



## Citizen Participation Plan

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# THE SANCTUARY

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*Northeast corner of W. Maricopa Casa Grande Highway and N. Hartman Road*

Case # PAD21-07 The Sanctuary

Plan Submitted: May 18, 2021

Resubmitted: August 19, 2021





The Purpose of the Citizen Participation Plan (“CPP”) is to ensure that applicants pursue that early and effective citizen participation in conjunction with their land use applications. By doing so, this will allow residents and property owners the opportunity to understand and try to mitigate any real or perceived impacts the proposed land use application may have on the community. This will also ensure that the citizens and property owners of the City of Maricopa have an adequate opportunity to learn about applications that may affect them and to work with applicants to resolve concerns at an early stage of the process; and facilitate staff, and elected officials throughout the application review process.

### Narrative

This CPP is for the proposed located at the northeast corner of W. Maricopa Casa Grande Highway (the “Highway”) and N. Hartman Road (“Property”), in the City of Maricopa, AZ (“City”). The request is to create a new Planned Area Development (“PAD”) zoning district. Refer to **Tab 1** for a review of the Project Narrative and the Aerial Vicinity Map.

### Draft Notification Letters

As part of the required City notification process, we will draft notification letters to send to all property owners within 600 feet of the Property. Refer to draft of notification letter and mailing list attached hereto as **Tab 2**. We will also draft a legal ad to place in the local newspapers and send City staff drafts for review at the appropriate time. Refer to draft of legal ad attached hereto as **Tab 3**. Finally, we will post the site with the required posting language and number of signs to alert stakeholders of the proposal. Refer to proposed site posting sign and location attached hereto as **Tab 4**.

### Neighborhood Meeting

The applicant is required to hold one meeting prior to the first public hearing on an application for a specific site but may hold more if desired. The required meeting shall be held at least 15 days and not more than 90 days before the first public hearing on the application. Meetings held more than 90 days before the first public hearing shall be required to hold an additional neighborhood meeting. Neighborhood meetings shall not occur until after any required preliminary review meeting and consultation with the planning division staff.

The neighborhood notice and meeting materials must be submitted with the project application(s) to the development services department, unless otherwise deferred by the zoning administrator to a later date. At a minimum, the following materials must be submitted:



- a. A narrative discussing the proposed time, place, and location within the city of the neighborhood meeting;
- b. A list of names and addresses, labeled, stamped envelopes of all the property owners within the target area, and a notarized affidavit by the applicant that the list of names and addresses is accurate, current and complete;
- c. A list of names and addresses of all other interested parties who have requested that they be placed on a notification list maintained by the city clerk;
- d. A notification letter including a general explanation of the substance of the proposed application; the date, time and place within the city scheduled for a neighborhood meeting and for all other city meetings; and the city and applicant contacts;
- e. An eight-and-one-half-inch by 11-inch reduction of the proposed neighborhood sign; and
- f. The applicant's schedule for completion of the neighborhood meeting.

Our intent is to comply with the requirements set forth in the Zoning Code regarding the neighborhood meeting requirement by providing the zoning administrator or their designee an opportunity to (a) to review and approve all notification materials, neighborhood meeting location, a brief description of the property change and a land map; (b) to notify the applicant to proceed with the neighborhood meeting; and (c) for mailing the property owner notifications provided by the applicant.

In addition to the above, we intend to meet the remainder of the citizen involvement requirements by:

#### Notification Requirements

Notice of the neighborhood meeting shall be provided at least 15 calendar days prior to the neighborhood meeting by the applicant in the following manner:

1. Mailed Notice. Written notice shall be mailed to all owners and occupants within 600 feet of the subject property, or a larger area as determined by the zoning administrator, and



to such other persons as the development services department, or authorized designee, determines to be other potentially affected citizens.

