

## Citizen Participation Plan (AKA The Neighborhood Meeting Plan for Second Neighborhood Meeting and Second Neighborhood Meeting Notification) Wildcat Industrial Park

Citizen Participation Plan (The Plan below was prepared and approved by City Staff Prior to the Second Neighborhood Meeting, which explains why it is written in the future tense)

In accordance with Section 10-20.30.060 of the City of Flagstaff Zoning Code, the applicant will be holding at a second neighborhood meeting as part of its citizen participation efforts. Pursuant to direction from City Staff, the second neighborhood meeting will be virtual and will be held on Zoom to allow more citizen participation. While Staff previously agreed that only one neighborhood meeting was required, Staff later changed its mind to require a second neighborhood meeting because much time has passed since the first neighborhood meeting on August 18, 2020. It should be noted that after the first neighborhood meeting, Staff required the applicant to construct offsite improvements which included approximately 7,000 feet of a looped Waterline system to provide potable water and fire protection to the property. These improvements were required prior to proceeding with public hearings before the Planning and Zoning Commission and City Council. Now the applicant and his contractor have completed these offsite improvements and are ready to proceed with the final steps to have the property rezoned.

### Parties to be notified

In working with City Staff, it was determined the applicant should reach out to neighboring property owners within 1,000 feet of the applicant's parcels, to-wit: 113-07-004 and 113-07-003L. The applicant is not aware of any tenants or HOAs within 1,000 feet of the applicant's mentioned parcels. We have attached a list of all the properties within the 1,000-foot area with buffering maps showing the properties that are included. It is noted that there are six (6) property owners included within 1,000 feet not including the applicant, to-wit: BNSF, City of Flagstaff, Coconino National Forest Service, and three private owners (Vera Baker, and Robert and Geraldine Payne).

### Notification Methods

The applicant is proposing to mail (via first class mail of the United States Post Office) the attached Neighborhood Meeting Notice to all parties described above who are required to be noticed. The letter will invite these parties to a neighborhood meeting on Zoom that will be held on a weekday at 6:00 pm. The letter providing the Zoom meeting link will be sent by first-class mail no later than 15 days prior to the meeting.

A sign that will be at least 4' x 4' in area will be installed at the property's East Route 66 public right of way entrance at least 10 days before each neighborhood meeting. The sign will set forth the purpose, time, date, and place of the meeting. The attached Neighborhood Meeting Sign

document includes the sign content. The lettering size and design will use Public Hearing sign design standards, since this is what the community is used to seeing. The sign shall have a white background with black lettering, with a minimum 2” title text and minimum 1” letter size. It will also make it easier to re-use the sign to announce the public hearings (P&Z and Council). The sign shall be securely fastened to wooden or metal stakes. It will be made of laminated coroplast, laminated plywood, or other suitable construction material. The height of the sign shall be at least four feet from the finished grade to the top of sign and shall not be obstructed from view. There will be a tube containing printed copies of the neighborhood meeting notice.

### Second Neighborhood Meeting Form, Structure, and Agenda

The meeting will begin with a presentation from the applicant’s team and will be followed by a question-and-answer session with participants, during which the applicant will attempt to address any concerns. The applicant’s proposed site plan and other plans will be displayed during the presentation. The applicant Robert Miller, his attorney Tony S. Cullum, and his other representatives Guy Ecklund, and Robert Begeley, will make a presentation. Tony Cullum and Guy Ecklund will lead the meeting and there will be a number of talking points to cover during the meeting. The applicant will also establish communication guidelines at the beginning of the meeting and will reiterate them throughout as needed. At the beginning of the meeting, the applicant’s representative will ask all attendees to provide their name and address in the chat box to record their attendance to the meeting. At the beginning of the meeting, the applicant’s project representative will inform the attendees that attendees will have the ability to use the chat function to respectfully ask questions and make comments, and in doing so, to respect the opinions of all attendees. The questions and comments will be addressed during the question-and-answer session following the presentation. Additionally, the attendees will be notified that they also will have the opportunity to verbally provide questions and input during the question-and-answer session of the meeting. They will be informed that they will have 3 minutes to speak and they will be notified when their 3 minutes are up, and only one person will be allowed to talk at a time. They will also be notified that if participants in the meeting continue to interrupt other attendees or presenters, then they may be removed from the virtual meeting.

