



**Neighborhood Meeting and Citizen Outreach Plan  
For  
800 N Switzer Way  
Flagstaff AZ 86001  
101-28-005H**

In connection with our application for a Zoning Code Text Amendment, the applicant AXXO LLC is proposing this Neighborhood and Citizen outreach Plan. If you have any feedback, please contact us. This plan is intended to meet the requirements of for the City of Flagstaff's zoning code section 10-20.30-060.

Introduction

AXXO Holdings LLC is requesting a Zoning Code Text Amendment for parcel # 101-28-005H. A major feature of the site is Switzer Canyon Wash, which contains a FEMA designated floodplain and floodway. The floodplain is also designated Rural by the City of Flagstaff, although the same floodplain is designated urban both up and downstream of this stretch. Multiple parcels along this stretch of floodplain have been developed in and along the floodplain by elevating building pads out of the true drainage path. There have also been substantial disturbances by underground utilities including the 15" Switzer Canyon Trunk Sewer and the 16" Switzer Canyon Water Line. And more recently a roadway crossing two parcels to the north that constricts runoff through a culvert, negating any true floodplain characteristics.

A Design Report and Biological Evaluation was completed by Natural Channel Design in 2003 that concluded that due to development and the ephemeral nature of the stream this area does not contain suitable habitat for any federally listed species.

Neighborhood Meeting

A. Purpose

- Encourage AXXO Holdings LLC to allow for informed decision making through the dissemination of proposals and alternatives.
- Ensure that AXXO Holdings LLC pursue early and effective citizen participation in conjunction with their applications, giving them the opportunity to understand and try to mitigate any real or perceived impacts their application may have on the community.

- Ensure that the citizens and property owners have an adequate opportunity to learn about how AXXO Holdings LLC's application may affect them and to work with applicants to resolve concerns at an early stage of the process; and
- Facilitate ongoing communication between the AXXO Holdings LLC, potentially affected citizens and adjacent property owners, City staff and elected officials throughout the application review process.

#### B. Applicability and Requirements

AXXO Holdings LLC. understands its application will require it to hold a neighborhood meeting and that it is responsible for the costs associated with the meeting. If the Director requires, AXXO Holdings LLC will host additional neighborhood meetings. AXXO Holdings LLC would like to schedule the first neighborhood meeting on: **To be determined.**

#### C. Neighborhood Meeting Plan

Pursuant to Code Section 10-20.30.060(C)(2), AXXO Holdings LLC's plan for how it intends to conduct the neighborhood meeting must be submitted to and approved by the Director in compliance with the review schedule.

- In anticipation of this requirement, AXXO Holdings LLC's has included the following proposed plan for conducting the neighborhood meeting.
  - The neighborhood meeting will be hosted at a suitable gathering location at 800 N Switzer Canyon Drive. AXXO Holdings LLC will hold the public meeting(s) at the subject site if it is determined to be a suitable location for the meeting(s). While AXXO Holdings LLC has determined the location, date, and time of the neighborhood meeting, it will include such information in its plan sent to the Director in compliance with the review schedule.

AXXO Holdings LLC will, provide notices, via first class mail and email (if available) to the following parties:

- Property owners, citizens, jurisdictions, and public agencies within 300 feet of the proposed project per City Code 10-20.30.060 (c) (2) (a)
- All persons or groups whose names are on the registry of persons and groups described in Code Section 10-20.30.080(B) who are interested in receiving such notice; and
- If required by the Director, to any party falling within an expanded notification area.

Pursuant to Code Section 10-20.30.060(F), after the meeting(s), AXXO Holdings LLC will create a written summary of the meeting(s) and will submit the report to the Director in its next formal submission. The report will include the information specified in Code Section 10-20.30.060(F), including (i) certification, on a form established by the Director, that the meeting was properly noticed and conducted; (ii) dates and locations of all meetings; (iii) a copy of the notices provided, including dates and number of mailings or deliveries; (iv) a copy of the mailing list and

a summary of where residents, property owners, and potentially affected citizens receiving notices were located; (v) the number and names of people that participated in the process and a copy of the 1/8-page advertisement published in the Arizona Daily Sun newspaper.

AXXO Holdings LLC understands the need for community involvement throughout the application process and welcomes the City's input on any of the information and plans we are proposing.