

**Narrative  
For  
Council Use Permit**

1440 S. Clearview Ave., Mesa, Az 85209

**Applicant:**

Nathan Palmer

**Owner:**

Polaris RE Holdings, LLC

## **Introduction**

The subject property is located on the Southwest corner of Hampton Ave. and Clearview Ave. The project consists of a 44,736 square foot gross. This submittal is only for parcel 218-56-570A.

A separate remodel permit is being sought for the interior re-design and construction of the building. No exterior modifications are proposed except to add a playground north of the existing office building along the Hampton Ave. right-of-way. The remodel is to intentionally design the space as a sensory friendly environment removing unwanted stimuli and promoting a positive learning environment for children on the spectrum. As part of that remodel, we are incorporating an indoor physical therapy environment at the north end of the building. This indoor space is intended to link to the adjacent outdoor proposed playground area so that it is a functional and transformative environment for the children. Therefore, it is critical the playground remain at the north end of the site.

Public K-12, charter, trade, and college schools are permitted on the site, however a private K-12 school requires issuance of a Council Use Permit.

Our intent is to use the remodeled office space as a private K-9 school for autistic and other neurodivergent and special needs children in the East valley which is planned to accommodate 100 students. Research provided by the Southwest Autism Research and Resource Center (SARRC) has shown over a 90% increased prevalence of Autism Spectrum Disorder (ASD) in elementary aged children over the last 10 years. We believe that the request for Council Use Permit is appropriate given the rising need for education resources amongst the autistic and neurodivergent population and is not a large deviation from the already approved public school use of the property.

## **Existing Site Conditions**

Subject property is currently fully developed with a 10,129 square foot office building built in 1997 and being used currently for office administrative purposes. Hampton Ave. and Clearview Ave. are both fully improved with all dedications being granted for Right of Way at the site. There is an existing CMU wall at the South property boundary installed by a prior owner as well as a covered parking canopy. Both the CMU wall and covered parking canopy are proposed to be removed as they encroach upon an existing P.U.F.E. There is one existing driveway to the site from Clearview Ave. A secondary access from Hampton used to exist from the neighboring parcel to the West, however that access was abandoned as part of the redevelopment of the site. The North and East sides of the property have existing sidewalk, curb, gutter, and streetlights improvements. The development to the West is proposing to install a new wrought iron view fence between the parcels. Landscaping for the site will be maintained and repaired consistent with DR97-039.

## **Relationship to Surrounding Properties**

The site is bordered to the South by a vacant parcel of land zoned LI that is owned by the applicant, and beyond that the US 60 Freeway. To the East, across Clearview Ave., is an industrial building project zoned LI. To the North across Hampton Ave. is an off-road vehicle sales business zoned LI. And to the West is a recently approved Multi-family apartment project currently under construction and zoned LC that also borders a large Target anchor retail center.

## **Existing General Plan Designation and Zoning Classification**

The site is zoned Limited Commercial (LC) which is intended to provide indoor retail and service-oriented businesses that serve surrounding residential trade within a one to ten mile radius (Section 11-6-1(B) Mesa Zoning Ordinance). Public schools, including elementary, secondary education, charter, trade schools, colleges, and universities are approved uses in this zone. However, private schools require a Council Use Permit.

The subject property is in the Mixed Use Activity District character area with Community and Regional scale district sub-types under the current approved General Plan. This District is primarily intended for large scale retail commercial and shopping centers, but it also allows for other service uses supporting the surrounding consumer and residential make-up.

The surrounding properties are a combination of retail, industrial, office, and residential with supporting service, educational, therapeutic, and medical businesses intermixed. The proposed private school use is intended to directly serve the needs of the regional and local community and residential needs of a growing autistic and special needs population in Mesa.

Per the standards of review set forth on Page 15-1 of the Mesa General Plan:

1. This project is consistent with the Mixed Use Activity District and will further its intent;
2. The proposed school is consistent with the Regional and Community sub-types and supports the current and redeveloped neighborhood plans;
3. The project will meet all existing standards established for the Mixed Use Activity District and comply with all building and zoning requirements; and
4. The proposed school will strengthen the character of the area by providing a needed resource to local families and the community.

