

SHORT-TERM WORK PROGRAM 2011-2015 City of Clarkston, GA

FINAL DRAFT 01/04/2012

Item	Description	Fiscal Year(s)					Estimated Total Cost	Funding Source	Responsible Department/Agency
		2011	2012	2013	2014	2015			
HOUSING AND POPULATION									
H.1	Monitor citywide adherence to housing policies for desired mixes of housing types.	x	x	x	x	x	staff	General Funds	Planning & Development (P & D)
H.2	Review rezoning and master plan proposals for consistency with housing policies	x	x	x	x	x	staff	General Funds	P & D
H.3	Identify and publicize local, state, federal, and private/nonprofit housing programs and incentives to upgrade existing housing units (see IC 1)	x	x	x	x	x	staff	General Funds	P & D
H.4	Assess budget implications and mechanism for housing incentives for city personnel/staffing			x			staff	General Funds	Administration
ECONOMIC DEVELOPMENT AND REDEVELOPMENT									
ED.1	Conduct 10 -year update to LCI and adjust vision as necessary to reflect changing economic conditions					x	\$20,000 (match for \$100k total)	General Funds (pursue ARC-LCI)	Planning & Development
ED.2	Review and amend sign ordinance and business license procedures to ease process and shorten wait time.		x				\$3,000	General Funds	Planning & Development
ED.3	In association with business and community at large, create and assess and update "Vision" for the Clarkston Community through charrettes		x	x			\$10,000	General Funds/ULI	Administration/P&D
ED.4	Create electronic record systems for improved customer service and record keeping		x				\$15,000	General Funds	Planning & Development
ED.5	Web design improvements: update design for easier use and better imaging/messaging of city		x				\$15,000	General Funds	Administration
ED.6	Web content improvements: Promote and highlight activities such as pool, LCI implementation, trail amenity, Active Living Plan, etc		x	x			staff	General Funds	Administration
ED.7	Prepare budget and prioritization for wayfinding plan of action and implement strategic wayfinding signage (see also T.13)		x	x	x	x	staff	General Funds	Administration
CULTURAL RESOURCES									
CR.1	Identify and create database of cultural/historic resources;				x	x	staff	General Funds	P & D
NATURAL RESOURCES AND STORMWATER MANAGEMENT									
NR.1	Friendship Forest Tree Project planting	x	x	x	x	x	\$50,000	Grants/GF	PW/P&D/Admin.

Item	Description	Fiscal Year(s)					Estimated Total Cost	Funding Source	Responsible Department/Agency
		2011	2012	2013	2014	2015			
NR.2	Friendship Forest Tree: define Vision, prepare phased management plan, pursue Tree City USA funds		x	x	x		\$8,000	General Funds/Staff/Council time	P & D/Administration
NR.3	Update land development ordinances to delete contradictions and update per land disturbance authority; prepare procedures, application procedures and monitoring requirements on site development		x				\$18,000	General Funds	P & D/Admin.
NR.4	Finalize draft Tree Ordinance and implement new administrative guidelines & procedures		x	x			staff/Council	N/A	P&D/Council
NR.5	Submit final documentation for LIA (see IC. 7); Contract a water quality/S&E/stormwater inspector to provide enforcement of water quality regulations	x	x	x	x	x	\$25,000	City General Fund: inspection fees	P & D/Admin.
TRANSPORTATION/PUBLIC WORKS INFRASTRUCTURE									
T.1 (PI# 9217)	Streetscape Projects under GDOT Project	x	x	x	x	x	\$6 million	GDOT/GF/SRTA Loan/LCI/TIA	Administration
(PI# 9217)	Streetscape: East Ponce de Leon (I-285 to North Indian Creek)	x	x	x	x	x	see above	"	"
(PI# 9217)	Streetscape: Church St (I-285 to Norman Rd)	x	x	x	x	x	"	"	"
(PI# 9217)	Streetscape: North Indian Creek (East Ponce de Leon to Montreal Rd)	x	x	x	x	x	"	"	"
(PI# 9217)	Streetscape: Montreal Rd (from North Indian Creek to Church St)	x	x	x	x	x	"	"	"
(PI# 9217)	Streetscape: Market St (East Ponce De Leon to Rowland St)	x	x	x	x	x	"	"	"
	Streetscape: Norman Rd (Church St to Milam Park)	x	x	x	x	x	"	SRTA/CDBG	"
T.2	Streetscape: East Ponce De Leon (North Indian Creek to Friendship Forest)	x	x	x	x	x	"	GDOT/GF/SRTA Loan/LCI	"
T.3	Improve traffic signal timing and minor system improvements at North Indian Creek and East Ponce and Church Street		x	x	x	x	see above	GDOT/GF/SRTA Loan/LCI	Administration
T.4	Coordinate with DeKalb County CTP planned update		x	x			staff	NA	Administration
T.5	Enhance connectivity per LCI transportation plan and /Clarkston Active Living Initiative		x	x	x	x	\$40,000	General Funds	P & D/Admin.
T.6	Pursue new LCI funding grants; "Last Mile Connectivity" and "Pedestrian Safety" related to transit stops	x	x	x	x	x	\$200,000	General Funds/TIA	Administration
T.7	Perform preliminary engineering and acquire necessary right-of-way for railroad crossing and other LCI/Earmark transportation projects.		x	x	x	x	\$600,000	GDOT/GF/SRTA Loan/LCI	P & D/Admin.

