

Burke County
Comprehensive Plan 2007-2027

Draft
*COMMUNITY
PARTICIPATION PROGRAM*



Prepared for:
Burke County
Waynesboro, Georgia

By:



MACTEC Engineering and Consulting, Inc.
Atlanta, Georgia
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Project 6311-06-0032

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1 Introduction

1.1 Purpose

The purpose of the Community Participation Program is to ensure that the Burke County Comprehensive Plan reflects the full range of the community's values and desires, by involving a diverse spectrum of stakeholders in development of the Community Agenda. A broad-based participation program helps ensure that the plan is implemented because many are involved in its development and thereby become committed to seeing it through. The Community Participation Program provides a concise schedule to guide the development of the Community Agenda, including planned community participation events or meetings at key points during the process. This document includes three required steps described in sections below:

- Identification of Stakeholders
- Identification of Participation Techniques
- Schedule for Completion of the Community Agenda

1.2 Scope

State law requires Burke County and its municipalities to update their respective Comprehensive Plans by October 31, 2007. The 2007 update of the plan, just as the previous plan, will be a joint plan that includes the County and the municipalities. As prescribed by the Georgia Department of Community Affairs (DCA), the update of the Comprehensive Plan follows the Standards and Procedures for Local Comprehensive Planning effective May 1, 2005. Burke County adopted its current Comprehensive Plan in January 1991.

For planning purposes, DCA classifies Burke County as an "Intermediate" planning level jurisdiction. The cities of Waynesboro and Sardis qualify as "Intermediate." The municipalities of Girard, Keysville, Midville and Vidette all qualify as "Minimal" planning level. Minimal planning level requires the update of the Community Vision and an update of the Short Term Work Program.

2 Identification of Stakeholders

Coordination and oversight are very important parts of the overall work effort for this project. This approach, to ensure proper management of the process, includes oversight by the Burke County Board of Commissioners, the Burke County Administrator, the City Councils and City staffs, Steering Committee and the Stakeholder Committee. Groups participating as stakeholders are listed below.

Burke County Board of Commissioners and Administrator

- Woodrow Harvey, Commissioner District 1
- Alphonso Andrews, Commissioner District 2
- R. Wayne Crockett, Commissioner District 3
- James M. Dixon, Commissioner District 4
- Henry Tinley, Commissioner District 5
- Merv Waldrop, Administrator

Waynesboro Mayor, City Council and Administrator

- Jesse C. Stone, Mayor
- Neal C. Leonard, Sr., Vice Mayor/Councilmember
- Bill Tinley, Councilmember
- James (Chick) Jones, Councilmember
- Richard H. Byne, Councilmember
- Curtis L. Bell, Councilmember
- Willie R. Williams, Councilmember
- Jerry Coalson, Administrator

Vidette Mayor and City Council

- Rob Peel, Mayor
- Ruth Oglesby, Councilmember
- Willie Mae (Will) Cooper, Councilmember
- Rosemary Baughman, Councilmember
- Vickie Woods, Councilmember

Sardis Mayor and City Council

- John T. Hamilton, Mayor
- Norman Elliot, Councilmember
- Michael Hamilton, Councilmember
- Todd Campbell, Councilmember
- Donnie Hickman, Councilmember
- Jeff Oliver, Councilmember

Midville Mayor and City Council

- Marion Brinson, Mayor
- Scotty Womack, Councilmember
- Norma Thorne, Councilmember
- Samuel Cummings, Councilmember
- Jack McLendon, Councilmember



Girard Mayor and City Council

- Ed Grunewald, Mayor
- Councilmembers' names to be added

Keyville Mayor and City Council

- Maggie Cartwright, Mayor
- Councilmembers' names to be added

Appointed Boards and Commissions

- Burke County Planning Commission
- City of Waynesboro Planning Commission
- City of Waynesboro Historic Preservation Commission

Steering Committee

- Merv Waldrop, Burke County Administrator
- Jesse C. Stone, Mayor, City of Waynesboro
- Jerry Coalson, Waynesboro City Administrator
- Maggie Cartwright, Mayor, City of Keyville
- Marion Brinson, Mayor, City of Midville
- John Hamilton, Mayor, City of Sardis
- Rob Peel, Mayor, City of Vidette
- Ed Grunewald, Mayor, City of Girard

