

Citizen Participation Plan

Date: Oct. 16, 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 Sabin Acres. This site is located within the 1000 block of East University Drive (north side) lots #2 and #4 West of Stapley Dr. on the North side of University and is an application for the rezoning OC-Office Commercial to a Residential, RM-4 zoning. 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 April 30, 2018. 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 developed 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.
- Property owners within 1,000 feet from site, but may include more
- Mesa Public School District in writing, with copies to the Edison Elementary School, Kino Jr. High School and Westwood High School, who may be affected by this application.

2. All persons listed on the contact list will receive a letter describing the project, project schedule, site plan and invitation to a series of two neighborhood meetings.

- 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 (as needed) 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 be copied to the City of Mesa Planner.

3. Presentations will be made to groups of citizens or neighborhood associations upon request.

4. The First meeting will be held on Oct. 25, 2018 @ 12:30pm it will be held at the Mesa Public Library 2nd floor in the Board Room. Attendees at the first meeting will be contacted with a time and date of the second meeting (if needed).

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

Schedule:

Pre-submittal meeting - April 30, 2018

First neighborhood meeting - Oct. 25, 2018 @ 12:30pm

Initial mailing done for P&Z - Oct. 31, 2018

Application Submittal - TBD

Submittal of Citizen Participation Report and Notification materials - Oct. 31, 2018

Planning and Zoning Board Hearing - Nov. 14, 2018