2. **Posted Notice.** Notice shall be provided on the proposed site. The sign shall be waterproof and have a minimum size of 24 inches by 36 inches (36 inches by 48 inches for planned area developments, zoning code amendments and general plan amendments) with all information evenly spaced and organized in a readable manner. The sign shall be placed on the property in a location determined by the zoning administrator or authorized designee.
3. **Electronic Notice.** Where applicable and not in violation of state law, notice may be provided by electronic means such as emailed notice, posted notice on the city's website, or other means determined by the zoning administrator. This type of notice may be substituted for advertised notice. Any persons or organizations may request that electronic notice be substituted for mailed notice through a request to the zoning administrator. Electronic notice cannot be substituted for certain legislative actions, such as rezoning.
4. **Contents of Notices.** All notices shall contain information about the proposal, project description, time, date, location of neighborhood meeting and subsequent city meetings for review and approval (if available), the names and telephone numbers of citizens may call with questions and issues, and applicant and city of Maricopa contacts, including name and telephone number.
- g. **Meeting Summary.** The applicant shall submit to the development services department 10 calendar days before the first public hearing on the matter a written summary of the issues and discussions from the meeting and the meeting notes. This report will be attached to the development services department's public hearing report and, at a minimum, include the following information:
  1. **Details of techniques the applicant used to involve the public, including:**
    - a. Date(s) and location of meeting;
    - b. Content, dates mailed, and numbers of mailings, including letters, meeting notices, newsletters, maps and other publications;



- c. A copy of the sign-in sheet from the neighborhood meeting which shall include attendee signatures, physical property address, date and the following language: “This sign-in sheet is intended to serve as proof that public input was pursued. Your personal information will not be used for solicitation purposes.”
  - d. A photograph of the posted neighborhood meeting sign showing the date and time at which the photo was taken; and
  - e. A newspaper clipping of the legal advertisement as published in the newspaper of general circulation in the city or the electronic notice if allowed as set forth in subsection (F)(4) of this section.
2. A summary of concerns, issues and problems expressed during the process, including:
    - a. The substance of the concerns, issues, and problems;
    - b. How the applicant has addressed or intends to address concerns, issues and problems expressed during the process; and
    - c. Concerns, issues, and problems the applicant is unwilling or unable to address and why.

Once we conclude our public participation, we will meet all of the City’s public hearing notification requirements per Section 18.140.060, Public hearing notification of the City’s Zoning Code. If requested, we will meet individually with anyone who contacts us for more information. We will detail our discussions in our final Citizen Participation Results Report.

### Response Procedures

We will respond to all input and comments we receive from parties affected by our application. We will also provide our responses to City Staff for their records. We will follow-up as necessary to ensure proper responses are provided, and information is shared regarding the status of the request to interested stakeholders. We will provide the City with copies of our correspondence,



letters, and information shared with stakeholders. In addition, maps and lists of stakeholders and property owners will be included in our final Citizen Participation Results Report.

### Schedule of Completion

We are submitting the PAD Rezoning request for the Property with this Citizen Participation Plan in May 2021. We are headed to site posting and notification in August 2021. We will be prepared to meet with any other stakeholder, if requested, after sending the notification letter posting notification signs on the Property. We will provide City Staff with a completed Citizen Participation Results Report with the details and techniques used to involve the public and provide a summary of concerns, issues, and resolutions to these issues. We anticipate our public outreach to occur throughout the rezoning process.

### Status Procedure

We will update the City staff via email and telephone calls of important issues that come about as the result of our public outreach. The entire report will be completed prior to the time the City informs us of the pending City Planning Commission hearing date. If additional public outreach occurs after the submittal of the Citizen Participation Results Report, we will provide updates to inform City Staff and board members.

## **CITIZEN PARTICIPATION PLAN UPDATE/RESULTS REPORT**

At the time a Citizen Review Report (“CRR”) is warranted, we will submit to the City for review the extent of our outreach and the interactions we had within neighbors and stakeholders and provide a complete report of the outreach.