## **Description**

This project proposal is intended to provide educational resources to a growing neurodivergent child population by creating a K-9 private autism school with planned enrollment of 100 students. The location is ideal for transit flexibility of parents in the East valley and provides additional educational opportunities for an underserved autistic population. The school schedule is intended to follow the Mesa Public schools academic calendar. General school hours will be from 8:30am-2:30pm Monday, Tuesday, Thursday, and Friday and 8:30am-12:30pm on Wednesday. The school will offer early drop off beginning 7am, and late pick-up up to 6pm. Parents will enter and exit through an existing 30' driveway from Clearview Ave. and form a

queue along the East side of the existing office building. Parking spaces are being abandoned at the north of the site to accommodate a vehicle turnaround to facilitate the queue for drop-off purposes. Parents will drop students off at the main school entrance at the Southeast corner of the existing office building. Vehicles will then exit through the existing 30' driveway on Clearview Ave. School employees will direct traffic during all pick-up and drop-off timeframes and parents will be assigned to groups with 10-15 minute intervals to avoid crowding during pick-up and drop-off. General drop-off will occur between 7am-8:30am, and pick-up will be from 2:30pm-6:30pm except for Wednesday which will be from 12:30pm-6:30pm. Third party transportation services will also be offered to parents for localized pick-up and drop-off. And parents may park at nearby public parking lots to the North and Northwest and use the existing crosswalk and pedestrian walkways as an additional resource.

### **Council Use Permit Review Criteria**

Section 11-70-6(D) of the Mesa Zoning Ordinance provides guidance for review and approval of Council Use Permits. Each sub-criterion is addressed below:

1. Site must advance the goals and objectives of the General Plan and be consistent with the policies of the General Plan:
  - a. As described above, the private school use is consistent with the General Plan and furthers the policies therein.
2. The location, size, design, and operating characteristics of the proposed project must be consistent with the purpose of the districts where it is located (General Commercial, Neighborhood).
  - a. The project is consistent with the intent of the Mixed Use Activity district providing a service-oriented business to a large surrounding residential and enhancing a use needed to complement the existing commercial and retail areas.
  - b. The site location was already small in scope and supports the school size and amenities and suited to the surrounding demographic.
3. The proposed project should not be detrimental to the adjacent or surrounding properties or to the General Welfare of the City.
  - a. Schools general complement, not detract from, residential and other service areas. The proposed use will greatly support the under development multi-family project to our West as well as provide a complementary service not presently found in the larger Regional project design.
  - b. Additionally, we believe this building will provide an excellent resource for the City of Mesa which does not have many large private autistic school resources or facilities within City boundaries.
4. Adequate public services, facilities, and infrastructure must be available to serve the proposed project.
  - a. The property is already served by an existing 12" water main on the north boundary of the site and connects to the existing sewer line in Hampton Ave. SRP underground power services are already provided and an existing storm drain is located at the Southwest corner of the property.

**Conclusion**

The proposed project is consistent with the General Plan and is designed to support, be consistent with, and enhance surrounding properties and uses in the immediate vicinity. Further, we believe this will be an added community resource that will help to benefit an underserved population.

CITY OF MESA  
LANDSCAPE NOTES

1. ALL LANDSCAPE AREAS TO RECEIVE 2" LAYER DECOMPOSED GRANITE
2. ALL LANDSCAPE AREA TO BE WATERED BY UNDERGROUND AUTOMATIC IRRIGATION SYSTEM.
3. THE HEIGHTS AND CALIPERS SHALL COMPLY WITH 'ARIZONIA NURSERY ASSOCIATION SPECIFICATIONS' FOR THAT SIZE AND TYPE OF TREE.
4. REQUIRED TREES SHALL BE PROVIDED IN EQUAL NUMBERS OF 15 GALLON SIZE AND 24" BOX SIZE OR LARGER.
5. REQUIRED SHRUBS SHALL HAVE A MATURE GROWTH HEIGHT OF 18" AT LEAST 50% OF REQUIRE SHRUBS SHALL BE 5 GALLON SIZE.
6. PLANT MATERIAL SHALL BE CALCULATED BASED ON A LINEAR MODULE OF 25 FEET. TREES AND SHRUBS MAY BE CLUSTERED.

