **log on by 6:15pm** at the latest so we can set you up as a Co-Host to present, facilitate, or give you the ability to move between small groups. We will open the Zoom Meeting at 6:00, and allow the public to enter at 6:30.

Please let me know if you have any questions.

DAVE JAVID, AICP, LEED AP Founder + Principal

We moved to a new office, please note the updated address below.



On Mon, Oct 19, 2020 at 2:56 PM Dave Javid < dave@plantoplace.com > wrote: Hi all.

Attached is the latest Annotated Agenda + Facilitation Guide, as well as the Word template for note takers to use during the small group discussion. Please review the documents and let us know if you have any questions. We will update you with any changes before the meeting.

Thanks, see you all tonight.

DAVE JAVID, AICP, LEED AP

Founder + Principal

We moved to a new office, please note the updated address below.



On Mon, Oct 19, 2020 at 9:28 AM Severino, Lori < Lori. Severino @sanjoseca.gov > wrote:

Join Zoom Meeting

https://sanjoseca.zoom.us/j/92905636356

Meeting ID: 929 0563 6356

One tap mobile

+12133388477,,92905636356# US (Los Angeles) 14086380968,,92905636356# US

+(San Jose)

Dial by your location

+1 213 338 8477 US (Los Angeles)

+1 408 638 0968 US (San Jose)

877 853 5257 US Toll-free

888 475 4499 US Toll-free

Meeting ID: 929 0563 6356

Find your local number: https://sanjoseca.zoom.us/u/aCAKRpJsf

Join by Skype for Business

https://sanjoseca.zoom.us/skype/92905636356

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Downtown West Community Meeting #2

Monday, October 19, 6:30-8:30 pm 6:00 (6:15 at the latest) for all staff in attendance!

Meeting Purpose:

- o Gather feedback on updated submittal documents available for public review
 - Focusing on the DWDSG
 - Also covers updated plans for open space, infrastructure, and transportation and applications for regulatory changes
 - Not intended to collect comments on the DEIR
- Provide background information to convey key messages, respond to frequently asked questions received in advance, and prime participants for discussion

Format:

- Zoom meeting facilitated by Dave Javid (Plan to Place consultant), with a presentation and breakout rooms for hearing questions/comments in small groups
- Presentation will be recorded and posted online after the meeting
 - We will not record the breakout rooms
- o Participants will be randomly distributed across breakout rooms
 - Interpreters to clarify that people need to raise hand if they want to be in the Spanish or Vietnamese room so Jennifer can move them before random distribution
- o Participants will not be able to unmute themselves
- All members of the project team (City staff, Google team/reps, consultant team) will be made Co-Hosts to be able to unmute themselves and move around the small group break out rooms.

0

Agenda:

- 6:00 (6:15 at latest) all project team members (City staff, Google team/reps, consultant team) to log on Jennifer to give all Co-Host access to all
- o 6:30 let people in from waiting room and START RECORDING
- 6:34-7:10 Welcome, City staff and application presentation (see details below)
- 7:15-8:30 Small group discussions in breakout rooms
- No report back or wrap up groups can end early and people can drop off when they want

Presentation flow and timing WELCOME/LOGISTICS Interpreters – ask interpreters to introduce themselves and read slide – Jennifer to open Spanish (Francisco Garcia) and Vietnamese (Loan Phuong) rooms Time 6:34 (6 min)

Meeting purpose (focus on DSG; including how we will collect feedback and what we'll do with input) Agenda review

City Departments Represented

Live poll (Jennifer to set up in advance):

- Demographics
- Have you attended a community meeting on this project before?

OVERVIEW (context/process)	Rosalynn and Shannon?	6:40 (5 min)
GOOGLE PRESENTATION	Bhavesh and Laura	6:45 (20 min)
STAFF PRESENTAION (TO BE UPDATED)	John	7:05 <i>(5 min)</i>

Address FAQs

Clarify when and how we will talk to public about housing/jobs (Nov 9 SAAG, online survey)

Jennifer to start to set up Small Groups in advance

UPCOMING ENGAGEMENT OPPORTUNITIES	Dave	7:10 (4 min)
OF COMMING ENGAGEMENT OF FOR TOMITIES	Dave	7.10 (4 111111)