When that occurs, the following items will be included in the CRR:

### **Details and Techniques Used to Involve the Public**

***Include all dates and locations of all meetings where citizens were invited to discuss the owner or authorized agent’s proposal.***

**Response:** See attached site posting, draft neighborhood letter and legal ad for the local newspapers.

***Provide the content, dates mailed, and number of mailings, including letters, meeting notices,***



***Newsletters and other publications.***

**Response:** Will be submitted shortly as we are noticing our open house for Thursday September 9, 2021.

***Indicate the location of residents, property owners, and interested parties receiving notices, Newsletters or other written materials.***

**Response:** See attached notices.

***Indicate the number of people that participated in the process.***

**Response:** TBD

**Summary of Concerns, Issues and Problems**

***Describe the substance of concerns, issues, and problems.***

**Summary:** Summary will be forthcoming post outreach plan.

***Describe how the owner or authorized agent has addressed or intends to address perceived or real concerns, issues, and problems expressed during the process.***

**Summary:** TBD

***Describe perceived or real concerns, issues, and problems with which the owner or authorized agent disagrees, which the owner or authorized agent cannot address, or which the owner or authorized agent chooses not to address, including an explanation of the owner or authorized agent's reasoning.***

**Response:** TBD

We will continue to provide Staff with updates throughout the entitlement process.

**TAB 1**





# Sanctuary

## Planned Area Development (PAD)

### PROJECT NARRATIVE

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August 19, 2021

We represent Kernit Rankin of Maricopa Hartman LLLP (“Applicant”), who owns and is proposing a mixed-use community with public streets located at the northeast corner of W. Maricopa Casa Grande Highway and N. Hartman Road (“Property”), in the City of Maricopa, AZ (“City”). The request is to create a new Planned Area Development (“PAD”) zoning district on the 330+/- acre property.

The larger parcel, Pinal County Assessor’s parcel number 502-08-002C and was originally a part of the Eagle Shadow PAD. The Eagle Shadow PAD is an approved 2,727 acre mixed use master planned community located in Sections 30 and 31, Township 4 South, Range 4 East and Sections 5, 6, 8, 9, and 10, Township 5 South, Range 4 East in the City of Maricopa, Arizona. The Applicant’s Property within the Eagle Shadow PAD was proposed as Phase 4 of the overall master planned community. There is no infrastructure, no street connections, no development from the northern portions of Eagle Shadow that is connected or dependent on the Applicant’s Property remaining within the existing PAD.

The request is to rezone the larger parcel that was approved with the Eagle Shadow PAD from existing CR-3 (Single Family Residence) and CB-2 (General Business) zoning and the smaller parcel (not a part of the Eagle Shadow PAD) from GR (General Rural) zoning to the City’s PAD zoning to allow for an innovative set of single-family subdivisions and neighborhoods that are planned as part of a larger master plan. The proposed master plan essentially relocates the GB-2 zoning to the northeast corner of W. Maricopa Casa Grande Highway and Hartman Road as part of a mixed-use district for potential commercial, high density and medium density residential uses. The proposed PAD will account for the major wash corridor and development of public streets, along with passive and active open spaces for the future residents of the community.

The request is to rezone the Property consistent with a majority of the City’s General Plan land use designations of Medium Density Residential and Parks and Open Space designation for the major wash (Santa Cruz Wash). The addition of a mixed-use designation on the proposed PAD land plan will create a practical location for potential future commercial uses at the major intersection of W. Maricopa Casa Grande Highway and Hartman Road. Major drainage ways will be addressed within this proposal so as to create a series of residential neighborhoods connected by open spaces and roadways that is not impacted by wash and flood plain areas. Once designed at platting stage, the incorporation of natural landscaping and trails/ pedestrian pathways will allow this open space to be utilized by the future residents within the PAD.

This proposal creates a more developable and compact PAD at W. Maricopa Casa Grande Highway and Hartman Road that is not dependent on other phases, infrastructure and drainage solutions of a larger, overarching PAD (Eagle Shadow).



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& BOSCO**  
P.A.

The proposal creates a central, internal 'ring' road for access to the multiple proposed neighborhoods with proposed trail and open pace connections. The proposed mixed-use designation at W. Maricopa Casa Grande Highway and Hartman will provide for opportunities of neighborhood serving commercial, multi-family and medium density residential opportunities. We look forward to working with the City on developing out this proposed master planned community.



