

## **Citizen Participation Plan for Overlook at Forest Knoll**

**Date:** June 13, 2019

**Purpose:** The purpose of this Citizen Participation Plan is to inform citizens, property owners, neighbour associations, agencies, schools and businesses in the vicinity of the site of an application for the **Overlook at Forest Knoll** subdivision. This site is located at 2515 North Harris Drive, Mesa, Arizona 85203 and is an application for rezoning of this 9.22-acre parcel from AG to PAD with 15,00 minimum square foot lots and a density of 1.9 lots per acre for the single-family housing units. 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 the City of Mesa planning staff was held on June 10, 2019. Staff reviewed the application and recommend that adjacent residents, Mesa School District and nearby registered neighbourhoods 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 of the development that members of the community might have.

1. A contact list will be developed for citizens and agencies in this area including:
  - All registered neighbourhood 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 School District in writing with copies to the Mountain View High School, Stapley Junior High School and Lehi Elementary School, and any other public schools who may be affected by this application.
  - All persons listed on the contact list will receive a letter describing the project, project schedule, site plan and invitations to a series of two neighbourhood meetings to be held at Desert Heritage Church at 1020 N. Horne, Mesa, Arizona
  - The first meeting will be held Friday July 12<sup>th</sup>, 2019 as 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 Thursday, August 8, 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.

2. Presentations will be made to groups of citizens or neighbourhood associations upon request.

All materials such as sign-in lists, comments, and petitions received will be copied to the City of Mesa.

Schedule: Pre-submittal Meeting: **Tuesday, June 25, 2019**

First neighbourhood Meeting: **Friday, July 12, 2019**

Application Submittal: **Monday, July 15, 2019**

Second Neighbourhood Meeting: **Thursday, August 8, 2019**

Submit Citizen Participation Report and Notification Materials: **Friday, August 9, 2019**

Planning and Zoning Board Hearing: **Wednesday, October 9, 2019**