

**From:** [Peak, Dana](#)  
**To:** [Downtown West Project](#)  
**Subject:** Fw: When are HLC agendas posted?  
**Date:** Tuesday, May 25, 2021 2:56:36 PM

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**Dana Peak Edwards**

Acting Historic Preservation Officer | Planning Division | City of San Jose  
200 E. Santa Clara Street, 3<sup>rd</sup> floor  
(408) 896-7943 Mobile  
<http://www.sanjoseca.gov/planning>

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**From:** Keyon, David <david.keyon@sanjoseca.gov>  
**Sent:** Tuesday, October 6, 2020 12:02 PM  
**To:** Provedor, Jennifer <jennifer.provedor@sanjoseca.gov>; Peak, Dana <Dana.Peak@sanjoseca.gov>  
**Subject:** Re: When are HLC agendas posted?

Thanks!

**David Keyon**

Principal Planner, Environmental Review  
City of San Jose  
(408) 535-7898 david.keyon@sanjoseca.gov

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**From:** Provedor, Jennifer <jennifer.provedor@sanjoseca.gov>  
**Sent:** Tuesday, October 6, 2020 12:00 PM  
**To:** Keyon, David <david.keyon@sanjoseca.gov>; Peak, Dana <Dana.Peak@sanjoseca.gov>  
**Subject:** RE: When are HLC agendas posted?

Hi David,

The agendas are posted 7 days prior for PC/HLC/DH and 10 days prior for CC. Also, all of our hearing notices include this information. See image below:



Planning Division  
HEARING NOTICE

200 E. Santa Clara St.,  
3<sup>rd</sup> Floor, San Jose, CA 95113

This notice provides you with information regarding nearby development File Nos. PDC18-016 & PD19-011 hearing details:

Planning Commission: May 27, 2020 – 6:30 PM

City Council: June 23, 2020 – 1:30 PM

TO:

In response to the COVID-19 outbreak, this meeting will be held by teleconference using Zoom conference call that is open to the public and enables public comment. Members of the public may telephone in, view, listen, and participate by following the instructions listed on the Agenda.

City Council agendas and instructions for this meeting are posted 10 days prior and Planning Commission agendas and instructions are posted 7 days prior at:

<https://www.sanjoseca.gov/planningmeetings>

If the COVID-19 order is lifted, then we may meet in the Council Chambers at 200 East Santa Clara Street in San Jose. Please call Support Staff at 408-535-3505 or [planningsupportstaff@sanjoseca.gov](mailto:planningsupportstaff@sanjoseca.gov) for the latest information on meeting location.

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accommodat  
(Voice) or 1-  
before the h

Please let me know if you have any questions.

Thank you.

Kind Regards,

**Jennifer Provedor**

Senior Supervisor, Administration | 408.535.3505

City of San Jose | Planning, Building, and Code Enforcement

200 E Santa Clara Street, 3<sup>rd</sup> Floor Tower | San Jose, CA 95113

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**From:** Keyon, David

**Sent:** Tuesday, October 6, 2020 11:55 AM

**To:** Provedor, Jennifer <jennifer.provedor@sanjoseca.gov>; Peak, Dana <Dana.Peak@sanjoseca.gov>

**Subject:** Re: When are HLC agendas posted?

Hi Dana and Jennifer,

This isn't related to tomorrow's HLC hearing. I just wanted to know so that when we send out notices we can tell people when the agendas will be available (and reduce the number of e-mails asking why they can't see the agenda 3 weeks prior to the hearing).

Thanks,

**David Keyon**

Principal Planner, Environmental Review  
City of San Jose  
(408) 535-7898 [david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)

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**From:** Provedor, Jennifer <[jennifer.provedor@sanjoseca.gov](mailto:jennifer.provedor@sanjoseca.gov)>  
**Sent:** Tuesday, October 6, 2020 11:32 AM  
**To:** Peak, Dana <[Dana.Peak@sanjoseca.gov](mailto:Dana.Peak@sanjoseca.gov)>; Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>  
**Subject:** RE: When are HLC agendas posted?

Hi Dana - Correct. We can add under correspondence received.

David- please send me the information when ready.

Thank you.

Kind Regards,

**Jennifer Provedor**

Senior Supervisor, Administration | 408.535.3505  
City of San Jose | Planning, Building, and Code Enforcement  
200 E Santa Clara Street, 3<sup>rd</sup> Floor Tower | San Jose, CA 95113

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**From:** Peak, Dana  
**Sent:** Tuesday, October 6, 2020 11:16 AM  
**To:** Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>  
**Cc:** Provedor, Jennifer <[jennifer.provedor@sanjoseca.gov](mailto:jennifer.provedor@sanjoseca.gov)>  
**Subject:** Re: When are HLC agendas posted?

Hi David,  
The HLC meeting is tomorrow, everything has already been issued.

Perhaps we can add under correspondence received? Jennifer, what do you think?

**Dana Peak Edwards**

Historic Preservation Review Planner | Planning Division | City of San Jose  
200 E. Santa Clara Street, 3<sup>rd</sup> floor  
<http://www.sanjoseca.gov/planning>

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**From:** Keyon, David <[david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)>  
**Sent:** Tuesday, October 6, 2020 11:12 AM  
**To:** Peak, Dana <[Dana.Peak@sanjoseca.gov](mailto:Dana.Peak@sanjoseca.gov)>  
**Subject:** When are HLC agendas posted?

Hi Dana,

I think the HLC agendas are posted 10 days prior to the meeting. Is this still the case?

I want to include this info on a notice we are sending out for Downtown West.

Thanks!

**David Keyon**

Principal Planner, Environmental Review

City of San Jose

(408) 535-7898 [david.keyon@sanjoseca.gov](mailto:david.keyon@sanjoseca.gov)