

## COMMUNITY PARTICIPATION PLAN

### INTRODUCTION

The Community Participation Plan describes the methods by which the City of Johns Creek officials will engage the public in developing the Community Agenda. It also presents a schedule of activities and benchmarks for the participation process.

Involving a diverse set of stakeholders in the planning process will help ensure that the Community Agenda reflects the values of the City's citizenry. Meaningful involvement by informed constituents will also validate the Community Agenda as a community-endorsed, public policy document used to guide future land use decisions. When many members of the community participate in establishing the Community Agenda, they lend support to city officials in the implementation of the policies established within the document.

The City undertakes its first Comprehensive Plan in conjunction with the development of its **Transportation Master Plan** and **Green Plan**. This approach will allow the respective master plans to inform each other and unify planning efforts. It will also maximize citizen involvement throughout the year-long planning period. The City's Department of Community Development manages a **Planning Team** that incorporates staff from Engineering, Public Works, Communications and the Community Development Department along with a consultant team with expertise in land use, public law, public finance, transportation and greenspace planning.

The City Council appointed a Citizen Advisory Committee (CAC) to steer the process.

#### Review Process

Prior to the development of a Community Agenda, the Department of Community Affairs (DCA) requires that the local jurisdictions transmit the Participation Plan along with a Community Assessment for review. The Atlanta Regional Commission (ARC) is the regional arm of DCA that reviews these two documents to determine whether or not they are complete; upon this verification, ARC in turn transmits these documents to DCA. DCA conducts a report of findings and recommendation, and ARC issues the local government a final report that includes DCA's comments.

#### Recent Planning and Development Activities in Johns Creek

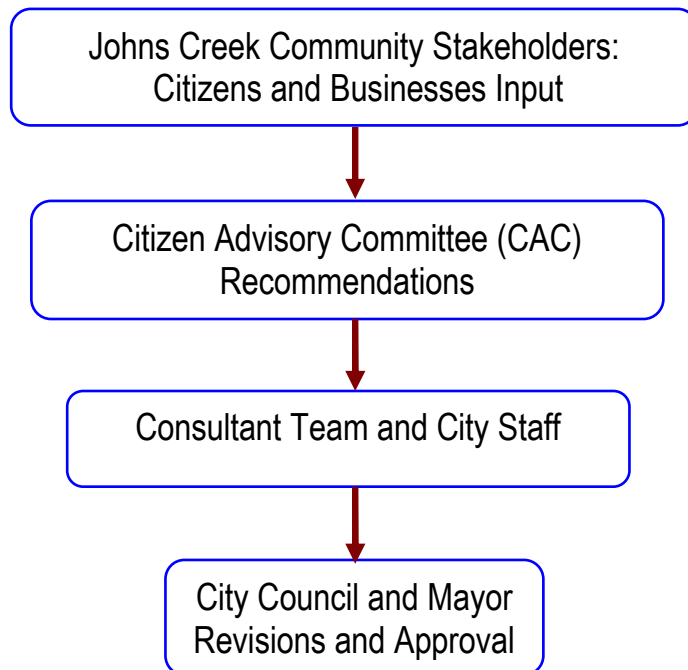
During the time period citizens were organizing to become a new city, a series of planning activities were undertaken regarding the future of the area. The Planning Team will build on prior exercises and ensure that the public has documents resulting from those efforts available to them. These include:

- *City of Johns Creek Interim Comprehensive Plan.*
- *Application: 141/Medlock Bridge - Livable Centers Initiative (Committee for a Johns Creek LCI)*
- *Governors Commission Report for City of Johns Creek.*
- *Signal Survey and Sidewalk Survey*
- *Fulton County Comprehensive Plan: Focus Fulton 2025*
- *Park, Recreation and Greenway Master Plans: Shakerag, Newton Park, Fulton-Johns Creek Greenway*

*Fulton County Comprehensive Plan: Focus Fulton 2025.* A few of the CAC members previously served on the Steering Committee involved with the Fulton County Comprehensive Plan. While Johns Creek citizens participated in the formulation of Focus Fulton, this plan addresses the broader “North Fulton Area,” without a focus specific to the Johns Creek City boundary. Thus, issues particular to the City are not necessarily reflected in the final documents. Nonetheless, those who were involved bring a valuable resource to the City’s planning process, as seasoned in the overall State requirements and how the City fits into a County and State-wide planning context.