BREAKOUT ROOM INSTRUCTIONS

- 1. Set expectations with full group in breakout rooms
- 2. Ask Spanish and Vietnamese speakers to use raise hand feature if they want to be placed in rooms facilitated in Spanish or Vietnamese

Dave

7:15 (1 min)

Live poll (Jennifer to set up in advance):

- Project Understanding
- Topics of interest

Interpreter Resources:

- Live interpretation of presentation using one ULG interpreter per language, in Spanish (*Francisco Garcia*) and Vietnamese (*Loan Phuong*). Resources for interpreters:
 - Watch recorded videos online in advance to prepare
 - James and Google team will send final PPTs by 4pm Monday 10/19

Internal Team Resources:

- Background presentations posted on Oct 7, along with project documents and feedback forms to gather questions/comments
 - o www.sanjoseca.gov/GoogleProject
 - o <u>www.diridonsj.org/fall2020</u>

BREAKOUT ROOM ASSIGMNENTS

Role	Breakout Room 1	Breakout Room 2	Breakout Room 3	Breakout Room 4	Breakout Room 5 Spanish	Breakout Room 6 <i>Vietname</i> se
Facilitators	Matt Raimi	Dave Javid	Tim Rood	Ron Whitemore	Jose Ruano	Kieulan Pham
Notetakers	Troy Reinhalter	Kelsey Hubbard	Sami Taylor	Suhaila Sikand	Diana Benitez	Thai Le
City Generalists	James, Eric Eidlin	John Tu, Manjit Banwait	Larissa Sanderfer, Florin Lapustea	Robert Manford, Vivian Tom		
City Support	Jessica Zenk, Zak Mendez	Rosalynn Hughey, Zahi Khattab	Julie Benabente	Ryan Do, Lori Severino		
Google Generalists	Bhavesh Parikh	Sheela Jivan	Bethany Windle	Marla Weinstein	Ricardo Benavidez	Jessica Graham
Lendlease Generalists	Alex Frankl	Amanda Wolf	Andy Wang	Tiffany Bohee	Anton Walker	Ava Bromberg
Sitelab Generalists	Eri Suzuki	Alyssa Garcia	Woody Hanson	Nicole Wagy	Ashutosh Singhal	Sarah Estephan
Standby Support	Cindy Muller Laura Crescimano Alexa Arena	Anthony Fioravanti Michael Flynn John Lewallen	Tyson Tano Sandro Tubertini Tania Shamoun	Chris Garvin Paul Dunne	Hideko Anderson Ann Wharton	Tyler Hanson

Coordination

- All will be Co-hosts and can unmute themselves and move between rooms
- **Communication** Consultant team on text chain, Google team on g-chat, and City staff on Teams to let each other know who we need and where to help answer questions
- **Technical Difficulties / Questions:** Email Jennifer Provedor (meeting host) if needed jennifer.provedor@sanjoseca.gov

For Spanish/Vietnamese rooms:

- Can use interpreter for subsequent interpretation if needed
- Floaters jump in to answer questions using subsequent interpretation
- If no one in interpretation rooms, can be used as a lobby

Other staff to be added as co-hosts to float?

FACILATATION GUIDE

FACILATATOR INSTRUCTIONS:

