



Valvoline Instant Oil Change Facility
1330 S. Sossaman Drive
Site Plan Review/Design Review
Citizen Participation Plan



WITHEY
MORRIS
BAUGH

Introduction

The purpose of this Citizen Participation Plan is to inform citizens, property owners, neighbor associations, agencies, schools and businesses in the vicinity of the site. The Applicant is requesting Site Plan and Design Review approval for a new Valvoline Instant Oil Change facility. The subject site is approximately 0.49 net acres of vacant land located at 1330 S. Sossaman Road (the "Property") as shown on the attached Aerial Map.

The project is consistent with the City's General Plan designation and compatible with the surrounding uses. 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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Contact List

The Parties affected by the applications may include properties owners within 1000-feet of the Property as identified by the Maricopa County Assessor's Map, residents, registered neighborhoods, homeowners' associations and other neighborhood entities identified by the City of Mesa and interested parties which may request to be placed on the Contact List.

Notification Technique

Citizens, registered neighborhoods, homeowners' associations, and other interested parties affected by the applications will be notified through an informational mailing to be sent in April. The letter will introduce the applicant, provide information on the project, provide contact information for the City and the applicant and encourage the recipient to contact the City or the Applicant with any questions or comments.

Once hearings are scheduled, another mailing will be sent out with detailed information on the hearing and how to participate. The hearing notification letter will again encourage the recipient to contact the City or the Applicant with any questions or comments.

Response Procedures

The applicant will be available to discuss the project with any and all citizens expressing interest in the project. Phone conversations are typically the most efficient and appreciated means of discussing projects, but Individual meetings (virtual or otherwise) will be conducted upon request. The City of Mesa is also available to answer questions regarding the review and public hearing process.

Status Procedures

The Applicant shall keep the City of Mesa informed of the status of its citizen participation efforts through a Citizen Participation Report or other correspondence with the assigned City Staff. Copies of the applications containing the complete details of the requests shall be kept on file with the City of Mesa.

Inquiries

Information regarding project inquiries will be documented in the Citizen Participation Report and/or provided to the assigned City Staff.

Schedule for Implementation

1.	Submittal	March 18, 2024
2.	Notification Letter	May 15, 2024
3.	Design Review Board notifications	June 24, 2024
4.	Design Review Board hearing	July 9, 2024
5.	Planning & Zoning Board notifications	July 9, 2024
6.	Planning & Zoning Board hearing	July 24, 2024

Aerial Map