## STRUCTURE OF PLANNING PROCESS

The following chart shows the organizational structure for the planning process. Sections further below will detail techniques for public engagement; the Citizen Advisory Committee serves as a partner with the City in conducting outreach to inform the community on the Comprehensive Plan and in devising policy recommendations. The Council and Mayor, however, retain final authority to approve the documents generated from the participatory approach and, as the body that must deliberate budget constraints and competing priorities, may modify the recommendations that they receive.



## CITIZEN ADVISORY COMMITTEE

Before launching the Comprehensive Plan process, City Council organized a Citizen Advisory Committee to represent the broader citizen base of the community. In May, 2007, the Johns Creek City Council appointed 19 members Citizen Advisory Committee, which incorporates subcommittees for Transportation and Greenspace to the planning. A coordinated kick-off meeting for the entire CAC and its subcommittees was held on September 26, 2007.

The Citizen Advisory Committee will be convened regularly, both prior to and in between the community meetings; Committee members have agreed to attend the community meetings in order to hear the input from the larger audience and assist in interpreting that information. The Citizen Advisory Committee will be tasked with reviewing consultant documentation, and providing feedback based on the community input into the vision for the City. The Citizen Advisory Committee will also review the synthesis of community input, and the proposed crafting of appropriate goals and policies as prepared by the consultant team. The following members were appointed to the Johns Creek Comprehensive Plan Citizen Advisory Committee:

<p><b>Advisory Committee: Comprehensive Plan</b>          Scott Barksdale          Jay Bokisch* (Chair of Transportation)          Andra Conway          Cleve Gaddis          Tim Jeanette          Donald Mairose          Kerry Middlebrooks          Margie Robinson          Irene Sanders          Rose Shane          Brad Tracy* (Chair of Green Plan)</p>	<p><b>Transportation Subcommittee</b>          Jay Bokisch, Chairman          Mitch Copman          Robert Horne          Edward "Skip" Rolquin          Major Thompson</p>
	<p><b>Green Plan Subcommittee</b>          Brad Tracy, Chairman          Geoff Berlin          Jim Hamlin          David Kornbluh          Sean Auerbach</p>

## RECOMMENDED STAKEHOLDER LIST

As part of targeted public outreach efforts, the Comprehensive Plan effort will engage a network of community organizations, businesses, and small groups to serve as both a source of input as well as a channel for distributing information to the broader community as a whole. These groups will be engaged in order to distribute meeting notices, posters, and agendas to broader groups; they will also be tapped to provide feedback on how to improve the outreach process and shape the content of meetings and presentations so that they meet a variety of needs.

The City has already gathered contact information (email, telephone and leadership) for the following set of civil groups and businesses, as well as a series of Home Owner associations. The City considers it important for the Stakeholder list to be a living document to allow for additional participants throughout the process. As such, the City formalized the process for updating the stakeholders list through the monthly CAC meeting, which reviews the list to ensure that a "snowball" method of expanding outreach will occur.

To ensure the broadest representation of the City, community meetings will also include an opportunity for participants to add stakeholder representative names and contact should participants identify gaps. Along with other documentation regarding public engagement activities and efforts, the final list of stakeholders will be attached in an Appendix of the final Comprehensive Plan documents when the Community Agenda is completed.

**Community Groups/Neighborhood Associations**

Johns Creek Community Association  
Homeowners/Condominium/Neighborhood Associations  
Business Associations

**City Boards, Associations, and Departments**

Autrey Mill Nature Preserve and Heritage Center	Johns Creek Chamber of Commerce
Planning Commission	North Fulton Chamber of Commerce
Public Works	Utilities
Transportation Agencies	

**Other Civic Group Leadership**

Schools	Religious/Faith Community
Sport, Environmental, Cultural Associations	Education Associations
Garden Club	Boy Scouts/ Girl Scouts
Key Corporate investors	Large property owners
Johns Creek Beautification	
Lions/Kiwanis/Rotary Clubs and other non-profit organizations	

**PARTICIPATION TECHNIQUES**

The Planning Team will conduct a minimum of three (3) community meetings covering land use, greenspace and visioning, as well as three (3) community meetings focused on transportation planning. The City plans to conduct four total public hearings on the three sets of plans. In addition, the consulting teams will facilitate at least one Open House to present the findings of the combined planning efforts.

The City of Johns Creek will engage the community using a variety of techniques, depending upon the purpose of achieving community involvement. The following section identifies different techniques and organizes them by purpose.