- 1. Mute all mics when you first enter the room
- **2. Reiterate expectations** for small group exercise
 - Primary goal to hear from public most of the air time should be from participants
 - We will take down all comments and questions on our virtual white board and answer what we can tonight. Questions not answered tonight will be answered as part of the summary or report out of this meeting that we will post online.
 - Basic ground rules:
 - Use the RAISE HAND feature if you want to speak and facilitator will unmute/lower their hand when its your turn
 - Be respectful personal attacks will not be permitted
 - Share the floor keep questions and comments concise to allow everyone opportunities to share
 - For your questions:
 - Staff in the room may jump in to answer if they can, other staff (floaters) may be pulled in if needed
 - We will also provide answers to questions we receive tonight in the meeting summary we will post online
 - Answers will be brief to allow people plenty of time for participants to contribute
 - Remind people that the conversation can continue after the meeting especially if room sizes are big (>20)
- **3.** Facilitation be mindful to allow space for everyone to contribute. Allow participants to share their views but not dominate the conversation. If needed use a timer to restrict comments to 2-3 minutes if time becomes an issue.
- **4. Use Word template as a resource to ask the following questions.** Add your group number to the template and use questions to guide the discussion, recognizing that the conversation and direction will evolve depending on the interest of the group.
 - **A.** What questions do you have? Ask everyone to pose their initial questions to collect input and note that will attempt to answer unanswered questions throughout the discussion. Simple questions can be answered by resources in the room if available, others can be noted and answered after the meeting.
 - **B.** What is resonating most with you? What still needs improvement? go through each of the topics below (organized on the Word Doc). Can pause to answer related questions from the previous section if related to topics below. If participants go off topic note takers can take notes on the additional comments sheet.
 - Building design, land use
 - Transportation (streets, bike paths, traffic, parking)
 - Public Space (parks, green space, plazas)
 - Infrastructure, district utilities, green design
 - Historic context
 - Planning process
 - (For all other topics such as Affordable Housing, Anti-Displacement, and Jobs/Education, please submit comments/questions using the online feedback form or email staff)
 - **C. Next Steps** pull up Next Steps / Resources page at the end of the small group discussion to remind participants where they can to send additional questions.

NOTETAKERS INSTRUCTIONS:

- 1. Screen share the Word Doc for live note taking all questions and comments will be recoded on the Word doc which is organized by topics below.
- 2. Have the Google Visual Aid slides PDF loaded and ready to share if needed as a resource Google staff/reps to identify which slide to access as needed. Google staff/reps will also be able to share screen to share the visual aid as well, that is organized by the following:
 - o Framework Plan
 - Example from DSG showing building design
 - Transportation network
 - o Open space plan
 - District utility plan
 - List of allowable uses
- 3. Follow along and take notes following the facilitated prompts

Additional prompts in back pocket if needed to spur conversation (Diridon team to provide specific questions by topic to Lori by Monday morning)

John Tu -

- What places in San Jose or in bay area do enjoy most and what about those places would like to see considered or incorporated into the project?
- Is there something in this application that you are unclear about?

Group #XX: Downtown West Community Meeting

Group Discussion Instructions

Basic ground rules:

- Use the RAISE HAND feature if you want to contribute and the facilitator will unmute/lower their hand when its your turn
- Be respectful personal attacks will not be permitted
- Share the floor keep questions and comments concise to allow everyone opportunities to share

For your questions:

- Staff and resources in the room may jump in to help answer if they can
- We will also provide answers to questions we receive tonight in the meeting summary we will post online after the meeting
- Answers will be brief to make room for community participation

Next Steps:

- Visit https://www.diridonsj.org/fall2020-google/#Share-Voice to submit questions and comments
- See www.diridonsj.org/fall2020 for additional community engagement events and public meetings occurring this fall

Group #XX: Downtown West Community Meeting

What Questions do you have about the Downtown West plan?

- Type the notes here.
 - o Can type in answers to questions in italics

Group #XX: Downtown West Community Meeting

Building and Land Use

What resonates most with you?	What needs improvement?
Type the notes here. To add more cells, right click and select "Insert Row Below"	

Group #XX: Downtown West Community Meeting

Transportation (streets, bike paths, traffic, parking)

What resonates most with you?	What needs improvement?
Type the notes here. To add more cells, right click and select "Insert Row Below"	

Group #XX: Downtown West Community Meeting

Public Space (parks, green space, plazas)

What resonates most with you?	What needs improvement?
Type the notes here. To add more cells, right click and select "Insert Row Below"	

Group #XX: Downtown West Community Meeting

Infrastructure, District Utilities, Green Design

What resonates most with you?	What needs improvement?
Type the notes here. To add more cells, right click and select "Insert Row Below"	

Group #XX: Downtown West Community Meeting

Historic Context

What resonates most with you?	What needs improvement?
Type the notes here. To add more cells, right click and select "Insert Row Below"	
· ·	

Group #XX: Downtown West Community Meeting

Planning Process

What resonates most with you?	What needs improvement?
Type the notes here. To add more cells, right click and select "Insert Row Below"	

Group #XX: Downtown West Community Meeting

Additional Comments

• Type the notes here. Each question will populate in 3 columns.