Item	Description	Fiscal Year(s)					Estimated Total Cost	Funding Source	Responsible Department/Agency
		2011	2012	2013	2014	2015			
T.8	Inventory and prioritize substandard local roads needing upgrades; prepare budget and schedule	x	x	x	x	x	\$10,000	General Funds/DeKalb Co.	Administration
T.9	Provide pedestrian improvements to Clarkston Lake dock area	x	x				\$25,000	General Funds	Administration
T.10	Develop and implement short and long range plans for capital, transportation and stormwater infrastructure projects	x	x	x	x	x	\$500,000	General Funds/Stormwater Enterprise Fund/Local-State-Federal Funding	Administration
T.11	Assess and implement where practical alternate methods of delivering public works services to residents	x	x	x	x	x	\$300,000	General Fund/Grants/DeKalb County	Administration
T.12	Integrate Complete Streets policy into Comp Plan and into development regulations as appropriate		x	x	x	x	staff	N/A	Planning & Development
T.13	Complete the sidewalk inventory to prioritize sidewalk maintenance, crosswalk and signage needs		x	x			\$5,000	General Funds/Grants	Administration
T.14	Signage: Pursue and implement grant for both roadway safety signage and wayfinding signage		x	x			\$3,000	General Fund/GDOT	Administration
COMMUNITY FACILITIES									
CF.1	Milam Park and Pool Facility: bid and construction	x					\$945,000.00	DeKalb County/CDBG	Council/Mayor/Admin.
CF.2	Upgrade Baseballfield and playground (conduct survey regarding use preference for fields)		x	x	x	x	\$40,000.00	General Fund	P & D/Admin
CF.3	Re-assess recreational uses at Milam Park and development strategic plan		x	x			\$15,000.00		Administration
CF.4	Waste management and recycle systems (privatized)	x	x	x	x	x	\$800,000	Sanitation Enterprise Fund	Administration
CF.5	Assess Public Works O&M role w/ future capital project implementation	x	x	x			\$10,000	General Fund	Administration
CF.6	Sidewalk maintenance and improvement: implement Clarkston Active Living Plan	x	x	x	x		\$15,000	General Fund	Administration
CF.7	Conduct a Needs Assessment for city facility space planning; prepare alternatives analysis for site location(s) and siting options that would resolve space deficiencies		x	x	x		\$4,000	General Fund	Administration
INTERGOVERNMENTAL AND BUSINESS/COMMUNITY COORDINATION									
IC.1	Coordinate with DeKalb County Community Development for housing and foreclosure programming		x	x	x	x	staff	NA	P&D/Administration

Item	Description	Fiscal Year(s)					Estimated Total Cost	Funding Source	Responsible Department/Agency
		2011	2012	2013	2014	2015			
IC.2	Coordinate with DeKalb County Parks & Rec regarding all County owned land; focus on trail and parks planning; coordinate with PATH to build on the bike path along CSX for potential bicyclist amenity/destination		x	x	x	x	staff	NA	P&D
IC.3	Coordinate with ARC, DeKalb County Public Works and GDOT for transportation improvements	x	x	x	x	x	staff	NA	Administration
IC.4	Initiate and seek business and community participation w/ Capital Projects at all phases of projects	x	x	x	x	x	\$5,000.00	General Fund	Administration
IC.5	Seek opportunities to develop a Business Improvement District in coordination with downtown business partners	x	x	x	x	x	10,000	General Fund	Administration
IC.6	Enhance coordination with immigrant population on quality of life issues	x	x	x	x	x	\$0.00	NA	Administration
IC.7	Establish relationship w/ CSX - RR Gateway to the Community	x	x	x	x	x	\$20,000	General Fund	Administration
IC.8	Seek Local Issuing Authority (LIA) status w/ DeKalb Soil & Water & EPD		x	x			\$5,000	General Fund	Administration
IC.9	Review city limit boundaries with DeKalb County in consideration of cities future growth and capital improvement plans		x	x			\$30,000	General Fund	Administration/City Council
IC.10	Work with ARC and the Metropolitan N Georgia Water District to implement water quality and supply management plans	x	x	x	x	x	\$5,000	General Fund	Administration
IC.11	Review and revise as appropriate Integovernment Service Agreement with DeKalb County		x	x			staff	NA	Administration
LAND USE AND URBAN DESIGN									
LU.1	Update zoning regulations to reflect current procedures	x	x	x			\$10,000	General Funds	Administration/ P&D
LU.2	Continue professionalization of zoning and planning review, with associated amendments to zoning and development regulations		x	x			\$5,000	General Funds	Administration/ P&D
LU.3	Create subdivision regulations independent from DeKalb County		x	x	x		\$10,000	General Funds	Administration/ P&D
LU.4	Seek grants and private sector funding to improve aesthetics of community		x	x	x	x	\$50,000	General Funds	Administration/ P&D
LU.5	Amend Comprehensive Plan to include updated policies and developments (Complete Streets policy, Active Living Plan, PATH trail, etc)		x	x			\$2,000	General Funds	P&D