Stakeholder Committee

- Central Savannah River Area Regional Development Center staff member
- Allen Woodward
- Rev. Glenn Wiggins
- Trinetta Skinner, Waynesboro Community Development Director
- Larry Askew
- Ashley Long, Chamber of Commerce
- Jerry Long, Development Authority
- Dub Harper, Development Authority
- Linda Bailey, Superintendent of Education
- Greg Coursey, Sheriff
- Will Duffie, Extension Service
- Rocky Samss
- William Edwards, Georgia Power
- Andrea Stein, Downtown (Waynesboro) Development Director
- Ella Jones, Augusta Technical College
- Jennifer Royal, Burke Medical Center
- Steve Blackburn, Subdivision Development
- Jesse Palmer, First National Bank
- Preston Conner, Southern Bank
- Beverly Black, Capital City Bank
- Sheryl Quick, Queensborough Bank
- Janet McClellan, Regions Bank
- Brent Cribb, Edmund Burke Academy Headmaster
- William Mizell, Business Owner
- David Hogan
- Mayor Jesse Stone, City of Waynesboro
- Mayor Maggie Cartwright, Keyville



- City of Midville Mayor
- Mayor John Hamilton, Sardis
- Mayor Ed Grunewald, Girard
- Jerry Coalson, City of Waynesboro

Project Management Team

- Merv Waldrop, Burke County Administrator
- Ron Huffman AICP – MACTEC
- Lee Walton, AICP – MACTEC
- Marty Sewell, AICP – MACTEC
- Paige Hatley – MACTEC
- Sandy Wexler – MACTEC
- Glenn Coyne, AICP – Coyne and Associates, LLC

Burke County Municipalities

- City of Waynesboro
- City of Vidette
- City of Sardis
- City of Girard
- City of Keysville
- City of Midville

Burke County, Regional and State Boards/Organizations

- Burke County Chamber of Commerce
- Development Authority of Burke County
- City of Sardis Development Authority
- Central Savannah River Area Unified Development Authority
- City of Waynesboro Redevelopment and Housing Authority
- City of Waynesboro Historic Preservation Commission
- Georgia Department of Transportation



3 Participation Techniques

Burke County will rely heavily on public input during the preparation of the Community Agenda. Techniques described below will include stakeholder committee meetings, steering committee meetings, interviews, workshops, web site, press releases, an open house, and public hearings.

3.1 *Steering Committee*

The Burke County Steering Committee includes representatives of each municipality and the County Administrator. The mayor of each municipality may participate in the committee meetings or designate another city staff member or elected official (e.g. city council member) to serve on the mayor's behalf. The steering committee held a meeting in August 2006 where they were introduced to the planning process and began defining preliminary issues and opportunities. They held a follow up meeting prior to the Board of Commissioners Public Hearing in December 2006.

The steering committee's role, to date, includes providing the consultant team with information on future plans, existing conditions and major concerns in each city that provide insight in developing the Community Assessment and Analysis of Supporting Data. In addition, the committee will receive drafts of the major plan components at various points during the process and are responsible for reviewing the documents.

3.2 *Stakeholder Committee*

The stakeholder committee will be selected by the County Administrator from a list of nominations provided by the Steering Committee. Members may include a mix of elected or appointed city or county officials, key property owners, neighborhood leaders, chamber and other economic development professionals, community service providers, areas residents, representatives from the Central Savannah River Area Regional Development Center and others with some stake in the future development of the County. The stakeholder committee will build off of the community input from the community workshops and provide guidance to the consultant team as they clarify the various components of the plan.

3.3 *Stakeholder Interviews*

During the development of the Community Agenda, the consultant team will conduct one-on-one interviews with key community leaders as needed. The Steering Committee may nominate individuals with diverse interests that will reflect the diversity of the County. The County Administrator may select individuals from the Steering Committee list for the consultant team to interview. Interviews will take place in person and by telephone.