Group #XX: Downtown West Community Meeting

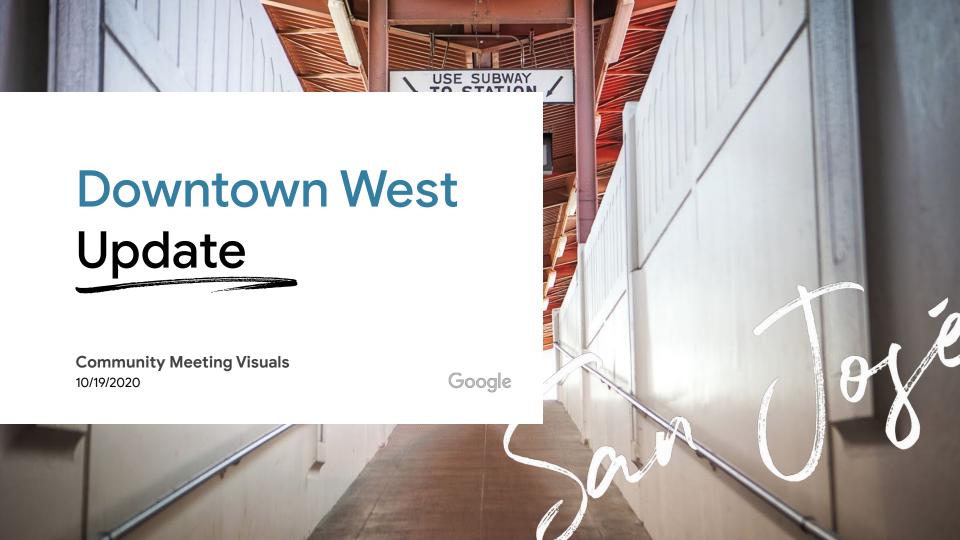
Next Steps and Resources:

- Visit https://www.diridonsj.org/fall2020-google/#Share-Voice to submit questions and comments
- See www.diridonsj.org/fall2020 for additional community engagement events and public meetings occurring this fall
- Email shannon.hill@sanjoseca.gov for Draft Environmental Impact Report comments

Project information: www.sanjoseca.gov/googleproject

For your convenience, the project team has listed key City Staff contacts for the project sorted by specialty.

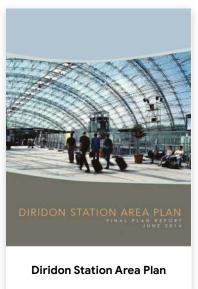
Specialty	Name	Email
General Project	James Han	james.han@sanjoseca.gov
Environmental Review	Shannon Hill	shannon.hill@sanjoseca.gov
Utilities/Infrastructure	Vivian Tom	vivian.tom@sanjoseca.gov
Transportation Analysis	Manjit Banwait	manjit.banwait@sanjoseca.gov
Open Space/Parks	Larissa Sanderfer	larissa.sanderfer@sanjoseca.gov
DOT Roadway Analysis	Florin Lapustea	florin.lapustea@sanjoseca.gov
Transportation Planning	Eric Eidlin	eric.eidlin@sanjoseca.gov
Community Engagement	Lori Severino	lori.severino@sanjoseca.gov
Media inquiries	Cheryl Wessling	cheryl.wessling@sanjoseca.gov