**Education/Information**

- |                               |  |
|-------------------------------|--|
| Website –                     | A web link has been created on the City web page with draft documents and draft documents. The City website will also be set up to receive direct Citizen feedback for the Comprehensive Plan process.<br><a href="http://www.JohnsCreekga.gov">www.JohnsCreekga.gov</a> |
| Lobby Displays –              | Post maps and information at City Hall.  |
| Printed and Email bulletins – | Flyers and Newspaper information will be distributed; flyers announcing public hearings to be mailed when feasible.  |

The City produces a monthly email newsletter which goes out to approximately 7,000 subscribers in the community; announcements will also be posted in the City's quarterly print newsletter, which is distributed through the Johns Creek Herald newspaper as an insert and also available at key distribution points around the city, i.e., libraries, schools, etc.

The City conducts e-blasts to approximately 7,000 subscribers notifying them of important meetings and events and will include Community Meeting information and the status of the planning process.

Media and Press Releases – The City will contact local newspaper(s) to advertise meetings and/or status of the plan to the community. The following newspapers will receive press releases and announcements: Johns Creek Herald (print); Northfulton.com (online version of JC Herald); Johns Creek Neighbor (print); North Fulton Times (Website); Northside section of the Atlanta Journal Constitution.

Mailing Lists – In addition to the email blast list that the City of Johns Creek uses, the Citizens Advisory Committee will be asked to draw on existing networks they participate in.

### **Public Input**

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Official Hearings – Four (4) public hearings will be held; one to present the Community Participation Plan and Community Assessment. Three more will consider the Transportation Plan, Green Space Plan, the Community Agenda as well as a presentation of the final plans that have been reviewed by DCA with any final revisions.

Community Meetings – A minimum of three (3) community meetings for the overall Comprehensive Plan and Green Plan will be conducted and an *additional* three (3) community meetings for the Transportation Plan (and the associated Transportation component of the Comprehensive Plan) will be held that include the interaction techniques below. These meetings may also include charettes and open houses.

To better facilitate community discussion, planning will have a geographic focus based on three Sub-Area planning areas, roughly associated with existing landmarks, neighborhoods and a distribution of school locations.

See Attachment I for a map that identifies the three Sub-Areas.

Website – The City of Johns Creek has created a web link on its main web page to inform the public regarding the process, schedule of activities and results to date. This sight will also be used to solicit public input. The address for the City of Johns Creek website is [www.JohnsCreekga.gov](http://www.JohnsCreekga.gov)

The Planning Team will prepare materials for updates to the website on a regular basis throughout the public participation process and will provide copies of draft documents for public review as they become available.

Select Interviews – Select stakeholders and city staff will be interviewed in order to gain more detailed information on certain topics, such as housing, economic development and local industry, population diversity, growth and needs, etc.

**Public Interaction**

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Vision, Goals, Objectives Meetings - Facilitated meetings to determine answers to three major planning questions: Where does Johns Creek want to be tomorrow? How will it get there? What Issues and Opportunities exist for the community to address and achieve its goals and vision?

**Public Partnership**

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Citizens Advisory Committee – The Committee and its membership is described in a prior section. See the following Schedule of Activities for CAC meetings.

Technical Advisory - City Staff has been selected to coordinate resources across various City departments and to provide technical advising and support as needed from affected departments. Furthermore, Marie Garrett, a consultant with 20 years experience in local planning and public finance, will provide technical directives and supervision of the planning team. Marie worked with the community as it pursued its status as a City. David Tedder, a land use consultant, mediator and lawyer with similar tenure in land use planning and government experience will coordinate the overall effort.

**COMPREHENSIVE PLAN SCHEDULE OF ACTIVITIES**

The City has prepared the following schedule for committee meetings, community meetings, open house events and public hearings. While the dates may change due to unforeseen reasons, the City and its consultant team will work to adhere to this schedule and post it in local media outlets.