Presentation and Display of site plan: Guy Ecklund and Tony Cullum will give a presentation to the attendees describing the rezoning request, including the area to be rezoned, the current and proposed use of this area, the current and proposed zoning, reasons behind the rezoning request, the improvements that will be made to accommodate development, and any other relevant information. Robert Miller, Guy Ecklund, and Tony Cullum will assist with the presentation and provide input and comments as necessary. Guy Ecklund will monitor the chat during the presentation. During the presentation, the applicant will also show the proposed site plan on the screen so the neighbors can get a full understanding of the site lay out and the proposed use subject to the rezoning.

Discussion with Attendees: The attendees will be muted during the presentation. However, while one member of the applicant’s team is speaking, the other two members will be monitoring the chat box to coordinate with attendees who communicate in writing during the meeting. Once

the presentation is made, the applicant and his representatives will open up the meeting to the attendees for verbal discussion and, as stated above, each attendee will have at least 3 minutes to speak. The applicant team will begin by answering any questions, or responding to comments written by attendees in the chat box during the presentation. The attendees will then be asked if they have additional comments or questions, and the meeting will be opened up to verbal discussion. The purpose of this part of the meeting is for the applicant and his representatives to engage in dialogue to attempt to address any concerns of the attendees. Once this discussion is completed, the meeting will be called to an end.

Additional opportunities for those potentially affected parties to discuss and provide input on the applicant's proposal:

The applicant and his representatives will continue to make themselves available throughout the rezoning process to answer and address questions and concerns. It is noted that the applicant and its project team's contact information is clearly set forth on the proposed meeting notice to make for easy ongoing communications with the community before and after the meeting. The applicant and his team will work to address, and attempt to resolve, any concerns expressed by members of the community prior to the meeting and, after the meeting, throughout the rezoning process either through email, by phone, or in person meetings that are specifically requested or arranged.

Following the second neighborhood meeting and efforts described above, the applicant will submit to the Planning Development Manager assigned to this rezoning case—Alexandra Pucciarelli—a Neighborhood Meeting Record of Proceedings and the Neighborhood Meeting Certification in accordance with Section 10-20.20-060 of the City's Zoning Ordinance. These are the methods that will be used to keep City Planning Staff and the City Planning Director informed of the status.

The Neighborhood Meeting Record of Proceedings will include details of techniques the applicant used to involve the public, including: 1) Dates and location(s) of neighborhood meetings; 2) Copies of letters, notices, newsletters, and other correspondence, including dates and number of mailings or deliveries; 3) A copy of the mailing list and a summary of where residents, property owners, and potentially affected citizens receiving notices, newsletters, or other written materials were located; 4) The number and names of people that participated in the process based on the sign-in sheet for the meeting; and 5) a dated photograph of the sign installed. The report will also include a summary of concerns, issues, and problems expressed during the neighborhood meeting, including, the substance of the concerns, issues, and problems, and the applicant's response to the comments received at the public meeting. The applicant's responses will be included on the site plan, illustrative plan, other planning documents(s), and/or in an associated report. If public comments are not included in any of these documents, an explanation of why they were not included must be provided.

Neighborhood Meeting Record of Proceedings (prepared after the neighborhood meeting took place)

After project representative Guy Ecklund worked with City Staff to confirm the above referenced citizen participation plan was acceptable and conformed to the Zoning Ordinance, and after it was also approved by City Staff, the applicant proceeded to implement the citizen participation plan by doing the following:

1) On November 30, 2023, the applicant mailed the attached Second Neighborhood Meeting Invitation Letter to all of the property owners within 1,000 feet of the property being rezoned. The letters were mailed via first class mail of the United States Post Office. It is noted that there are no tenants, and no owners' associations on neighboring properties within the 1,000 foot radius.

2) On December 4, 2023, the applicant installed a sign on the property in a visible location at the property's entrance off Old Route 66 to notify the public that the applicant and the applicant's project representatives would be holding a Public Virtual Neighborhood Meeting via Zoom on December 18, 2023 at 6pm. A dated photograph of the sign is attached hereto. The sign verbiage and installation conformed to the City Zoning Ordinance and was approved by City Planning Staff. The sign well exceeded 4x4 feet in area and it was installed in a place that was clearly visible from the Old E. Route 66 public right of way. The sign was installed more than 10 days prior to the neighborhood meet in conformance with the code.