ARTERIAL STREET:

(2) TREES AND (6) SHRUBS PER 25' OF STREET FRONTAGE

MAJOR, MIDSECTION COLLECTOR STREET:

(2) TREES AND (6) SHRUBS PER 25' OF STREET FRONTAGE

COLLECTOR/INDUSTRIAL/COMMERICAL STREET:

(1) TREES AND (4) SHRUBS PER 25' OF STREET FRONTAGE

PUBLIC OR PRIVATE LOCAL STREET:

(1) TREES AND (4) SHRUBS PER 25' OF STREET FRONTAGE

7. PLANT MATERIAL SIZES REQUIRED:

TREES: (TOTAL REQUIRED TREES:)

25% SHALL BE 36" BOX OR LARGER  
50% SHALL BE 24" BOX OR LARGER  
NO TREES LESS THAN 15 GALLON

SHRUBS: (TOTAL REQUIRED SHRUBS:)

50% SHALL BE 5 GALLON OR LARGER.  
NO SHRUBS LESS THAN 1 GALLON

8. 1 TREES AND 3 SHRUBS FOR EVERY 15' PARKING ISLAND PARKING SHALL BE INSTALLED @ EACH END OF ROW OF STALLS AND IN BETWEEN FOR MAXIMUM OF EIGHT CONTIGUOUS PARKING SPACES

9. FOUNDATION LANDSCAPING: LANDSCAPING TO A MINIMUM HEIGHT OF 18" IS REQUIRED IMMEDIATELY ADJACENT TO, OR PROVIDED IN PLANTER AREAS ADJACENT TO BUILDING, WHICH HAVE FRONTAGE ON A PUBLIC STREET. PLANTING AREAS MUST BE A MIN. OF 5' WIDE AND A MIN. OF 50% PLANT COVERAGE.

10. THE BACKFLOW PREVENTION ASSEMBLY SHALL BE TESTED AND APPROVED BY A CERTIFIED TECHNICIAN DESIGNATED IN THE CURRENT CITY OF MESA LIST THE APPROVED INSPECTORS PRIOR TO THE REQUEST FOR FINAL INSPECTION".

11. THE REQUIRED BACKFLOW PREVENTION ASSEMBLY SHALL BE MANUFACTURER AND MODEL NUMBER DESIGNATED IN THE CURRENT CITY OF MESA LIST OF APPROVED BACKFLOW PREVENTION ASSEMBLIES".

12. ALL WORK WILL BE DONE UNDER SEPARATE PERMIT FOR SIGNS".

13. ALL LANDSCAPING INSTALLED WITH THIS PROJECT TO BE MAINTAINED BY OWNERS ASSOC. OR OWNERS ASSOCIATION OF COMMERCIAL SUBDIVISION OR MANAGEMENT COMPANY IF COMMERCIAL RENTALS

14. THAT ALL TREES AND SHRUBS LOCATED IN LINE-OF-SIGHT WILL BE MAINTAINED TO A CLEAR AREA BETWEEN OF 3' TO 7'

15. RIP-RAP MUST BE ON NATURAL MATERIALS MATCHING D.G COLORS CONCRETE OR GUNITE MUST BE COLORED TO MATCH D.G. COLOR

16. TREES SHALL BE PLANTED @ LEAST 20' AWAY FROM ANY STREET LIGHT POLE OR LOCATION. SHRUBS SHALL BE PLANTED @ LEAST 7' FEET AWAY FROM ANY STREET LIGHT POLE OR LCC.