3.4 *Community Workshops*

Burke County will hold four Community Workshops at four subarea locations in the County in March 2007. These meetings will focus specifically on the subarea served by the meeting location and also focus on county-wide planning policies. Sites will likely include public schools, city halls and other community buildings meeting space that accommodate the meeting



format. The various locations and dates will give county residents several opportunities to offer their input on the future of Burke County. The consultants will use the input from the workshops to finalize the issues and opportunities, character areas and to define a community vision.

3.5 Open House

The Open House will take place a few weeks following the Community Workshops and the subsequent meetings of the stakeholders committee. The Open House will bring together all three sub areas for an open house and final plan presentation in late April 2007. Participants will view the plans prepared for the County and will also have the opportunity to offer comments that may result in changes to the plan prior to the transmittal public hearing.

3.6 Elected Officials Briefings

The consultant briefed the Burke County Board of Commissioners on the comprehensive planning process and requested and received preliminary ideas from the Commissioners about the most important issues facing Burke County. The meeting took place during a regularly-scheduled Board of Commissioners meeting in June 2006.

The consultant team will also meet with the Board of Commissioners and the elected officials of each municipality in a joint public meeting to take place prior to the Public Hearings for the Transmittal of the Community Agenda. The officials will be briefed on the contents of the plan as well as the procedure required for moving forward with adopting the Transmittal Resolution for the Community Agenda.

3.7 Public Hearings

The Burke County Board of Commissioners will hold two public hearings during the planning process. The first public hearing will announce to the public that the planning process for updating the comprehensive plan is underway. The second public hearing will brief the community on the contents of the Community Agenda. The following paragraphs describe the two public meetings in greater detail.

Public Hearings: Transmittal of Community Assessment and Community Participation Program

The Burke County Board of Commissioners held a public hearing on December 12, 2006 where they informed the public of the plan's project schedule and how they can get involved as outlined in this document. The public hearing also provided the community an opportunity to comment on the draft Community Assessment. The Community Assessment highlights the issues and opportunities that will be taken into consideration in developing the Community Agenda. City councils in each of the "Intermediate" planning level municipalities in Burke County must also approve the Transmittal Resolution prior to submittal. "Minimal" level municipalities may also adopt a transmittal resolution, but this is not required.

Following the public hearings, and based on input from the public and county officials, the Community Assessment, Analysis of Supporting Data and Community Participation Program documents will be transmitted to the Central Savannah River Area Regional Development Center for review and comment.



Public Hearings: Transmittal of the Community Agenda

The Burke County Board of Commissioners will hold a Public Hearing for the adoption of the Transmittal Resolution for the Community Agenda. Each municipality (Intermediate and Minimal level municipalities) will also hold Public Hearings.

The Public Hearing provides an opportunity for residents to make final suggestions, additions or revisions and notify the community of when the Community Agenda will be submitted to the Central Savannah River Area Regional Development Center for review. City councils in each of the municipalities in Burke County must also approve the Transmittal Resolution prior to submittal.

Following the public hearings, and based on input from the public and county officials, the Community Agenda will be transmitted to the Central Savannah River Area Regional Development Center for review and comment.

Public Hearings: Plan Adoption

The Burke County Board of Commissioners will hold a Public Hearing for the adoption of the Comprehensive Plan following the CRSA RDC and DCA review of the plan. Each municipality (intermediate and Minimal level municipalities) will also hold Public Meetings for Plan Adoption.

3.8 Web Site

The Burke County Administration Office will post the Community Assessment, Analysis of Supporting Data, Community Participation Program and the Community Agenda on the Burke County website for public review at various points throughout the planning process. Browsers will be able to download the documents in PDF format and will be provided with contact information in order to submit comments by traditional mail, by e-mail, or by telephone. The Burke County website address is as follows:

<http://www.burkecounty-ga.gov>.

3.9 Media Strategies

Press releases will be prepared and distributed to the newspaper, radio and television stations that serve the Burke County area. The press releases will be used to announce public meetings and the posting of documents for public review. Press releases will include contact information for the Burke County Administration office.

In addition to press releases, Burke County will work with Comcast, the local cable television provider, to include on the government information channels announcements of the public meetings and locations to view posted documents for public review.