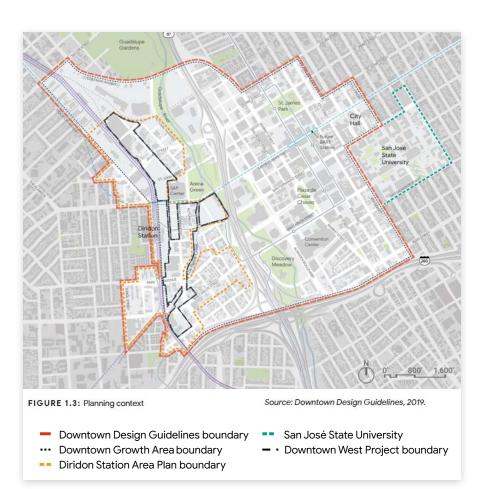


DOWNTOWN WEST

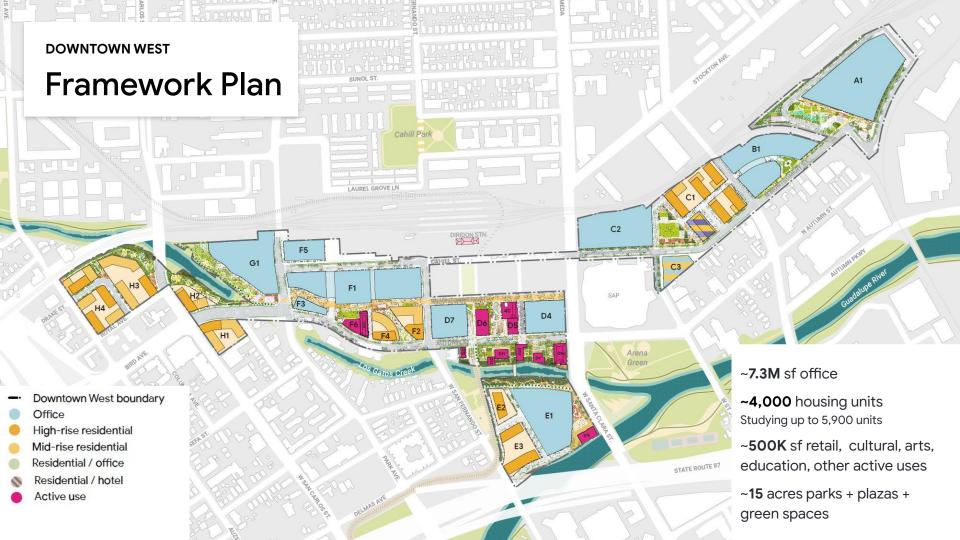
Building on City's Plans

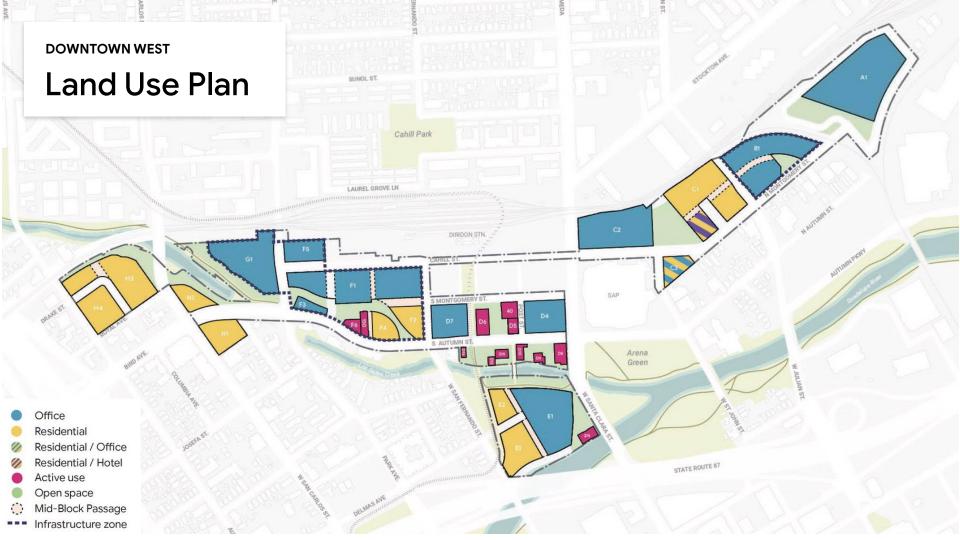












DOWNTOWN WEST

Land Use Table

Downtown West Planned Development Zoning District Use Regulations

Table 4.01.1 Downtown West Planned Development Zoning District Use Regulations

RESIDENTIAL	
Residential GP	
Residential shelter	Coe
Live/work uses	por
Residential, multiple dwelling	p.or
Co-living community	b on
Residential care facility for seven or more persons	Cox
Residential services facility, for seven or more persons	C∞
Hotel supportive housing	Con
Single room occupancy (SRO) living unit facility	Son
Single room occupancy (SRO) residential hotel	S
Residential Accessory Uses GP	
Accessory buildings and accessory structures	por
OFFICE	
Offices and Financial Services	
Offices, business and administrative (large format) +	P
Research and development	р
ACTIVE USES+	
Offices and Financial Services	
Offices, business and administrative (small format) +	p
Automatic teller machine	P
Business support use	р
Financial services	р
Retail bank	P
General Retail	
Alcohol, off-sales - beer and/or wine only	A*/C
Alcohol, off-sales - full range of alcoholic beverages	A*/C
Alcohol, off-sales - as incidental to a winery, brewery, or distillery	A*
Food, beverages, and groceries	P
Outdoor vending	P*/A*
Outdoor vending - fresh fruits and vegetables	р
Retail bakery	P
Retail art studio	P