# sanctuary

## Aerial Vicinity Map Exhibit A



**TAB 2**



August 25, 2021

**RE: PAD21-07 – Planned Area Development for The Sanctuary – Northeast corner of W. Maricopa Casa Grande Highway and N. Hartman Road, City of Maricopa incorporated limits.**

Dear neighbor, homeowners’ associations, and stakeholders:

Maricopa Hartman LLLP (“Applicant”) owns and is seeking input for a proposed development of approximately 330 acres of land located at the northeast corner of W. Maricopa Casa Grande Highway and N. Hartman Road and identified by Pinal County Assessor Parcel Numbers APN-502-08-003A and 502-08-002C (the “Property”). The Applicant has filed an application with the City of Maricopa for a proposed Planned Area Development (PAD) to develop what will eventually be a mixed-use development of primarily single family homes with varying lot sizes and designs and the provision for an approximately 33 acre for a mixed-use area, which allows for retail and service uses along with medium and high density residential uses. The remainder of the area is to be utilized for open space, parks and necessary drainage.

We invite you to join us for an open house meeting to discuss this proposal and learn more about the Applicant and the development proposal for the Property.

<p><b>Neighborhood Meeting</b>  Date: September 9, 2021  Time: 6:00 – 7:00 P.M.  Location: Desert Wind Middle School – Library  35565 Honeycutt Road  Maricopa, AZ 85138</p>
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<p><b>Planning &amp; Zoning Commission:</b>  Date: TBD  Time: 6:00 P.M.  Location: City Hall – 39700 W. Civic Center Plaza  Maricopa, AZ 85138</p>	<p><b>City Council:</b>  Date: TBD  Time: 7:00 P.M.  Location: City Hall – 39700 W. Civic Center Plaza  Maricopa, AZ 85138</p>
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According to the Pinal County Assessor records, you are a property owner within 600 feet of the property under consideration. In order to better inform you of the public meeting scheduled for this matter, this notice is being sent to you via first class mail.

If you wish to provide input on this matter, you may attend each of the meetings listed above or submit written comment before or at the meeting. If you have any questions concerning this matter, please contact Kurt Jones, Senior Planner at Tiffany & Bosco representing the Applicant at [kajones@tblaw.com](mailto:kajones@tblaw.com) or 602-452-2729. You may also contact the assigned City Senior Planner, Byron Easton, at 520-568-9098 or by email at [Byron.Easton@maricopa-az.gov](mailto:Byron.Easton@maricopa-az.gov) subject The Sanctuary, case # PAD21-07.

Please see additional pages for project narrative and PAD exhibit.

Sincerely,

Kurt Jones

<u>PARCEL</u>	<u>OWNER</u>	<u>PHYSICAL ADDRESS</u>	<u>MAILING ADDRESS</u>	<u>CITY</u>	<u>STATE</u>	<u>ZIP</u>
502-08-002D	HARTMAN 92 LLC		2509 S POWER RD STE 206	MESA	AZ	85209
502-08-0010	DAWN RIDER LLC		8501 N SCOTTSDALE RD STE 120	SCOTTSDALE	AZ	85253
502-06-010B	DAWN RIDER LLC		8501 N SCOTTSDALE RD STE 120	SCOTTSDALE	AZ	85253
502-06-009B	EAGLE SHADOW LLC	13290 N HARTMAN RD., MARICOPA, AZ 85138	8501 N SCOTTSDALE RD STE 120	SCOTTSDALE	AZ	85253
502-06-0080	EAGLE SHADOW LLC IOTA EAGLE, LLC	37580 W MARICOPA-CASA GRANDE HWY, MARICOPA, AZ 85138	8501 N SCOTTSDALE RD STE 120	SCOTTSDALE	AZ	85253
502-08-002B	SOUTHWEST MICROWAVE INC Ak-Chin Indian Community	42507 W PETERS AND NALL RD., MARICOPA, AZ 85138	9055 S MCKEMY ST 42507 W PETERS AND NALL RD.	TEMPE MARICOPA	AZ	85284 85138
502-06-0050	UNION PACIFIC RAILROAD/CRAIG MILLER, ASST DIRECTOR PROPERTY TAX		1400 DOUGLAS ST STOP 1640	OMAHA	NE	68179

