

## **Citizen Participation Plan for Duplexes on 554 W Rio Salado**

**Date:** June 26, 2022

**Purpose:** The purpose of this Citizen Participation Plan is to inform the neighboring community of our proposed development. This development site is located at 554 W Rio Salado Pkwy MESA, AZ, 85201, Latitude: 33.430094143320694, Longitude: 111.84371995621346. This application is for a Development Incentive Permit (DIP) for this qualifying parcel. We will construct two separate duplex housing units. This memorandum will ensure that those within the surrounding community will have knowledge of our proposed development and the opportunity to provide feedback regarding our proposal.

**Contact:**

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**Pre-submittal Meeting:** The pre-application meeting with City of Mesa planning staff was held on May 31, 2022. Staff reviewed the application and recommended that adjacent residents, Mesa School District and nearby registered neighborhoods 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 on 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 1,000 feet from the site, but may include more.
  - Mesa Public School District in writing, with copies to whom may be affected by this application.
  
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.

- 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 and any comments will be given to the City of Mesa Planner assigned to this project.

- The second meeting (optional or 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. Neighborhood Associations, Homeowners Associations and Neighbors within 1,000 feet of the site will be called by telephone to inform them personally of the project and receive comments (optional).

4. 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 – May 31, 2022

Application Submittal – July 4, 2022

First neighborhood meeting – July 22, 2022 Via Zoom

Meeting Details: **847 8357 2876** Passcode: **364467**

Submittal of Citizen Participation Report and Notification materials – TBD

Planning and Zoning Board Hearing – TBD