General Retail (Continued)	
Retail sales, goods, and merchandise	p.
Seasonal sales	p.
Taproom or tasting room in conjunction with a winery, brewery, or distillery	A*
Taproom or tasting room with off-sale of alcohol	A*
Winery, Brewery, Distillery	P
Innovation space and Maker Space+	P
Agriculture	
Certified farmers' market	A*/S
Certified farmers' market, small	P
Education and Training	20
Day care center	P
Instructional art studios	P
Private instruction, personal errichment	P
School, elementary - grades K - 8 (public or private)	С
School, secondary - grades 9 - 12 (public or private)	С
School, post-secondary	P
School, trade and vocational	P
Entertainment and Recreation Related	
Arcade, amusement game	P
Health club, gymnasium	P
Lighting display	Α*
Movie theater	P
Live Entertainment+	P*/S
Poolroom/billiards establishment	Р
Private club or lodge	P
Recreation commercial/indoor	P
Food Services	
Banquet - facility	Р
Caterer	P
Commercial Kitchen	P
Drinking establishments	A*/S
Drinking establishment in conjunction with a winery, brewery, or	A*
distillery	
Drinking establishments with an approved maximum occupancy load of over 250 persons and that operate between 12:00 midnight and 6:00 a.m.	С
Drinking establishments interior to a full-service hotel or motel with 75 or more guest rooms	P
Public eating establishments	P
Public eating establishment in conjunction with a winery, brewery, or distillery	Р
General Services	
Laundromat	P
Maintenance and repair of small household appliances	Р
Dry Cleaner	P
Nursery, Plant	P
Personal services	P
Printing and publishing	P
Health and Veterinary Services	
Animal grooming	P
Animal boarding, indoor	P
Emergency ambulance service	c
Hospital/in-patient medical facility	C
Medical or dental clinic/out-patient facility	P
	P
Office, Medical	P
Veterinarian	P
Historic Reuse	s
Historic landmark structure reuse	
Public, Quasi-Public and Assembly Uses	P
Church/religious assembly	P
Information center	
Museums and libraries	P
Short term parking lot for uses or events other than on-site	Р.
Radio and television studios	P
HOTEL	
General Services	
Bed and breakfast inn	P
Hotel or motel	P
LIMITED-TERM CORPORATE ACCOMMODATIONS	
Limited-term corporate accommodations+	P
EVENT/CONFERENCE CENTER	
Event/conference center+	P
Auditorium+	P*/A*

INFRASTRUCTURE	
District Systems+	Р
Recycling Uses	
Reverse vending machine	S
Small collection facility	S
Transportation and Communication	
Community television antenna systems	P
Wireless communications antenna	P
Wireless communications antenna, building mounted	P
Private electrical power generation facility	P
Solar photovolitaic power system	P
Stand-by/backup facilities that do not exceed noise or air standards	P
Temporary stand-by/backup generators	P
Vehicle Related Uses	
Fuel service station or charge station, no incidental service or repair	P
LOGISTICS/WAREHOUSE	
Logistics hub+	р
OPEN SPACE	
Public, Quasi-Public and Assembly Uses	
Parks, playgrounds, or community centers	P
Open space+	P
Open space accessory buildings+	P
Accessory structures	P
Outdoor art	P

Legend

- P. Permitted use
- C Conditional use; the shall require approval of a planned development permit.
- Special use: they shall require approval of a planned development permit.
- or Conformance with General Plan land use restrictions for residential
- A Administrative Permit
- A*/ Uses authorized upon issuance of an Administrative Permit that incorporates the applicable conditions of approval identified on Sheet 4.02. If an Administrative Permit is not issued, a Conditional Use Permit or Special Use Permit shall be required as identified in Tanks 20-140.
- P"/ Uses that are Permitted if the applicable criteria identified on Sheet 4.02 are met. If the applicable criteria on Sheet 4.02 is not met, an Administrative Permit or Special Use Permit shall be required as indicated in the table.
- + New use as defined in permitted uses text on this sheet