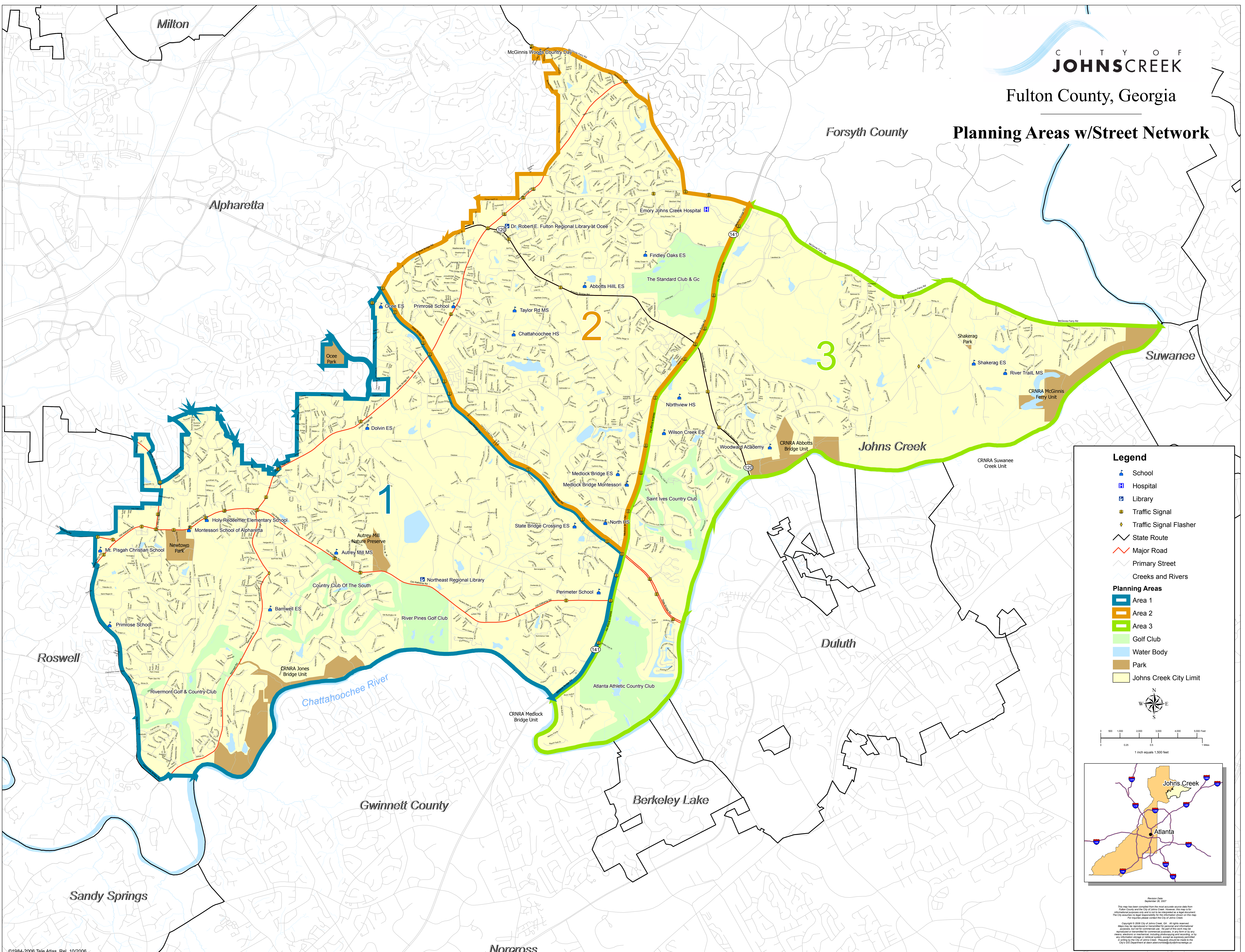
The Planning Team has organized the City into three Planning Subareas to allow focused approach of different areas of the City. Meetings will all be conducted at City Hall.

Johns Creek Comprehensive Plan Schedule Sept 07 - Nov 08

TASK ITEM	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
Kick-Off Meeting	* 9/26														
<b>Community Assessment (CA)</b>															
Data Collection															
Data Analysis															
Exec Summary & Tech Addendum															
Draft to CAC and City															
Public Hearing #1 (CA & CPP)					* 1/14										
Transmittal DCA (with Resolution)					* 1/15										
DCA Review(60-120 days)						√									
<b>Community Participation (CPP)</b>															
Draft CP Document															
CAC meetings (Subcommittees)			11/14	12/11		2/12	3/5	4/8	5/13	6/10					
Interviews and/or Focus Groups															
Community Meetings (land use, green space, vision)						* 2/26	3/11, 3/25								
Community Meetings (transportation)						* 2/19	3/6, 3/18					*8/26	*9/9		
Open House								* 4/24							
<b>Community Agenda</b>															
Issues and Opportunities															
Vision and Policy Objectives															
Future Development Map & Narrative															
STWP/Implementation Plan															
Draft															
Public Hearing #2										* 6/3					
Public Hearing #3											* 7/14				
City Resolution Transmit											*7/15				
DCA Review															
Public Hearing #4 Adoption															√ 11/10
<b>Transportation Master Plan</b>													√		√ 11/10