3) The applicant held the virtual neighborhood meeting on December 18, 2023 at 6pm. The meeting was held in the manner set forth on Citizen Participation Plan set forth above. The meeting was well attended and the structure and format of the meeting conformed to the Citizen Participation Plan above. All the attendees were overwhelmingly in favor of the proposal. The following is an account of those who attended the meeting, along with their comments which have been noted into the record:

1. Warren S. Smith Jr., 7700 E. Old Walnut Canyon. Road, Flagstaff, Arizona, 86004: Mr. Smith expressed his full support for the zone change and, as a fellow contractor and heavy equipment operator, confirmed there is a great need inside the city limits for the proposed storage yard use. He indicated the proposed location is well suited for the proposed use.
2. Julie Smith, 7700 E. Old Walnut Canyon Road, Flagstaff, Arizona, 86001: She expressed her full support for the rezoning proposal. She also stated this will add to the value of residential properties in Flagstaff by keeping commercial vehicles off residential streets and helping to prevent them from being stored on residential properties in residential neighborhoods.
3. Val Peavy, 8190 Koch Field Road, Flagstaff, Arizona, 86004: Mr. Peavy is a local contractor and he and his family have been in the area a long time. Mr. Peavy expressed his full support for the zone change and, as a fellow contractor and heavy equipment

operator, confirmed there is a great need inside the city limits for the proposed storage yard use. He indicated the proposed location is well suited for the proposed use.

4. Jay Tubbs, 5100 E. Denali Dr., Flagstaff, Arizona 86004. Mr. Tubbs attended and voiced his full support for the project and how it would help contractors with heavy equipment storage and expressed there is a great need for heavy equipment storage use in the City of Flagstaff as there Flagstaff is lacking in areas where this type of use is available.
5. Mary Rinne, 1803 N. Wakonda Flagstaff, Arizona 86004: She indicated that she was attending to support the proposal. After learning about the project at the first neighborhood meeting, she indicated she was attending to affirm her full support for the project.
6. Mark Hoffner, 64 E. Oak Ave, Flagstaff, Arizona 86001: Mr. Hoffner is a salesman with the company known as United Rentals. Mr. Hoffner voiced his full support and reiterated the need for heavy equipment storage use in Flagstaff and voiced the proposed location was suitable due to its location in an heavy industrial area.
7. Austin Micheal Boyle, 5100 E Denali Dr. Flagstaff, Arizona 86004: Austin was very supportive of the project and the work that Robert Miller has done in the community. This project would alleviate numerous traffic issues in the residential areas.
8. Geary Redmond, 2120 N Navajo Dr., Flagstaff, Arizona 86001: Mr. Redmond indicated that there is a great need for off road truck parking in Flagstaff and this industrial park is the best place in town for it. Equipment parking and Storage parking is greatly needed in Flagstaff. He stated that he does not know of another place in Flagstaff more suitable for equipment and truck storage than the subject property.
9. Wayne Chadwick, Flagstaff Truck Center, Old Route 66, Flagstaff, AZ. 86004: Mr. Chadwick showed up virtually and was very supportive of the project. Owning a truck repair center, he realizes first- hand the need for off road truck and equipment storage and reiterated the proposed location is suitable in the existing heavy industrial area.
10. Travis Brooks, 9860 Girard Road, Flagstaff, Arizona 86004: Travis indicated that the City of Flagstaff Waste Water Treatment Plant adjacent to the subject property emits bad odor and the subject property would not be appropriate for residential use. He said the proposed storage use is well suited in the proposed industrial location.
11. Dawson Buck, 9026 E. Heyfield Dr. Flagstaff, Arizona 86004: Dawson was supportive based on the smell that comes from the sewage treatment plant and pointed out that the proposed industrial use is perfect at the proposed location.

**Summary of Concerns of the Attendees of the December 18, 2023 6:00pm Virtual Neighborhood meeting Regarding the Zoning Map Amendment for the 18.24 acre site known as the Wildcat Industrial Park located at 6500 E. Old Route 66 Flagstaff, Arizona, 86001.**

As stated above, the attendees were generally overwhelmingly in favor of the proposal. All attendees expressed full support. There were not negative comments or comments of opposition. All attendees expressed full support. There were not negative comments or comments of opposition.