17. 10% OF TOTAL TREES IN PARKING SHALL BE 36" BOX OR LARGER.

VISIBILITY TRIANGLE INFO:

VISIBILITY TRIANGLES ARE BASED ON CITY OF MESA PUBLIC STREET ACCESS GUIDELINES DATED FEB. 15, 2005.

STREET SPEED: 40 MPH  
STREET CROSS SECTION 4LU  
FIGURE 2.3 (45MPH DESIGN SPEED) SD=500'

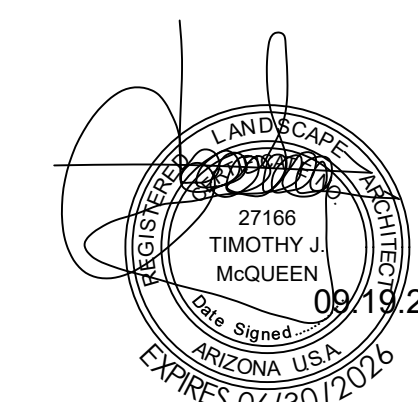
ADDITIONAL NOTES:

THIS LANDSCAPE IS TO BE MAINTAINED ON A WEEKLY BASIS USING A NATURAL MAINTENANCE PROGRAM AND SHALL BE MAINTAINED IN ACCORDANCE WITH THE BEST MANAGEMENT PRACTICE OF THE LANDSCAPE INDUSTRY.

ALL TREES AND SHRUBS LOCATED IN THE LIGN OF SIGHT WILL BE MAINTAINED FOR A CLEAR AREA BETWEEN 3' TO 7'. THE LIGN OF SITE IS OUT OF THE SCOPE OF WORK ON THIS PROJECT.

ALL LANDSCAPE AREAS WILL BE MAINTAINED BY THIS OWNER OR LESSEE IN ACCORDANCE WITH THESE APPROVED PLANS

REQUIRED LANDSCAPE AREAS SHALL BE FREE FROM EN-CROACHMENT BY ANY USE, STRUCTURE, VEHICLE OR FEATURE NOT PART OF THE LANDSCAPE DESIGN.

