

# Citizen Participation Plan

## Citizen Participation Plan for an Assisted Living Facility - Mesa

**Date:** July 9, 2018

**Purpose:** The purpose of this Citizen Participation Plan is to inform citizens, property owners, neighbor associations, agencies, schools and businesses in the vicinity of the site of an application for the site plan change for a new 39 unit Assisted Living Center. This site is located at 160 N Power Road, at the northwest corner of Power Road and Albany Street with a northern border of Akron Street. This plan will ensure that those affected by this application will have an adequate opportunity to learn about and comment on the proposal.

**Contact:**

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**Pre-submittal Meeting:** The pre-application meeting with City of Mesa planning staff was held on August 07, 2017. Staff reviewed the application and recommended that adjacent residents, Mesa School District and nearby registered neighborhoods be contacted.

**Action Plan:** In order to provide effective citizen participation in conjunction with their application, the following actions will be taken to provide opportunities to understand and address any real or perceived impacts their development that members of the community may have.

1. A contact list will be develop for citizens and agencies in this area including:
  - All registered neighborhood associations within one mile of the project.
  - Homeowners Associations within one half mile of the project.
  - Interested neighbors – focused on 1,000 feet from site, but may include more
  - Mesa Public School District in writing.
  - The first meeting will be an introduction to the project, and opportunity to ask questions and state concerns. A sign-in list will be used and comment forms provided. Copies of the sign-in list and any comments will be given to the City of Mesa Planner assigned to this project.
  - The second meeting will be held two weeks later and will include responses to questions and concerns of the first meeting. A sign-in list and comment cards will copied to the City of Mesa Planner.
3. Neighborhood Associations, Homeowners Associations and Neighbors within 1,000 feet of the site will be called by telephone to inform them personally of the project and receive comments.
4. Presentations will be made to groups of citizens or neighborhood associations upon request.

(All materials such as sign-in lists, comments, and petitions received are copied to the City of Mesa)

**Schedule:** Pre-submittal meeting – August 07, 2017  
First neighborhood meeting - TBA  
Application Submittal – July 23, 2018  
Second neighborhood meeting – TBA  
Submittal of Citizen Participation Report and Notification materials – TBA  
Planning and Zoning Board Hearing – TBA