## Tax Parcel

#	APN	Account #	911 Address	Owner Name	Owner Address
1	11307003N	R0056613	N/A	PAYNE ROBERT E & GERALDINE	2962 TOVAR TRL FLAGSTAFF, AZ 86005
2	11307003D	R0056606	N/A	RT 66 COMMERCE LLC	1801 N 2ND ST FLAGSTAFF, AZ 86004
3	11307010C	R7001637	N/A	BNSF RAILWAY COMPANY	PO BOX 961089 FORT WORTH, TX 76161-0089
4	11306004	R0349346	N/A	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001
5	11307001G	R0056604	7700 E OLD WALNUT CANYON RD	SMITH FAMILY TRUST DTD 04/01/13	7700 E OLD WALNUT CANYON RD FLAGSTAFF, AZ 86004
6	11307003H	R0056609	N/A	PAYNE GERALDINE	2962 TOVAR TRL FLAGSTAFF, AZ 86005
7	11307010B	R7001750	N/A	BNSF RAILWAY COMPANY	PO BOX 961089 FORT WORTH, TX 76161-0089
8	11307010A	R7001647	N/A	BNSF RAILWAY COMPANY	PO BOX 961089 FORT WORTH, TX 76161-0089
9	11307010	R7001759	6400 E ROUTE 66	BNSF RAILWAY COMPANY	PO BOX 961089 FORT WORTH, TX 76161-0089
10	11307003G	R0056608	N/A	RT 66 COMMERCE LLC	1801 N 2ND ST FLAGSTAFF, AZ 86004
11	11306002	R0066583	N/A	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001
12	11307003M	R0056612	7000 E ROUTE 66	PAYNE GERALDINE	2962 TOVAR TRL FLAGSTAFF, AZ 86005
13	11307003F	R0056607	7000 E ROUTE 66	PAYNE GERALDINE	2962 TOVAR TRL FLAGSTAFF, AZ 86005
14	11307003J	R0056610	N/A	RE ASSET MANAGEMENT LLC	PO BOX 30326 FLAGSTAFF, AZ 86003
15	11307003L	R0056611	N/A	RE ASSET MANAGEMENT LLC	PO BOX 30326 FLAGSTAFF, AZ 86003
16	11307002A	R0056605	2800 N EL PASO FLAGSTAFF RD	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001
17	11307001D	R0066584	N/A	FLAGSTAFF CITY OF	211 W ASPEN AVE FLAGSTAFF, AZ 86001
18	11307004	R0056614	6500 E ROUTE 66	RE ASSET MANAGEMENT LLC	PO BOX 30326 FLAGSTAFF, AZ 86003

19. Coconino National Forest Service  
1827 S. Thompson street  
Flagstaff, AZ 86001



# NOTICE

Notice is hereby given that RE Asset Management, LLC will be holding a  
**PUBLIC VIRTUAL NEIGHBORHOOD MEETING**

6:00 p.m. on December 18, 2023

ZOOM VIDEO MEETING LINK:

Join Zoom Meeting

<https://us06web.zoom.us/j/86955443503?pwd=bLv0ok2HgqIZCWTdmjeUCtJd54hppl.1>

Meeting ID: 869 5544 3503

Passcode: 445377

For the purpose of considering the following:

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## Zoning Map Amendment

Direct Ordinance via Site Plan Submittal process to Amend the City of Flagstaff's Rural Residential (RR) designation for an 18.24 acre parcel to be created with a City of Flagstaff land division permit from existing parcels 113-07-003L and 113-07-004 to a Heavy Industrial (HI) use. The meeting will introduce the use of leased storage yards for contractors and other businesses in the community on the 18.24 acre site located at 6400 E. Old Route 66 that was formerly used as a volcanic cinder mine.