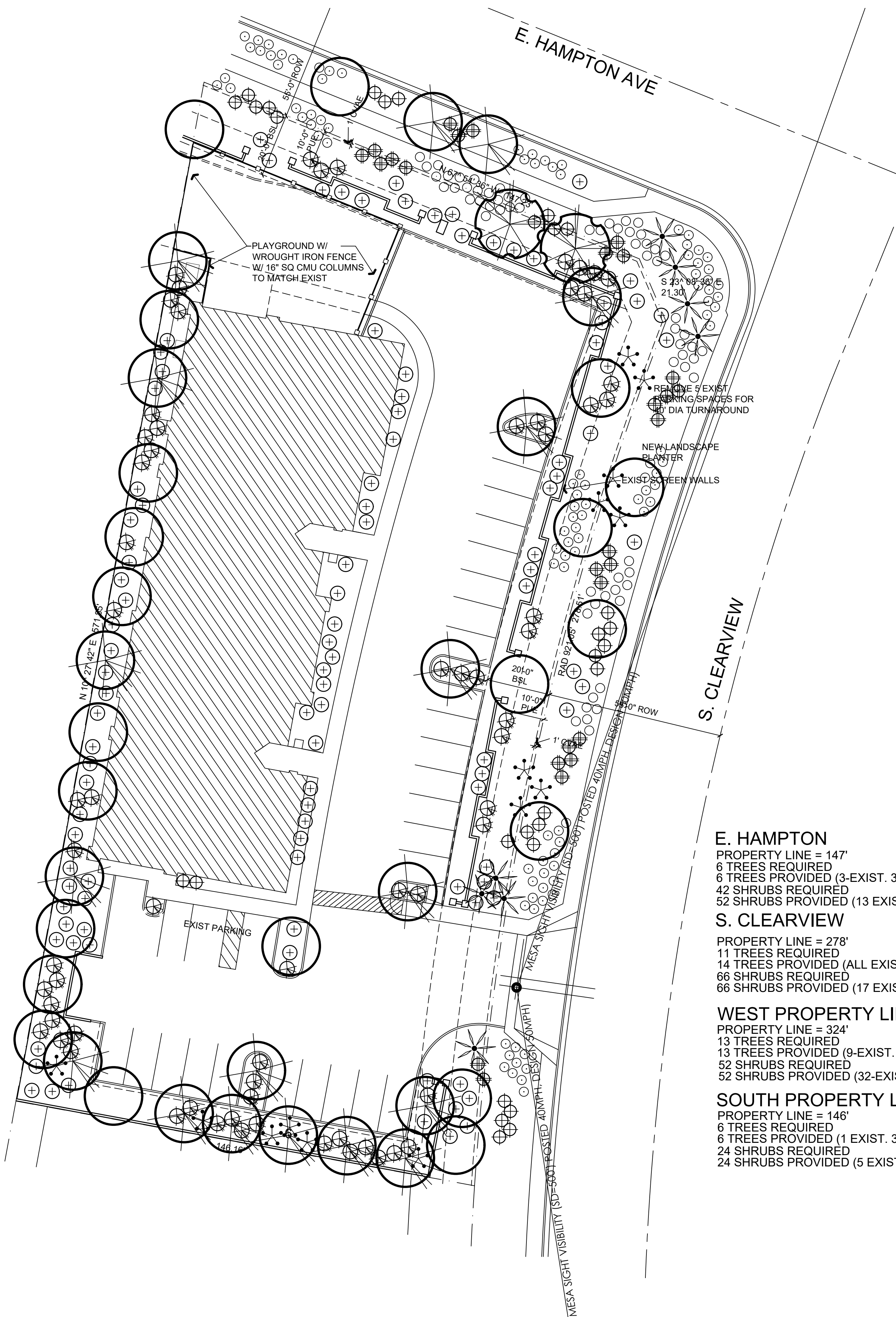


T.J. McQUEEN & ASSOCIATES, INC.  
LANDSCAPE ARCHITECTURE  
URBAN DESIGN  
SITE PLANNING  
10450 N. 74th Street, Suite 120  
Scottsdale, Arizona 85258  
P. (602)265-0320



EMAIL: timmqueen@tjmla.net

THIS LANDSCAPE ARCHITECTURE, SITE PLANNING, AND URBAN DESIGN IS THE PROPERTY OF T.J. McQUEEN & ASSOCIATES, INC. (TJMA). IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED IN THESE PLANS. IT IS NOT TO BE REPRODUCED, COPIED, OR OTHERWISE TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE EXPRESS WRITTEN PERMISSION AND CONSENT FROM TJMA.



EXISTING LANDSCAPE LEGEND

- EXISTING TREE PROTECT FROM CONSTRUCTION
- EXISTING PALM PROTECT FROM CONSTRUCTION
- EXISTING SHRUB PROTECT FROM CONSTRUCTION

NEW LANDSCAPE LEGEND

- CERCIDIUM PRAECOX SONORAN PALO VERDE 24" BOX
- PROSOPIS 'RIO-SALADO' HYBRID THORNLESS MESQUITE 1.5" CALIP., 6'T, 3.5"W
- TECOMA 'ORANGE JUBILEE' ORANGE JUBILEE 5 GALLON
- CAESALPINIA MEXICANA MEXICAN BIRD OF PARADISE 5 GALLON
- NERIUM OLEANDER PETITE PINK 5 GALLON
- DASYLIRION WHEELERII DESERT SPOON 5 GALLON
- HESPERALOE PARVIFLORA RED YUCCA 5 GALLON
- LANTANA MONTEVIDENSIS 'GOLD MOUND' 1 GALLON
- LANTANA MONTEVIDENSIS TRAILING PURPLE 1 GALLON
- 1/2" MINUS MADISON GOLD (MATCH EXISTING) DECOMPOSED GRANITE 2" DEPTH IN ALL LANDSCAPE AREAS

