

PITCHFORK



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Citizen Participation Plan
for
Proposed Development
at
550 W. McKellips Rd.

Proposed Development: Medical Marijuana Dispensary, Cultivation and Infusion Facility
Address: 550 W. McKellips Rd., Mesa, AZ 85201
Parcel Number(s): 13501002J & 13501002K

Date: October 18, 2018

Purpose: The purpose of this Citizen Participation Plan (this “Plan”) is to inform citizens, property owners, registered neighborhood associations, homeowners’ associations, agencies, schools and businesses in the vicinity of 550 W. McKellips Rd., Mesa, AZ 85201 (the “Site”), of the proposed development to be located on this Site by Pitchfork Partners, LLC (the “Applicant”). Applicant’s project proposal includes a development plan for a medical marijuana dispensary, cultivation, and infusion facility, as well as associated Site improvement and parking lot. As part of the development proposal, Site improvements will include a complete overhaul of the project site, landscaping along McKellips Rd., parking, and screening of existing industrial uses. The proposed development conforms with the existing light industrial designation of this facility, and meets all zoning requirements for a facility of this nature. This Site is zoned for Light Industrial use, and does not require any rezoning for the proposed development. Applicant has already applied for, and received, a use permit from the City of Mesa for medical marijuana purposes for this Site. This Plan will ensure that parties potentially affected by the proposed development will have an adequate opportunity to learn about and comment on the proposal.

Contact:

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Pre-Submittal Conference: The Pre-Submittal Conference with City of Mesa planning staff was held on Tuesday, September 4, 2018. Staff reviewed the application, and made suggestions as to the initial Site plan, citizen participation and contacts, and additional issues related to the proposed development. Applicant took all staff suggestions into consideration and incorporated such suggestions into the proposed development as necessary.

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 has been developed for associations, agencies, citizens, and property owners in the area of the proposed development, including:
 - All registered neighborhood associations within one (1) mile of the Site.
 - Homeowners associations within one half (1/2) mile of the Site.
 - Interested neighbors – all property owners located within 1,250 feet from the Site. The City of Mesa requires notification to property owners located within 500 feet of the Site for Design Review Board Hearing, and notification to property owners located within 1,000 feet of the Site for Planning & Zoning Hearing. Applicant has chosen to exceed the minimum required notification area by providing notification to all property owners within 1,250 feet of the Site for all aspects of the process, in order to ensure the opportunity for input to a greater number of potentially interested parties.
 - Mesa Public School District, as well as Lehi Elementary School (K-6), Carson Junior High (7-8), and Westwood High School (9-12), the applicable City of Mesa schools whose attendance boundaries cover the Site.
2. All persons listed on the contact list will receive a letter describing the project, project schedule, Site plan, and other required information, and invitation to a neighborhood meeting to be held on **Wednesday, November 7, 2018**, at the **Boardroom at the Sheraton Mesa Hotel at Wrigleyville West** located at:

860 N. Riverview
Mesa, AZ 85201
3. The first meeting will be an introduction to the proposed development, and an 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.
 - All parties on the contact list will be notified of and invited to participate in this meeting.
 - Additional presentations and information will be made and provided to groups of citizens or neighborhood associations upon request. The City of Mesa will be provided with copies of any and all sign-in lists, comments, petitions, or other information received by Applicant.

4. At any time during the proposed development process, any interested party is invited to contact the Applicant (using the contact information listed on Page 1 of this Plan) to voice their opinions or concerns. Additional neighborhood meetings may be scheduled based on response to the first meeting and/or contact made with Applicant by interested parties after the first meeting. Applicant will make every reasonable effort to communicate with such interested parties and/or address their concerns in a meaningful and productive manner. Interested parties may also contact their applicable City Council representative, if they would prefer for that representative to communicate with Applicant.
5. Applicant will keep the City of Mesa informed about the implementation of this Plan, including without limitation, by providing City of Mesa staff with a Citizen Participation Report on the results of implementing this Plan, at least ten (10) City business days prior to the first scheduled public hearing. The Citizen Participation Report shall include the following:
 - A summary of neighborhood meetings, if held, including when and where they were held, number in attendance (copies of sign-in sheets), and results achieved at the meeting(s).
 - A summary of citizen concerns, issues and problems expressed during the Citizen Participation process, and how these have been addressed through changes or stipulations to the proposed development.
 - Copies of comment letters, petitions, and other pertinent information received from residents and other interested parties.

Summary of Schedule:

Submission of Medical Marijuana application and Pre-Submittal Conference application – *August 17, 2018*

Pre-Submittal Conference – *September 4, 2018*

Medical Marijuana Facility Registration Conditional Approval Received – *September 20, 2018*

1st Neighborhood meeting – *November 7, 2018*

Concurrent Submission of Design Review Board and Planning & Zoning Board approval – *prior to October 29, 2018*

Submittal of Citizen Participation Report & Materials – *prior to December 15, 2018*

Design Review Board Hearing – *December 11, 2018*

Planning and Zoning Board Hearing – *TBD (estimated to be January 2019)*

Submission of Construction Documents for Permit Review – *prior to March 19, 2019*

Issuance of Construction Permit – *prior to July 19, 2019*

Issuance of Certificate of Occupancy and AZDHS Dispensary Registration Certificate to Dispense – *prior to June 18, 2020*