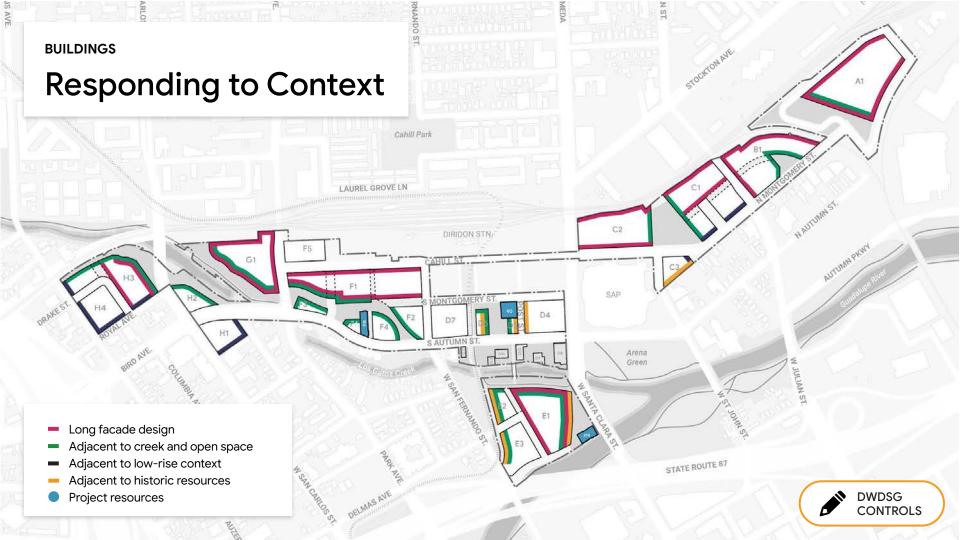
Note: In instances when two designations are stated, the asterick shall apply if conditions on Sheet 4.02 are met.









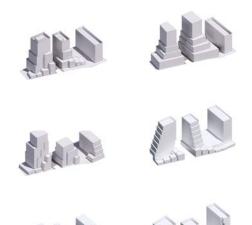


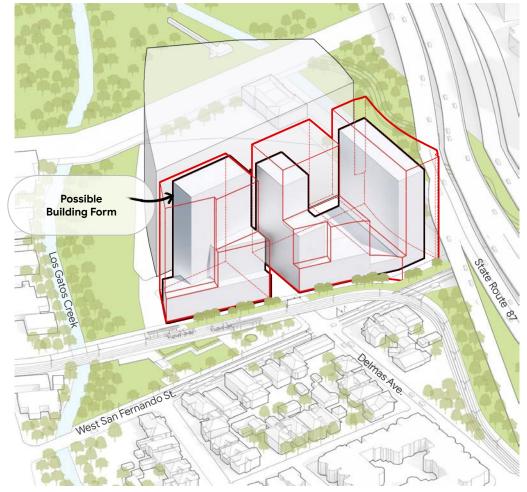
BUILDINGS EXAMPLE 60' Tower Separation Buildable Envelope (DDG) 30' Riparian Setback from Guadalupe River Lower than 150' in Height within 200' from the Lakehouse District edge Average of 20' Setback for 50% of linear frontage along the Lakehouse District Average 100' Los Gatos Creek Setback West San Fernando St.