**E. HAMPTON**  
PROPERTY LINE = 147'  
6 TREES REQUIRED  
6 TREES PROVIDED (3-EXIST. 36" BOX, 4-24" BOX)  
42 SHRUBS REQUIRED  
52 SHRUBS PROVIDED (13 EXIST., 29 NEW)

**S. CLEARVIEW**  
PROPERTY LINE = 278'  
11 TREES REQUIRED  
14 TREES PROVIDED (ALL EXIST. 36" BOX EQUIV.)  
66 SHRUBS REQUIRED  
66 SHRUBS PROVIDED (17 EXIST., 49 NEW)

**WEST PROPERTY LINE**  
PROPERTY LINE = 324'  
13 TREES REQUIRED  
13 TREES PROVIDED (9-EXIST. 36" BOX, 4-24" BOX)  
52 SHRUBS REQUIRED  
52 SHRUBS PROVIDED (32-EXIST., 20 NEW)

**SOUTH PROPERTY LINE**  
PROPERTY LINE = 146'  
6 TREES REQUIRED  
6 TREES PROVIDED (1 EXIST. 36" BOX, 5-24" BOX)  
24 SHRUBS REQUIRED  
24 SHRUBS PROVIDED (5 EXIST, 19 NEW)

**PARKING LOT**  
PARKING STALLS = 28  
9 TREES REQUIRED  
9 TREES PROVIDED  
27 SHRUBS REQUIRED  
27 SHRUBS PROVIDED (5-EXIST., 22 NEW)

**LANDSCAPE COVERAGE**  
LANDSCAPE AREA: 20,271 SQ.FT.  
LANDSCAPE COVERAGE REQUIRED: 10,136 SQ.FT. (50%)  
LANDSCAPE COVERAGE PROVIDED: 10,277 SQ.FT. (51%)

LANDSCAPE PLAN  
SCALE: 1" = 20' - 0"

Boyd H. Thacker  
2637 East El Morco, Mesa, Arizona, 85204 phone 480-892-2807

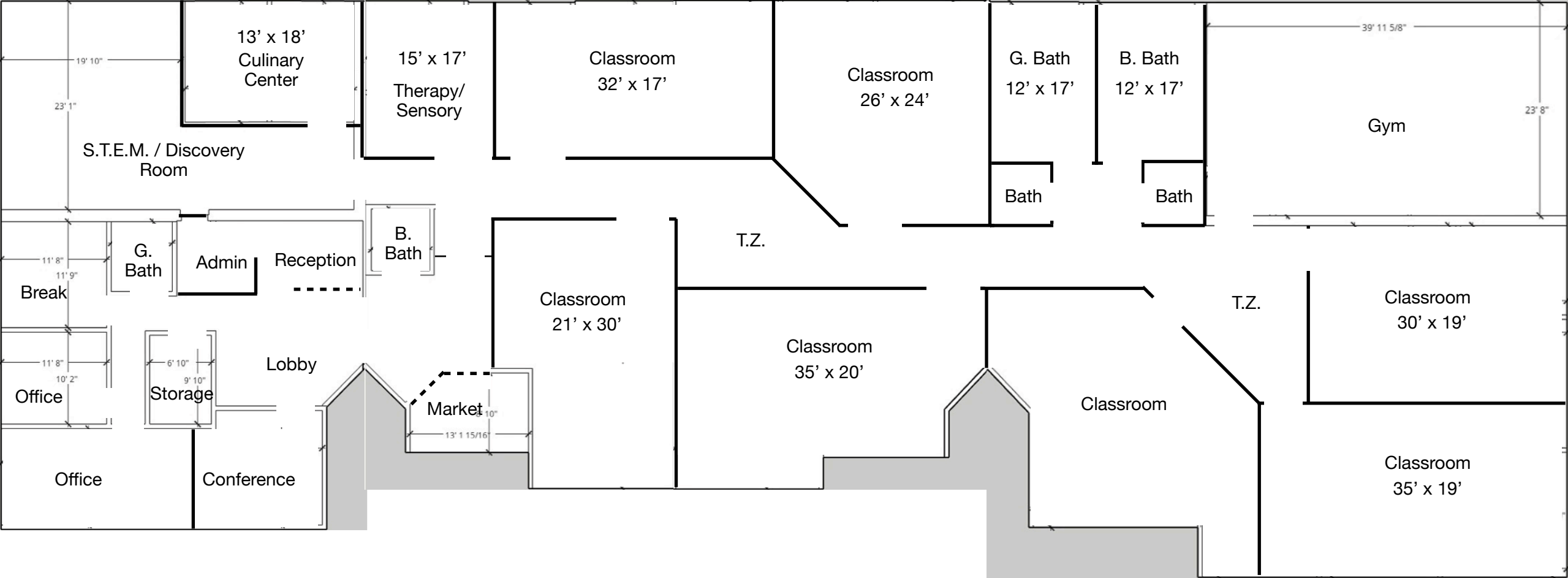
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BUILDING TENANT IMPROVEMENTS  
FOR POLARIS ACADEMY  
1440 S CLEARVIEW, MESA, ARIZONA 85209

