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To: [Manford, Robert](#); [Hughey, Rosalynn](#); [Rood, Timothy](#); [Ruano, Jose](#); [Tu, John](#); [Han, James](#); [Hill, Shannon](#)
Cc: [Downtown West Project](#)
Subject: DSAP and Downtown West Project Schedule - Help needed with coordination with other Departments
Date: Friday, January 29, 2021 10:28:23 AM

Hi Rosalynn and Robert,

Here is the draft tentative timeline of the actions needed in the next few weeks to get to the target April/May hearing dates for Downtown West and DSAP. This timeline is focused on the CEQA deliverables, but Tim, John, Jose, and James can fill in about the other project components. My main focus was to identify crunch times where we will need assistance from all reviewing Departments to maintain the schedule.

Note I also included a tentative timeline for the Berryessa Flea Market project and EIR as that will also require interdepartmental coordination in the lead up to publishing the First Amendment and preparing for the target PC and CC hearings.

 [DSAP Project Schedule - 012721 - Copy.xlsx](#)

The key times when we will need all hands on deck are as follows:

February 1 - 12

The next two weeks will be critical for all projects.

- Downtown West EIR First Amendment (Response to comments and text edits): All Departments need to review and provide comments on responses related to their topic areas. Outside of Planning, DOT, PRNS, and DPW will have most. **We only have 2 weeks based on current schedule.**
- DSAP Amendment Initial Study/Addendum: The Screencheck Draft IS/Addendum is coming in next week and will require input from DOT and DPW to finalize and post by February 12 (target is earlier). **This review will occur at the same time as the City's Downtown West First Amendment Review.**
- DSAP Amendment Revised Plan: Ongoing review of the administrative draft DSAP Amendment Plan is ongoing until February 19th.

March 1 - 26

March will be crunch time as we finalize the DTW First Amendment, start our responses to the DSAP Amendment Initial Study, and write staff reports, resolutions, and other documents for DSAP and Downtown West. The 2 weeks of **3/8 - 3/19** will require significant coordination to finalize staff reports and finalize the DTW First Amendment.

April 12 - 23

Assuming an April 14 PC hearing and assuming the hearing is not continued, we will need all hands on deck to prepare the PC to CC memos from April 13 - 23. This will likely require significant interdepartmental coordination, especially from DPW, DOT, and PRNS.

Thank you,

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