City of Clarkston, GA: Report of Accomplishments 2006 -2010

Item	Description	Complete	Underway	Postponed	Dropped	Notes/Reason Postponed or Dropped
HOUSING						
H.1	Monitor citywide adherence to housing policies for desired mixes of housing types.		x			On-going; see STWP update H1-H4; IC-1,
H.2	Review rezoning, and master plan proposals for consistency with housing policies		x			On-going; see STWP update H1-H4; IC-1,
H.3	Identify and publicize local, state, federal, and private/nonprofit housing programs and incentives to upgrade existing housing units			x		On-going; see STWP update H1-H4; IC-1,
ECONOMIC DEVELOPMENT AND REDEVELOPMENT						
ED.1	Complete revised marketing brochure with assistance from DeVry Tech students or professional organization			x		lack of staff
ED.2	Contact community program coordinators at colleges, universities and technical institutes to determine how they can assist with the City's economic development and redevelopment efforts			x		lack of staff
ED.3	Establish an urban redevelopment agency and prepare an urban redevelopment plan based on LCI Study recommendations			x		lack of staff
ED.4	Aggressively market opportunities for redevelopment			x		lack of staff
ED.5	Work with merchants to identify and conduct promotional activities, and involve the business community in decision-making about matters that affect them		x			see STWP update ED 3 and IC 4 &5
ED.6	Establish task forces, as appropriate		x			
HISTORIC RESOURCES						
HR.1	Further investigate the potential of recognizing and protecting Black history and other historic resources in Clarkston			x		lack of staff
STORMWATER MANAGEMENT						
SWM.1	Consider the need to provide a stormwater collection system in Old Town to ensure redevelopment, at the time a Redevelopment Plan is prepared			x		lack of staff

City of Clarkston, GA: Report of Accomplishments 2006 -2010

Item	Description	Complete	Underway	Postponed	Dropped	Notes/Reason Postponed or Dropped
SWM.2	75 to 90 percent of the City's population will have achieved awareness of water resource protection issues				x	lack of staff and means to measure success
SWM.3	Respond to mandates of the Metropolitan North Georgia Water Planning District in terms of implementing its District-wide Watershed Management Plan		x			see STWP update NR 3 & 5; LU 2; IC 10
SWM.4	Provide training and certification programs for site designers and engineers to assure that the standards and criteria in the <i>Georgia Stormwater Management Manual</i> are met	x	x			prior staff received training and certification; identified need for new staff to meet certification
SWM.5	Initiate water quality monitoring efforts as may be required to meet Water District mandates	x				in conjunction with DeKalb co.
SWM.6	In conjunction with DeKalb County, consider the feasibility of initiating a stormwater utility to help fund maintenance of stormwater facilities	x				
SWM.7	Participate, as appropriate or required, in watershed improvement planning for substantially impacted watersheds (i.e., those that do not meet water quality standards and designated uses)		x			see STWP update NR 3 & 5; LU 2; IC 10
TRANSPORTATION						
T.1	Continue to participate in and help implement the DeKalb County Comprehensive Transportation Plan (CTP)		x			
T.2	Allocate \$4 million grant from federal government for transportation improvements		x			
T.3	Apply for federal funding through the LCI plan implementation process			x		
T.4	Enhance connectivity within and among Clarkston neighborhoods and communities through the design, introduction, extension and general improvement of walking, running, biking and multi-use trails and paths; sidewalks; connecting open spaces and pocket parks; and local streets, in accordance with LCI Study		x			pursuing funding sources to achieve this task