LANDSCAPE PLAN

L-1

# Conceptual Floor Plan





**Citizen Participation Plan for Private Autism School “Polaris Academy”  
1440 S. Clearview Ave., Mesa, Az 85209**

**Date:** September 28, 2023

**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 a private school for autistic and neurodivergent children located at 1440 S. Clearview Ave., Mesa Az 85209 located at the Southwest corner of Hampton Ave. and Clearview Ave. The application and consideration requires a Council Use Permit but does not require modification of the general plan. Outreach is primarily to engage discussion about the proposed use for a private school. Public schools, including charter, trade, elementary, secondary and high-schools, and colleges/universities are already approved uses for the property, but private schools require a Council Use permit.

**Contact:**

Nathan Palmer, Agent / Polaris RE Holdings, LLC  
2913 N. Power Rd. #108, Mesa, Az, 85215  
480-861-9541 / nathan@polarisacademy.org

**Meetings:** The initial Pre-application meetings were held on April 11, 2023 and May 10, 2023. No site or design modifications are proposed so not Site Plan or Design Review meetings are necessary.

**Action Plan:** The following plan is designed to accommodate the surrounding properties and comply with the request for neighbor and neighborhood involvement by the City of Mesa:

1. Contact and invite all property owners by mail within 1,000’ of the site, and registered neighborhoods and HOA’s within 1 mile of the site as provided by City of mesa staff, regarding a September 23, 2023 neighborhood meeting as well as all City Council meetings.
2. Hold a neighborhood meeting with the parties identified above on October 27, 2023 and mail invites for the same by October 17, 2023.
3. Post all required Council or Zoning notices on the Property as may be required by City planning staff.
4. Submit a Citizen participation Report with the results of all outreach and meetings to the City of Mesa at least 10 business days prior to any public hearing.
5. All persons listed will receive a letter with the project description and conceptual site plan and be provided information on how to participate/comment on the proposed CUP at any relevant neighborhood meeting or City Council meeting. Exhibits and mailing lists for all property owners, registered neighborhoods, and HOA’s will be submitted to the City of Mesa for verification and review.



## Citizen Participation Report

**Date:** October 27, 2023

**Purpose:** The Purpose of this Citizen Participation Report is to inform the City of Mesa of the neighborhood outreach efforts and any received correspondence from concerned neighbors.