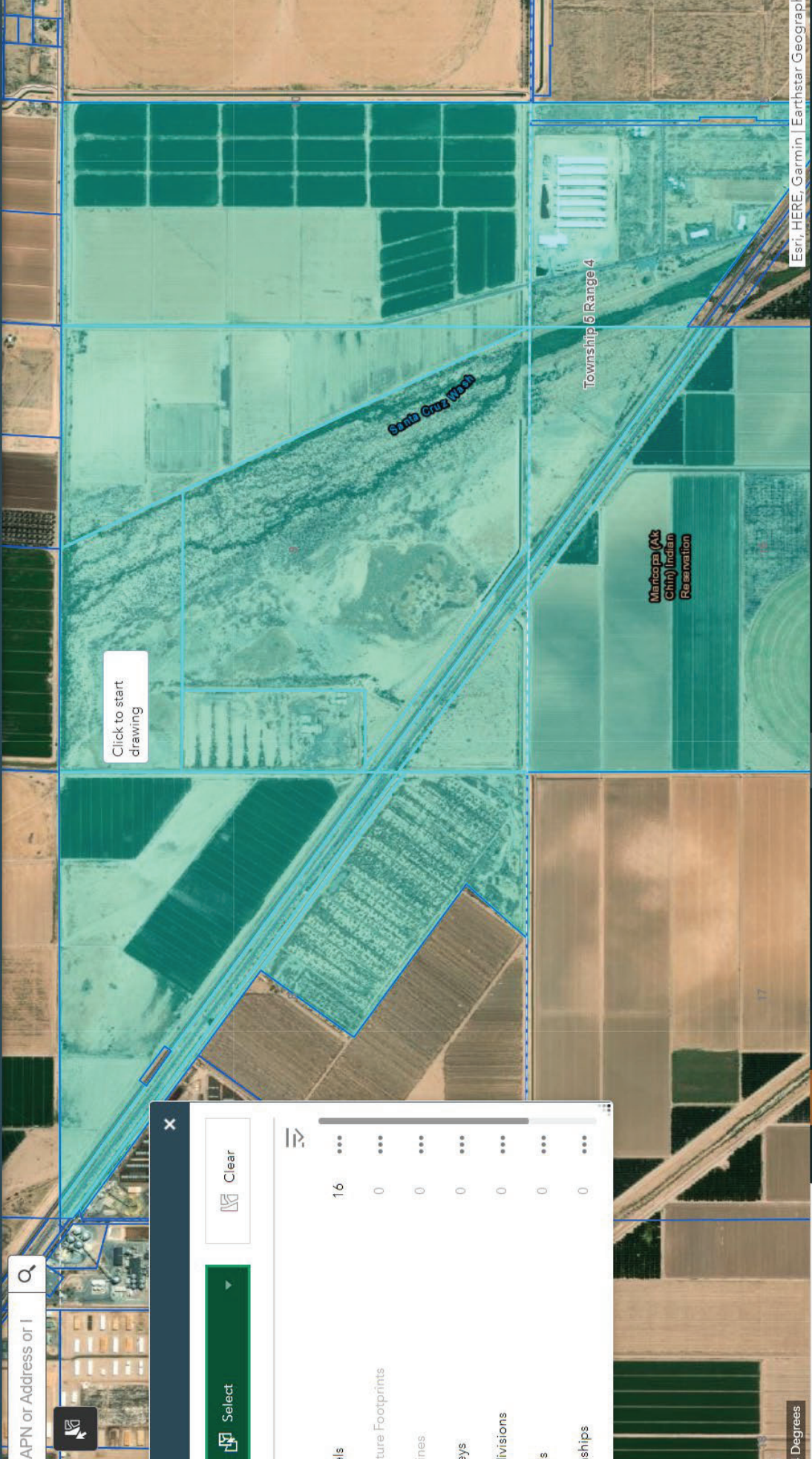
APN or Address or I



Click to start drawing

Map overlay panel with the following data:

Select	Clear
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0	...
0	...
0	...
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**TAB 3**



**NEWSPAPER NOTICE**  
**NOTICE OF NEIGHBORHOOD MEETING, PUBLIC HEARING**  
**AND PUBLIC MEETING**  
**Rezoning Case PAD21-07**  
**Neighborhood Meeting**

Desert Wind Middle School – Library; September 9, 2021 at 6:00 PM

35565 Honeycutt Road, Maricopa, AZ 85138

**Planning & Zoning Commission Meeting**

(PUBLIC HEARING)

TBD @ 6:00 p.m.

