



## **CITIZEN PARTICIPATION PLAN FOR SUNFLOWER BURIAL AND CREMATORY**

May 3, 2023

**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 for an application for a Special Use Permit for Sunflower Burial and Crematory. The site is located at 5650 E. Main Street at the northwest corner of 57<sup>th</sup> Street and East Main Street. This application is for the construction of a 2800 square foot, single story crematory building to be built in the LC Limited Commercial zoning district. In addition to the Special Use Permit, we are requesting certain revisions to the City of Mesa Zoning and Design Review regulations, which are fully described in our Project Narrative. This plan will ensure that those affected by this application will have adequate opportunity to learn about and comment on the proposal.

### **Contact:**

Richard Moore  
RMA Design Group LLC  
229 Sawtooth Mountain Way  
Dripping Springs, Texas 78620  
623-252-8340  
[rick@rmadesigngroup.com](mailto:rick@rmadesigngroup.com)

### **Pre-Submittal Conference:**

The Pre-Submittal Conference with City of Mesa Development Services Staff was held on March 21, 2022. Staff reviewed the application and recommended that adjacent residents, associations, agencies, schools and businesses be contacted.

### **Action Plan:**

In order to provide effective citizen participation in conjunction with this application, the following actions have and will be taken to provide opportunities to understand and address any real or perceived impacts that members of the community may have:

229 Sawtooth Mountain Way Dripping Springs, Texas 78620  
623.252.8340. phone  
[www.rmadesigngroup.com](http://www.rmadesigngroup.com)

1. A contact list has been provided to our office for citizens and agencies in the area including:
  - a. All registered neighborhood associations within 1000 feet of the project
  - b. Homeowners associations, agencies, schools and businesses within 1000 feet of the project.
2. RMA Design Group has mailed an introductory letter to all the above including site plan Colored Building Elevations of the structure.
3. Three follow letters will be mailed to notify all the above for notification of:  
June 7, 2023 Board of Adjustment public hearing  
June 14, Planning and Zoning Board public hearing  
June 13, 2023 Design Review Board public meeting.

**Schedule:**

May 5, 2023: Resubmittal of materials for June 7, 2023 Board of Adjustment public hearing  
May 8, 2023 Resubmittal of materials for June 14, 2023 Planning and Zoning Board public hearing  
May 15, 2023: Resubmittal of materials for June 13, 2023 Design Review Board public meeting