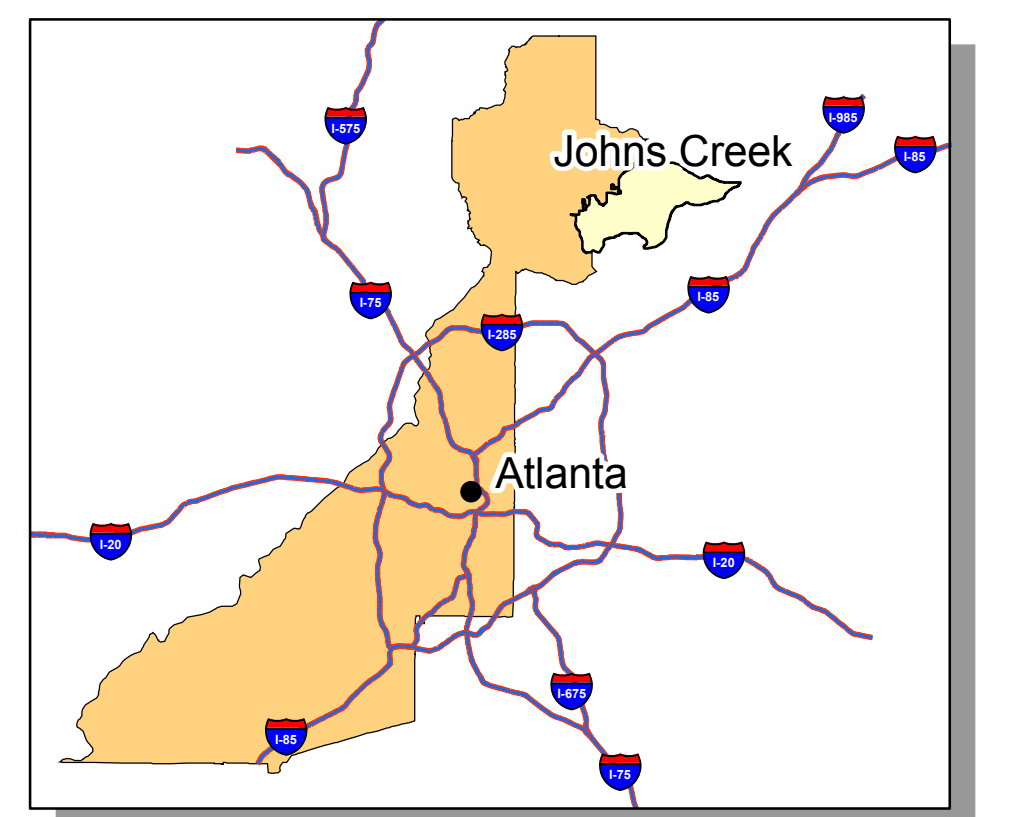
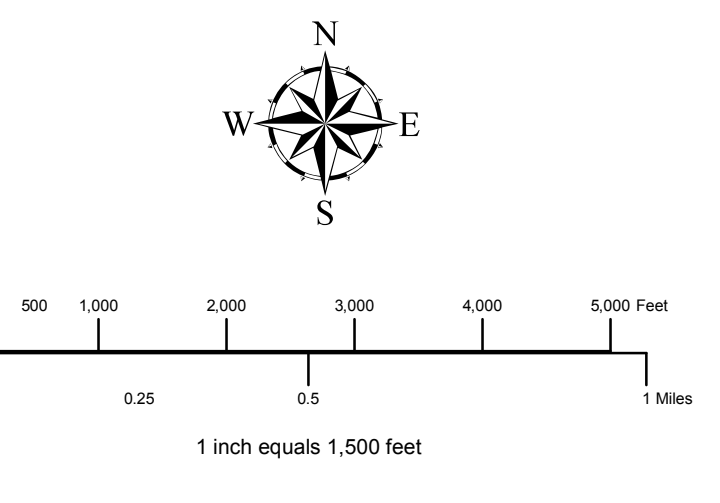


**Planning Areas w/Street Network**



**Legend**

- School
- Hospital
- Library
- Traffic Signal
- Traffic Signal Flasher
- State Route
- Major Road
- Primary Street
- Creeks and Rivers
- Planning Areas**
- Area 1
- Area 2
- Area 3
- Golf Club
- Water Body
- Park
- Johns Creek City Limit



Revision Date: September 26, 2007  
This map has been compiled from the most recent available data from Fulton County and the City of Johns Creek. However, this map is for informational purposes only and should not be used for legal or financial purposes. The City of Johns Creek is not responsible for any errors or omissions on this map. For more information, please contact the City of Johns Creek.  
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