3.10 Schedule for Completion of the Community Agenda

Figure 1 shows the full proposed schedule for completion of the Community Agenda. Major upcoming milestones in this schedule include:

- Board of Commissioners/Municipal Councils Public Hearings
 - Community Assessment/Community Participation Program Transmittal Resolution – December 2006 to January 2007
 - Community Participation Program Transmittal Resolution – May 2007
- Plan adoption – August thru October 2007

Figure 1: Proposed Schedule for Completion

<i>December 2006</i>	
12/4-12/12	Public Review Period - Community Assessment (CA), Analysis of Supporting Data (ASD) and Community Participation Program (CPP)
12/12	Stakeholders Meeting
12/12	Steering Committee Meeting
12/2006 – 2/2007	Public Hearing at BOC and Cities; Transmittal of CA and CPP
<i>February 2007</i>	
2/5	Joint Meeting of the Steering Committee and Stakeholders Committee
<i>March 2007</i>	
3/5	Community Workshop – North/Northwest Area @ Keysville
3/5	Community Workshop – East @ SGA Elementary School in Sardis
3/6	Community Workshop – South/Southwest Area @ UGA Southeast Research and Education Center
3/6	Community Workshop – Central/Waynesboro @ Burke County Library in Waynesboro
<i>April 2007</i>	
Week of 4/9	Steering Committee Meeting
Week of 4/9	Stakeholders Committee Meeting
4/24	Open House @ Burke County Library in Waynesboro
Week of 4/30	Transmittal Presentation to Joint Meeting of the BOC and city councils
<i>May 2007</i>	
5/7 – 5/15	Public Hearing at BOC and Cities: Transmittal of C-Ag
<i>August – October 2007</i>	
8/6 – 10/16	BOC and Cities Plan Adoption



Appendix

1. Public Meeting Notice Flyer
2. Press Release



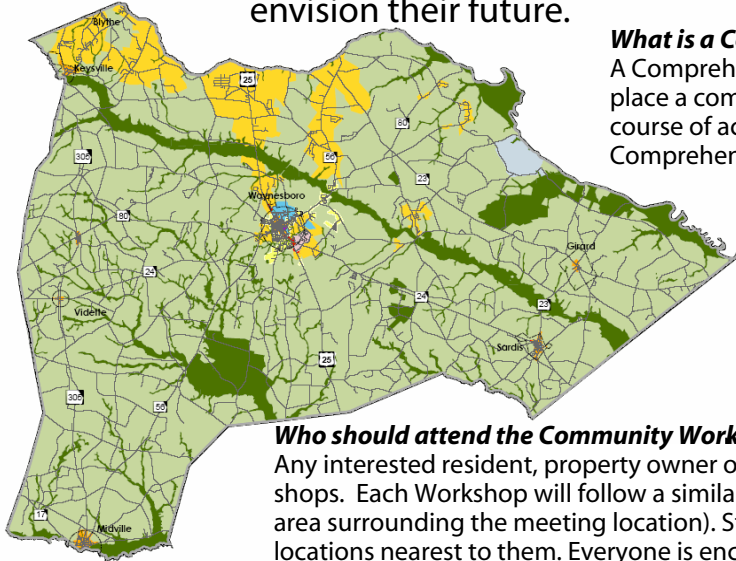
Public Meeting Notice Flyer





You are invited to create the vision for future growth and development in Burke County!

Burke County, in association with the cities of Keysville, Girard, Midville, Sardis and Waynesboro, is updating its comprehensive plan. Public Community Workshops are planned to help each community envision their future.



What is a Comprehensive Plan Update?

A Comprehensive plans establishes a clear vision of the kind of place a community wants to be in the future, and provides a course of action to build what stakeholders envision. A Comprehensive Plan shapes decisions such as:

- Location of commercial, office, residential and open space land uses
- Necessity of infrastructure expansion
- Areas of environmental or historical significance that should be protected
- Necessity and/or appropriateness of existing land use controls (e.g. zoning)

Who should attend the Community Workshops & Open House and which should they attend?

Any interested resident, property owner or business owner should attend one of the four Workshops. Each Workshop will follow a similar agenda, yet focus on a particular area (i.e. general area surrounding the meeting location). Stakeholders are encouraged to attend workshops at locations nearest to them. Everyone is encouraged to attend the Open House.

How can I prepare for the meetings?