City Hall

39700 W. Civic Center Plaza

Maricopa, AZ 85138)

**City Council Meeting**

TBD @ 7:00 p.m.

City Hall

39700 W. Civic Center Plaza

Maricopa, AZ 85138

NOTICE IS HEREBY GIVEN THAT at the above listed meeting, a PUBLIC HEARING will be held at the above stated date, time, and location.

Maricopa Hartman LLLP (“Applicant”), who owns and is proposing an approximately 330 acre mixed-use community located at the northeast corner of W. Maricopa – Casa Grande Highway and N. Hartman Road in the City of Maricopa, AZ. The request is to create a new Planned Area Development (“PAD”) zoning district. The request is to rezone a parcel, that was originally approved with the Eagle Shadow PAD from existing CR-3 (Single Family Residence) and CB-2 (General Business) zoning and an adjacent parcel from GR (General Rural) zoning to the City’s PAD zoning district to allow for an innovative set of single-family subdivisions and neighborhoods that are planned as part of a larger mixed-use master plan.

Anyone wishing to appear and make comment is encouraged to attend. Written comments are welcome and if received prior to the meeting, will be included in the record. All comments or appeals should be sent in a written form to the Planning and Zoning Division, Attn: Byron Easton at 39700 W Civic Center Plaza, Maricopa, AZ 85138 or email at [Byron.Easton@maricopa-az.gov](mailto:Byron.Easton@maricopa-az.gov). Please include name, address, telephone number and signature. For questions, contact the Planning and Zoning Division at

(520) 568-9098.

August 21, 2021

Published in \_\_\_\_\_ (INSERT NEWSPAPER NAME) \_\_\_\_\_

\_\_\_\_\_ (INSERT DATE OF PUBLICATION) \_\_\_\_\_

DRAFT

**TAB 4**

# ZONING

## City of Maricopa – Planning Division

Proposal: Maricopa Hartman LLLP who owns and is proposing an approximately 330-acre mixed-use community located at the northeast corner of W. Maricopa – Casa Grande Highway and N. Hartman Road in the City of Maricopa, AZ. The request is to create a new Planned Area Development (“PAD”) zoning district.

### Description of Request:

The request is to rezone a parcel from existing CR-3 (Single Family Residence), CB-2 (General Business) and GR (General Rural) zoning to the City’s PAD zoning district to allow for an innovative set of single-family subdivisions and neighborhoods that are planned as part of a larger mixed-use master plan.

#### Neighborhood Meeting

**When:** September 9, 2021

**Time:** 6:00 P.M. – 7:00 P.M.

**Location:** Desert Wind Middle

School – Library

35565 Honeycutt Road

Maricopa, AZ 85138

#### Planning & Zoning Commission

**When:** TBD

**Time:** 6:00 P.M.

**Location:** City Hall

39700 W. Civic Center Plaza

Maricopa, AZ 85138

#### City Council Meeting

**When:** TBD

**Time:** 7:00 P.M.

**Location:** City Hall

39700 W. Civic Center Plaza

Maricopa, AZ 85138

#### FOR QUESTIONS OR COMMENTS REGARDING THIS

#### CASE CONTACT CASE PLANNER:

Byron Easton, Senior Planner

(520) 316-6936

Byron.Easton@Maricopa-az.gov

Date of Posting:



AVAILABLE  
AIR TANK  
600 GALLONS

Hartman Road



Hartman Road



N Hartman Rd

N Hartman Rd

W Maricopa-Casa Grande Hwy

N Hartman Rd