Assessor's Parcel Numbers 113-07-003L, 113-07-004

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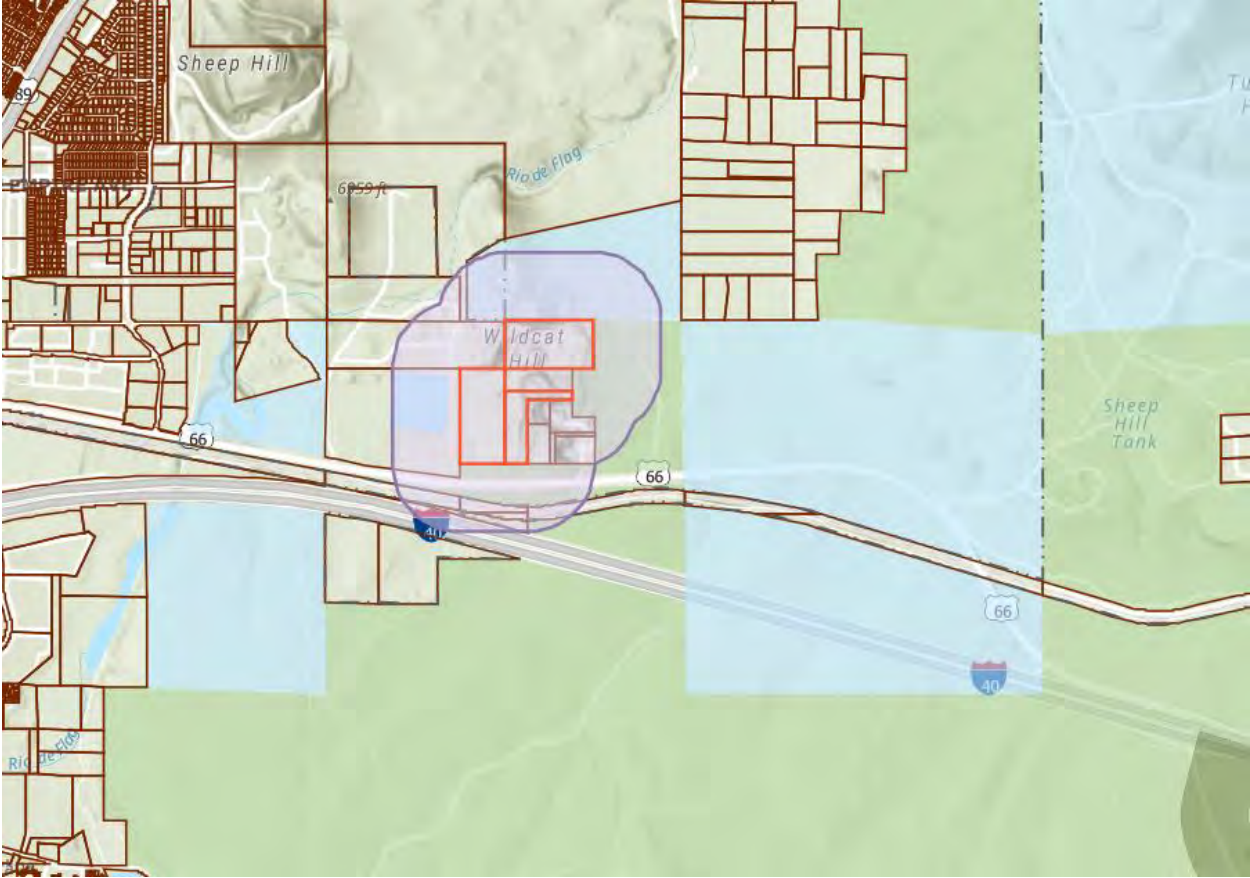
Interested persons may appear at the meeting and be heard for or against any proposed action regarding the area or may file a written statement.

### For Additional Information Contact

Alexandra Pucciarelli, Planning Manager  
City of Flagstaff, Community Development Department  
211 W. Aspen Avenue, Flagstaff, Arizona 86001  
(928) 213-2640, apucciarelli@flagstaffaz.gov



Map of 1000 Foot Radius





## Neighborhood Meeting Invitation

RE Asset Management, LLC  
Principal, Robert Miller  
6500 E. Route 66  
Flagstaff, Arizona 86004

Date November 30, 2023

RE: Proposed Rezoning/Zoning Map Amendment for the Project known as Wildcat Industrial Park; Project No. PZ-19-00181-02, Property Address 6500 E. Old Route 66, Flagstaff, Arizona, 86004; APN's Involved: 113-07-003L and 113-07-004

Dear Neighbor:

You may recall that we previously held a virtual neighborhood meeting regarding this project on August 31, 2020. Since then, we have been working to get the property ready to be rezoned, and our contractor, Warren Smith Contracting, has made offsite improvements which include extending City of Flagstaff public utilities (water) to the area of the property.

Although we are making no changes to the proposal we discussed at the August 31, 2020 neighborhood meeting, we are holding a second neighborhood meeting because some time has passed since the last meeting.