*Illustrative massing

BUILDINGS EXAMPLE

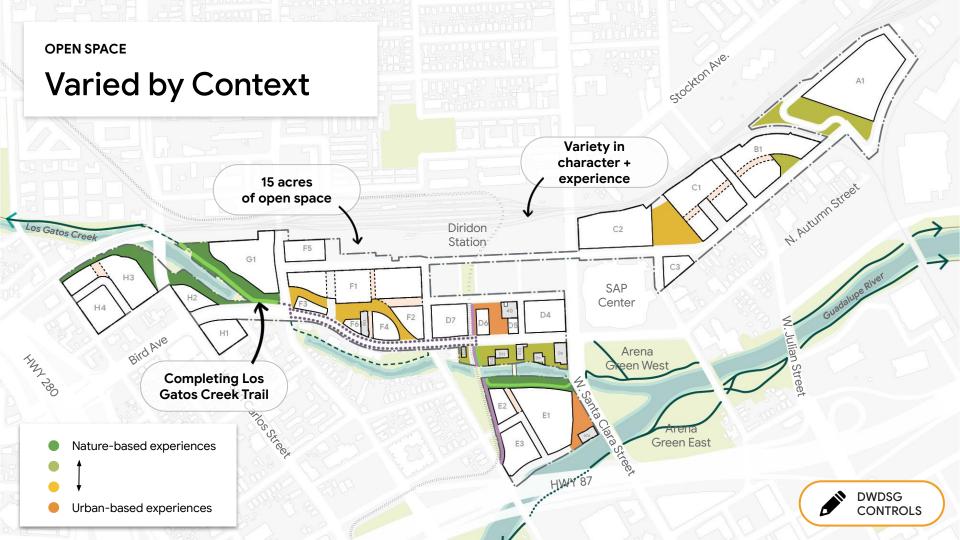
Possible Form





*Illustrative massing





OPEN SPACE

Programs + Elements



RIPARIAN PLANTING



ECOLOGICAL DEMONSTRATION



LOS GATOS CREEK MULTI-USE TRAIL



COMMUNITY GARDEN



PAVILION STRUCTURE



OUTDOOR PERFORMANCE SPACE



FLEXIBLE LAWN



Range across all open spaces

PROMENADE



UNDERSTORY PLANTING



CREEK OVERLOOK /
VIEWING PLATFORM



DOWNTOWN TO DIRIDON STATION SHARED-USE PATH



ART



DOG RUN OR DOG PARK



EVENT, ROTATING VENDOR, OR FOOD TRUCK ACCESS



INFORMAL RECREATION



PLAZA



RE-OAKING



CREEK FOOTBRIDGE



WALKING PATH



CANOPY STRUCTURE



PICNIC OR BARBEQUE



WATER FEATURE



OUTDOOR PROGRAM AREA



PROGRAM DECK



TREE GROVE



BOARDWALK



NATURE PLAY



KIOSK



PLAYGROUND



OPEN SPACE

Programs + Elements

PROGRAMMATIC ELEMENTS	LOS GATOS CREEK CONNECTOR	LOS GATOS CREEK PARK	THE MEANDER	SOCIAL HEART	CREEKSIDE WALK AT S. AUTUMN STREET	LOS GATOS CREEK EAST	GATEWAY TO SAN JOSÉ	ST. JOHN TRIANGLE	NORTH MONTGOMERY POCKET PARK	NORTHEND PARK
Promenade			•							•
Plaza	0	•	•	0			•	•		•
Flexible Lawn			•	0				•		•
Program Deck		•	•	•	0			•		0
Outdoor Program Area		0	0	•	0	0	0		•	•
Informal Recreation		0						0		•
Event, Rotating Vendor, and Food Truck Access			•	0			•	•		•
Water Feature			•	0					0	
Neighborhood Amenities	0	0	0	10.00				0		
Makerspace										0
Nature Play	•	0								
Art		0	•	0		0		0	0	0
Pavilion Structure		0			0		0	0		0
Canopy Structure			0	21.046		0		•	0	
Kiosk		0	0	0		0	0	0		0
Outdoor Performance Area							0	•		
Los Gatos Creek Multi-Use Trail		•			•	•				
Downtown to Diridon Station Shared-Use Path				•	•	•				
Walking Path	•	•								
Boardwalk					•	•				
Creek Footbridge					•	•				
Creek Overlook / Viewing Platform		•				•				
Tree Grove			0					0	•	•
Ecological Demonstration		•								0
Planting Strategy	•	•	•	•	•	•	•	•	•	•
NUMBER OF COMPLEMENTARY PROGRAMMATIC ELEMENTS REQUIRED	1 OF 2	4 OF 7	3 OF 5	4 OF 6	2 OF 3	2 OF 4	2 OF 4	3 OF 6	1OF 3	4 OF 6