**Contact:**

Nathan Palmer, Agent / Polaris RE Holdings, LLC  
2913 N. Power Rd. #108, Mesa, Az, 85215  
480-861-9541 / nathan@polarisacademy.org

**Meetings:** The initial Pre-application meetings were held on April 11, 2023 and May 10, 2023 under PRS23-00250.

**Action Plan:** The following plan is designed to accommodate the surrounding properties and comply with the request for neighbor and neighborhood involvement by the City of Mesa:

1. Contact and invite all property owners by mail within 1,000' of the site, and registered neighborhoods and HOA's within 1 mile of the site as provided by City of mesa staff, regarding an October 27, 2023 neighborhood meeting as well as all Planning & Zoning and City Council meetings.
2. Hold a neighborhood meeting with the parties identified above on October 27, 2023 and mail invites for the same by October 17, 2023.
3. Post all required Council or Zoning notices on the Property as may be required by City planning staff.
4. Submit a Citizen participation Report with the results of all outreach and meetings to the City of Mesa at least 10 business days prior to any public hearing.
5. All persons listed will receive a letter with the project description and conceptual site plan and be provided information on how to participate/comment on the proposed CUP and minor site plan modification at any relevant neighborhood meeting, Planning and Zoning Meeting, or City Council meeting. Exhibits and mailing lists for all property owners, registered neighborhoods, and HOA's will be submitted to the City of Mesa for verification and review.

**Plan and Activity Report:** As of 10/30/2023 the following actions have occurred:

1. As a general note, all required Notices and Letters were mailed in accordance with City of Mesa deadlines to all property owners within 1,000' of the site, registered neighborhoods within 1 mile of the site, and HOA's within 1/2 mile of the site regarding the scheduled Planning and Zoning hearing and in-person Neighborhood Meeting.
2. Applicant created and submitted to the City of Mesa a list of all owners within 1,000' of the site, along with a corresponding exhibit map, as well as a list of all registered neighborhoods within 1 mile of the site and HOA's within 1/2 mile of the site, along with sample notices which were to be mailed to such parties.

3. Applicant spoke personally with Association management for the Superstition Springs Community Association (commercial division) about the intent to develop a school. Management was supportive of the project and was quick to approve submitted sign designs and intent with the site.
4. Mailings to all owners within 1,000' of the site, registered neighborhoods within 1 mile of the site, and HOA's within 1/2 mile of the site were prepared and mailed on October 17, 2023 providing notice and invitation to an in-person public meeting to be held at 1440 S. Clearview Ave., Mesa, AZ 85209 on October 27, 2023 from 2-3pm. Meeting location is the actual proposed site for the project. The notice included contact information for the applicant along with proposed site plans and project description for the intended change of use to a private school.
5. An in-person neighborhood meeting was held on October 27, 2023 from 2-3pm at 1440 S. Clearview Ave., Mesa, AZ 85209 as intended. No property owners or representatives of any registered neighborhoods or HOA's attended the event. The only individuals in attendance were representatives for the applicant. No return correspondence was received from any notified party and no questions or concerns were raised.
6. On October 27, 2023, applicant installed a sign-post on property notifying the public of the application for Council Use Permit and Site Plan Review with all meeting details and contact information for applicant. Applicant further submitted all required affidavits and consent/waiver forms related to such posting.
7. Letters to all owners within 1,000' of the site, registered neighborhoods within 1 mile of the site, and HOA's within 1/2 mile of the site were prepared and provided to the City of Mesa for mailing on October 26, 2023 informing them of the application for Council Use Permit and Site Plan Modification together with notice of the Planning and Zoning hearing on November 15, 2023 and their opportunity to participate and comment. Contact information for the applicant as well as City staff was included in the notice together with the relevant Case #'s and description of the proposed project. Exhibits including a site plan and project description were also included in the mailing as well as instructions on how to participate remotely and telephonically.
8. As of the date of this Citizen Participation Report there have been **0 responses** to all of the mailings and meetings. No other responses have been received from any neighbor as a result of the mailings, and no other feedback has been received as a result of either the in-person neighborhood meeting.

I certify that the above information is true and correct to the best of my knowledge.

October 27, 2023

Nathan Palmer, Manager

Polaris RE Holdings, LLC