

Citizen Participation Plan for ER2 Electronic Responsible Recyclers

Date: March 13, 2018

Purpose:

The purpose of this Citizen Participation Plan is to inform citizens, property owners, neighbor associations, and businesses in the vicinity of the site of an application for ER2 Electronic Responsible Recyclers. This site is located at 730 E Southern Ave, west of the northwest corner of S Home and E Southern Ave. and is an application for a warehouse addition of approximately 40,000 square feet to an existing 32,000 square foot warehouse on a 3.7 acre parcel. 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 November 20, 2017. Staff reviewed the application and recommended that adjacent residents, nearby registered neighborhoods and home owners associations 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 their development that members of the community may have.

1. A contact list will be developed for citizens and agencies in this area including:
 - a. All registered neighborhood associations within one mile of the project.
 - b. Homeowners Associations within one half mile of the project.
 - c. Property owners within 1,000 feet from the site.
2. All persons listed on the contact list will receive a letter describing the project, project schedule, site plan and invitation to a series of two neighborhood meetings to be held.
 - a. The first 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 will be used and any comments will be given to the City of Mesa Planner assigned to this project.
 - b. The second meeting (optional as needed) will be held two weeks later 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.
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 – November 20, 2017
Notifications for Neighborhood Meeting sent – March 20, 2018
Application Form Submittal Deadline – March 26, 2018
First neighborhood meeting – April 10, 2018
Second neighborhood meeting – April 24, 2018
Submittal of Citizen Participation Report and Notification materials – April 30, 2018
Follow-up Submittal Deadline – May 8, 2018
Planning and Zoning Board Hearing – June 20, 2018