

**Citizen Participation Plan for Circle K Store  
Northeast Corner of University Drive & Ellsworth Rd.  
Mesa, Arizona**

**Date:** 9/3/19

Case No: PRS19-00046

**Purpose:**

The purpose of this Citizen Participation Plan is to inform citizens, property owners, neighborhood associations, agencies, schools and businesses in the vicinity of the site of an application by Circle K Stores, Inc. to the City of Mesa Planning Division for the re-development of the referenced property. This site is located at the NEC of the intersection of University Drive and Ellsworth Rd. This application to the City of Mesa Planning Division is for a Special Use Permit to accommodate a fuel service station. This plan will ensure that those residents affected by this application will have an adequate opportunity to learn about and comment on the proposed project.

**Contact:**

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**Pre-submittal Meeting:**

The pre-submittal meeting with City of Mesa planning staff was held on February 4, 2019. Staff reviewed the application and recommended that adjacent residents within a 500 foot radius of the site be contacted.

**Action Plan:**

In order to provide effective citizen participation in conjunction with this application, the following actions will be taken by the Applicant to provide opportunities to understand and address any real or perceived impacts of the proposed development by members of the community.

1. A contact list will be developed for citizens and agencies in the following areas:
  - Interested neighbors within 1000 feet of the property

A copy of the persons and businesses to be contacted within the above areas is attached.

2. All persons listed on the contact list will receive a letter describing the project, project schedule, and site plan. The letter will encourage feedback to the contact person(s).

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 regarding any neighborhood meetings or presentations shall be copied to the City of Mesa.

**Schedule:**

Pre-submittal meeting – February 4, 2019 (Completed)

Application Submittal – September 3, 2019

Neighborhood Meeting - TBD

Hearing date: TBD

*Attachments: Contact list of neighbors to be noticed under this plan.*