

Oak Creek Heritage Lodge

CITIZEN PARTICIPATION PLAN

115 Schnebly Hill Road
R.D. OLSON DEVELOPMENT

Introduction

R.D. Olson Development is proposing to construct a 70-room small unique, boutique hotel with accessory uses including a restaurant, wellness spa, and meeting facilities. The property will also include 4 affordable housing units. The proposed development is situated on an 11.58-acre parcel bounded by Schnebly Hill Road, Oak Creek, and Bear Wallow Lane. This Citizen Participation Plan was developed to include how we intend to communicate with the adjacent property owners and interested parties regarding the proposed project's design and goals.

Purpose

The Applicant understands the following intent of the citizen review process:

- Ensure early and effective citizen participation in conjunction with the application, giving them opportunity to understand and try to mitigate any real or perceived impacts the project may have on the community;
- Ensure that citizens and property owners within the community have adequate opportunity to learn about applications that may affect them and to work with us to resolve concerns at an early stage of the process; and
- Facilitate ongoing communication between the applicant, interested citizens, and property owners throughout the application review process.

Meeting Notice

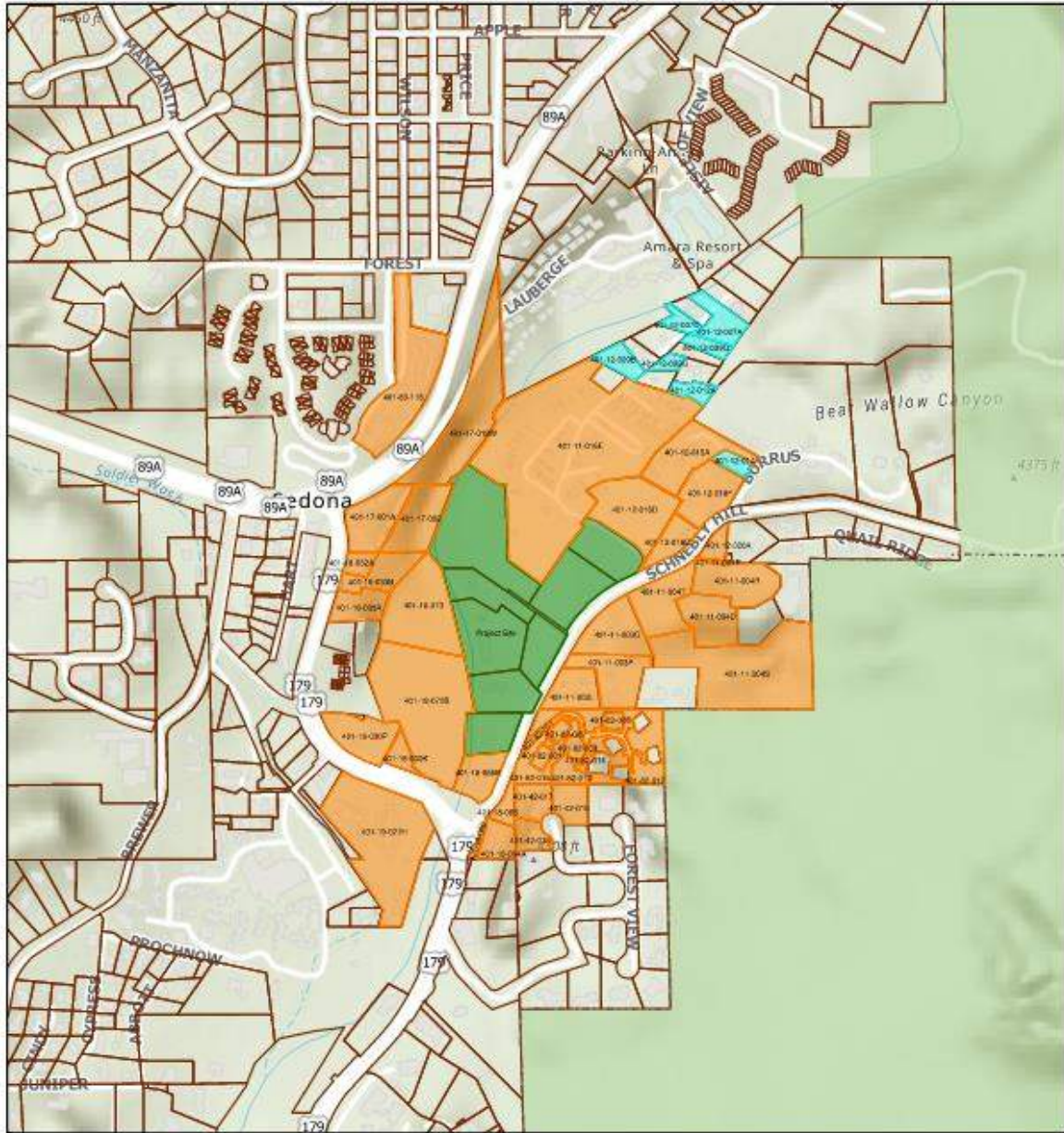
The property is located on parcels bounded by Schnebly Hill Road, Oak Creek, Bear Wallow Lane, and the south commercial district along Highway 179. Property owners within a 300 foot radius of the 11.58-acre site will be notified via First-Class mail of upcoming meetings. Meetings are typically held outdoors at 115 Schnebly Hill Road. Notification is sent 21 days prior to a scheduled meeting via First-Class mail. The content of the mailings includes an invitation letter and a vicinity map.

Meetings held prior to Comprehensive Review Application submittal include the following:

- An initial public open house meeting was held on September 22, 2021. An introductory letter was sent on August 10, 2021 to property owners introducing the project and applicant. A follow up letter with an invitation to the public open house meeting was sent on August 24, 2021. Various neighbors and interested parties were in attendance. A sign in sheet was used to obtain attendee contact information.
- A less formal meeting with neighbors and interested parties who provided feedback was conducted at the project site on December 2, 2021. Attendees were contacted via email and/or telephone.
- A second follow up meeting with interested parties was held at the project site on April 6, 2021. Attendees were contacted via email and/or telephone.
- A community meeting was conducted on September 15, 2022. Invitations were sent to adjacent property owners and interested parties on August 25, 2022.

An additional community meeting is anticipated to be held after the submittal of this comprehensive review application to discuss how we address the feedback provided by the community. The Applicant will provide appropriate notice when it has determined the logistics of such meeting.

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In the map above, the green-colored parcels represent the project site. The orange-colored parcels are properties within 300 feet radius of the project site. The cyan-colored parcels are other interested parties.

Meeting Agenda

Typical agenda for meetings:

- Site Tour: R.D. Olson Development and the project team provide site tours. A sign in sheet is circulated to collect participant contact information.
- Introduction: R.D. Olson Development introduces the project's design and goals. Conceptual design exhibits are printed on presentation boards and displayed at the meeting.
- Open Forum: R.D. Olson Development and the project team will answer questions after the presentation in an open forum format.
- Post-Meeting: Comment cards are available as an option to provide detailed written comments. A participant may request to be contacted further for private follow-up discussions.

Citizen Participation Report

A written report will be prepared to include the results of the citizen review process prior to scheduling a public hearing with the Planning and Zoning Commission. The report will provide a summary of concerns, issues, and problems expressed during the process including:

- The concerns, issues, and problems raised by the public.
- How the applicant has addressed or intends to address concerns, issues, and problems expressed during the process.
- Concerns, issues and problems the applicant is unwilling or unable to address, and why.

R.D. Olson Development will provide City staff with updates regarding citizen participation and intends to comply the Citizen Review Process in accordance with the requirements of Section 8.3.D of the Sedona Land Development Code.