1. Take time to think about what you want the community to be like in the future.
2. Read the *Burke County Community Assessment*, available at <http://www.burkecounty-ga.gov/> to familiarize yourself with preliminary issues and opportunities that have been identified.
3. Call neighbors, friends, members of your organization, or congregation and to invite them
4. Prepare your ideas, questions, and concerns to be expressed at the meeting. You might consider the following:
 - What areas of your community are experiencing change?
 - Are there areas, streets or corridors that need special attention?
 - What are some specific uses or opportunities you would like to have (for example, more shopping? A community center? more parks? more office space?)
5. Write down the ideas and questions of others who can't attend a meeting to be sure they are included.

Community Workshop & Open House Schedule

Workshop — North/Northwest Area
Mon., March 5, 2007
7:00 p.m. to 9:00 p.m.
Keysville City Hall

Workshop — East Area
Mon., March 5, 2007
7:00 p.m. to 9:00 p.m.
SGA Elementary School

Workshop — West/Southwest Area
Tues., March 6, 2007
2:00 p.m. to 4:00 p.m.
UGA Experiment Station (near Midville)

Workshop — Waynesboro/Central Area
Tues., March 6, 2007
6:00 p.m. to 8:00 p.m.
Burke County Library

Open House — Countywide
Tues., April 24, 2007
6:00 p.m. to 9:00 p.m.
Burke County Library

Contact Information

Burke County website: <http://www.burkecounty-ga.gov/>
Merv Waldrop @ (706) 554-2324 or merv.waldrop@burkecounty-ga.gov
Marty Sewell @ (404) 817-0210 or masewell@mactec.com

Press Release



FOR IMMEDIATE RELEASE

Contact:

Merv Waldrop
County Administrator
Burke County, Georgia
(706) 554-2324
merv.waldrop@burkecounty-ga.gov

Marty Sewell
Senior Planner
MACTEC Engineering and Consulting, Inc.
(404) 817-0210
masewell@mactec.com

PUBLIC TO PLAN FUTURE OF BURKE COUNTY AT UPCOMING WORKSHOPS

WAYNESBORO, Ga. February 19, 2007 – Tomorrow, you and the communities of Burke County may be asked to consider a new subdivision, a new commercial development or perhaps a new industrial facility. You and your community may need a new park, a new school or a new road someday. The process available for you and your Burke County neighbors to plan for the future is underway. Opportunities for your participation are only a few days away.

Burke County, in association with the municipalities of Girard, Keysville, Midville, Sardis, Vidette and Waynesboro, will hold a series of public meetings this spring to update the *Burke County Comprehensive Plan*. Burke County has contracted with **MACTEC Engineering and Consulting, Inc.** to prepare the plan. The public participation opportunities will take place in the following three rounds:

- **Community Workshops** that will take place at four locations in Burke County on March 5 and 6 (see attached fact sheet for specific dates and times)
- **Open House** that will take place in Waynesboro on April 24
- **Public Hearings** that will take place at city councils of each municipality and at the County Board of Commissioners in May/June (dates and times for these meetings are TBA)

The Community Workshops will allow property owners, business owners and residents an opportunity to discuss growth issues, identify issues and opportunities and begin to establish a vision for the future. Each of the four Community Workshops will follow the same format. Everyone is welcome to attend one or all meetings. The planning team will prepare a draft plan following these meetings that includes the public input from these workshops

Community planners along with county and city staff will present a draft of the Burke County Comprehensive Plan at the Open House on April 24. The open house will bring each of the sub areas together for the final plan presentation and provide for one-on-one communication with the planning team and city and county staff.

Public Hearings will take place in May and possibly June at the County Board of Commissioners and at each city/town council (Keysville, Girard, Sardis, Vidette and Waynesboro). These public hearings include the presentation of a Transmittal Resolution that each elected body will consider. The resolution authorizes the county staff to submit the plan to the Central Savannah River Area Regional Development Center and the Georgia Department of Community Affairs for review.

A Comprehensive Plan establishes a clear vision of the kind of place a community wants to be in the future, and provides a course of action to build what stakeholders envision. The plans, created by community residents, property owners and business owners with the assistance of the staff of the County and each municipality, serve as a policy guide on how the County and each community is to develop over time.

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