In this regard, we are pleased to invite you to our second Virtual Neighborhood meeting regarding this matter. As with the last meeting, we will be describing the nature of our proposal and the meeting is also an opportunity for you, as neighbors, to provide suggestions, concerns, and comments regarding our proposed zoning map amendment. The amendment will consist of a direct ordinance via site plan submittal process to amend the property's City of Flagstaff Rural Residential (RR) designation of an 18.24 acre parcel to be created with a City of Flagstaff land division permit from existing parcels 113-07-003L and 113-07-004 to Heavy Industrial (HI). The virtual Neighborhood Meeting will introduce the use of leased storage yards for contractors and other businesses in the community on the 18.24 acre site that has formerly been used as a volcanic Cinder mine.

The Virtual meeting will be held via Zoom at the following link on December 18, 2023 at 6:00pm:

**Need to new Zoom link**

The owner/developer Robert Miller of RE Asset Management, LLC, and his project team consisting of Attorney Tony S. Cullum, Project Paralegals Guy Ecklund and Dr. Boyle, and our project team, will be in attendance and available at the virtual meeting to answer any questions you may have as well as listen to your suggestions. A City of Flagstaff planning representative may also be in attendance and will be available to answer questions about the Zoning Map Amendment Process.

Thanks you for your consideration.

Sincerely,

RE Asset Management, LLC

### **Background and other Information**

RE Asset Management, LLC (and its Principal Owner, Robert Miller) owns the following 3 contiguous parcels located at 6500 E. Route 66, Flagstaff, Arizona 86004 totaling approximately 58 acres.

113-07-004 (40 acres); 113-07-003J (7.48 acres); 113-07-003L (10.22 acres)

Total property owned by RE Asset Management, LLC: 58 acres approx.

The parcels have historically been used as a volcanic cinder mine since long before the City of Flagstaff was incorporated and long before the City of Flagstaff's adoption of a zoning ordinance. Despite the fact that the property contained a heavy industrial mining use prior to the City of Flagstaff's incorporation, the City zoned the property RR (rural residential) when the city incorporated and adopted its zoning ordinance.

Although the 3 parcels owned by RE Asset Management continue to be used for volcanic cinder mining purposes, there are portions of Parcel 113-07-004 and 113-07-003L that have been mined out such that there are no longer any materials left for mining. RE Asset Management, LLC has therefore re-habilitated portions of parcel 113-07-004 and 113-04-003L totaling 18.24 acres to allow for other types of heavy industrial uses to occur on that portion of the parcel.

In this regard, RE Asset Management, LLC has discovered that there is a great need in the City of Flagstaff for Contractor Yard/Storage Yard space, especially for construction professionals and other businesses to store items that are not appropriate to be stored in non-industrial areas of the city (i.e., repo vehicles and trailer storage, river-runner

equipment, empty tank storage, etc.). In fact, there is simply nowhere in the City of Flagstaff or Coconino County for many such small business professionals to store their construction materials, equipment, and vehicles, etc. This has forced many small business owners to operate illegally out of their homes (or other non-industrial properties), leaving them vulnerable to complaints from residential neighbors as well as zoning enforcement proceedings by the City of Flagstaff and Coconino County.

In consideration of the foregoing, RE Asset Management, LLC is submitting a rezone/zoning map amendment application to the City of Flagstaff to rezone 18.24 acres of its property to allow the property to be rezoned from Rural Residential to Heavy Industrial to allow an 18.24 acre portion of its site to be used commercially as contractor yards or storage yards.



12/4/23

# NOTICE

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**PUBLIC VIRTUAL NEIGHBORHOOD MEETING**

6:00p.m. on December 18, 2023

ZOOM VIDEO MEETING LINK:

Join Zoom Meeting

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Meeting ID: 869 5544 3503

Passcode: 445377

to considering the following:

## Direct to Ordinance Zoning Map Amendment

The amendment proposes to amend the City of Flagstaff zoning map to rezone 18.24 acres from the Rural Residential (RR) zone with the Resource Protection Overlay (RPO) to Heavy Industrial (HI) zoning with the Resource Protection Overlay (RPO) for the purpose of allowing the use of leased storage yards for contractors and other businesses in the community.

Assessor's Parcel Numbers: 113-07-003L, 113-07-004

Interested persons may appear at the meeting and be heard for or against any proposed action regarding the area or may file a written statement.

For Additional Information Contact:

Alexandra Pucciarelli, Planning Manager

City of Flagstaff, Community Development Department

211 W. Aspen Avenue, Flagstaff, Arizona 86001

(928) 213-2640, [apucciarelli@flagstaffaz.gov](mailto:apucciarelli@flagstaffaz.gov)