

Citizen Participation Plan for: Stapley and 8th Ave. Multi-Tenant Retail Center

Date: December 19th, 2018

Purpose: The purpose of this Citizen Participation Plan is to inform citizens, property owners, neighbor associations, agencies and businesses in the vicinity of the site of an application for the Stapley and 8th Ave. Multi-Tenant Retail Center. The site is located on the northeast corner of Stapley Drive and 8th Avenue and is an application for Site Plan Approval and Design Review. This plan will ensure that those affected by this application will have an adequate opportunity to learn about and comment on the proposal.

Contact:

Matt Penkert – Pro Tax Financial Services LLC

761 S. Stapley Drive

Mesa, AZ 85204

Phone: 480-464-1040

Email: mtpenkert@gmail.com

Pre-Submittal Meeting: The pre-application meeting with the City of Mesa planning staff was held on Monday, April 16th, 2018. Staff reviewed the application and recommended that adjacent residents, school district, and nearby neighborhoods be contacted.

Action Plan: In order to provide effective citizen participation in conjunction with their application, the following actions will be taken place 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 1000 feet from the site.
2. All persons listed on the contact list will receive a letter describing the project, site plan and invitation to one neighborhood meeting to be at Pro Tax Financial Services at 761 S. Stapley Dr., Mesa AZ 85204.
 - The neighborhood 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.
3. 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 – April 16, 2018
Application Submittals for Planning/Zoning and Design Review – December 19, 2018
First Neighborhood Meeting – January 16, 2019
Submittal of Citizen Participation Report / Notification Materials – February 12, 2019
Design Review Study Session – February 12, 2019
Design Review Board Hearing (only if needed) – March 19, 2019
Sign Property Posting – March 6, 2019
Planning and Zoning Board Hearing – March 20, 2019