City of Clarkston, GA: Report of Accomplishments 2006 -2010

Item	Description	Complete	Underway	Postponed	Dropped	Notes/Reason Postponed or Dropped
T.5	Develop a safe and convenient vehicular and pedestrian option for crossing the CSX railroad tracks at Market Street to provide access from the north side of the town center to institutional and residential destinations on the south side		x			on-going
T.6	Perform preliminary engineering and acquire necessary right-of-way for railroad crossing and other LCI study transportation projects.			x		lack of staff
T.7	Construct bicycle and pedestrian projects called for in LCI study		x			on-going
T.8	Improve substandard roadways serving low density residential areas		x			on-going
T.9	Improve traffic signal timing and minor system improvements at North Indian Creek and East Ponce and Church Street			x		lack of funds
T.10	Initiate specific projects in accordance with the transportation recommendations of the LCI Study as described in this community agenda		x			through the pursuit of earmarked funding
T.11	Integrate railroad safety into school education programs and other safety programs			x		lack of staff
T.12	<i>Commute Options Information Campaign:</i> Distribute information about the various commute options available in Clarkston (vanpool, carpools, bike/walking and transit, including schedules) to new residents. Information should be posted on website and at City Hall.			x		lack of staff
T.13	Develop a Local "How to Ride Transit" Guide in several languages			x		lack of staff
T.14	Maintain a town center transportation information center at City Hall and at the community center that provides bus passes, maps, schedules, and information about ride-matching services			x		lack of staff
T.15	Host a "Ride with Council" day, when City Council members use MARTA to go to major destinations		x			on-going

City of Clarkston, GA: Report of Accomplishments 2006 -2010

Item	Description	Complete	Underway	Postponed	Dropped	Notes/Reason Postponed or Dropped
T.16	Add information on commute alternatives to website			x		lack of staff
COMMUNITY FACILITIES						
CF.1	Build new public works facility			x		staff downsized
CF.2	Expand city hall building space and parking			x		lack of funds
CF.3	Remove pavement from Friendship Forest		x			on-going
CF.4	Complete trails and boardwalks including interpretive signage in Friendship Forest		x			on-going
CF.5	Implement uniform (city assisted) solid waste containers for residential pickup	x				
CF.6	Complete church/city parking lot improvement project					on-going
CF.7	Purchase new garbage truck	x				
CF.8	Coordinate plans and programs for community facilities, shared parking, sidewalks, and emergency operations shelters with the DeKalb County school system and area colleges and universities.				x	unable to coordinate
CF.9	When justified, hire a water quality inspector or other personnel to assist with enforcement of water quality regulations			x		Pursuing contracted services to perform these inspections 2011
INTERGOVERNMENTAL COORDINATION						
IC.1	Hold coordination meeting with CSX and Georgia Department of Transportation (GDOT) to review recommended improvements		x			on-going
URBAN DESIGN						
UD.1	Expand the wildflower project along railroad tracks			x		
UD.2	Acquire easements or land, and install gateway improvements in identified locations of the city					on-going
UD.3	Develop citywide and character area-specific design standards for lighting, benches, trash cans and hardscape treatments		x			Completed design standards for TC district in 2008
CHARACTER AREAS						

City of Clarkston, GA: Report of Accomplishments 2006 -2010

Item	Description	Complete	Underway	Postponed	Dropped	Notes/Reason Postponed or Dropped
CA.1	Improve the community function, efficiency and aesthetic appeal of arterial roadways that border and/or divide the study area (as recommended in the LCI Study)					on-going
CA.2	Apply the Character Area Map as a guide in rezoning, special use, and development recommendations and decision-making	x				
CA.3	Add additional design guidelines as appropriate to further implement the desired outcomes of the Character Area Map (based on LCI Study)	x				
LAND USE						
LU.1	Rewrite the City's zoning, subdivision, and environmental land use regulations	x	x			still need to complete the rewrite of subdivision regulations
COMPREHENSIVE PLAN AMENDMENT						
CPA.1	Amend the comprehensive plan as appropriate					on-going
OTHER						
O.1	Complete Quality Growth Implementation Assistance project with Atlanta Regional Commission			x		



January 5, 2012

Dan Reuter
Chief, Land Use Division
Atlanta Regional Commission
40 Courtland St. NE
Atlanta, GA 30303

RE: Transmittal of Short Term Work Program and Report of Accomplishment: Five Year Update

Dear Mr. Reuter:

I am pleased to submit for your review the five-year update to the City of Clarkston's Short Term Work Program and Report of Accomplishments, pursuant to the standards established by the Department of Community Affairs (DCA). I understand these documents need to be reviewed by the Atlanta Regional Commission and DCA for approval, and, upon State approval, adopted by the City. With this action, the City will maintain our status as a Qualified Local Government.

We hope that ARC and DCA understand that the City of Clarkston has functioned without basic staff for some time, and appreciate your understanding of the City's delay in submitting this update.

Sincerely,


Keith Barker, City Manager

Enclosed:

Signed Resolution to Submit Documents for State Review
Short Term Work Program 2011-2015
Report of Accomplishments 2006-2010

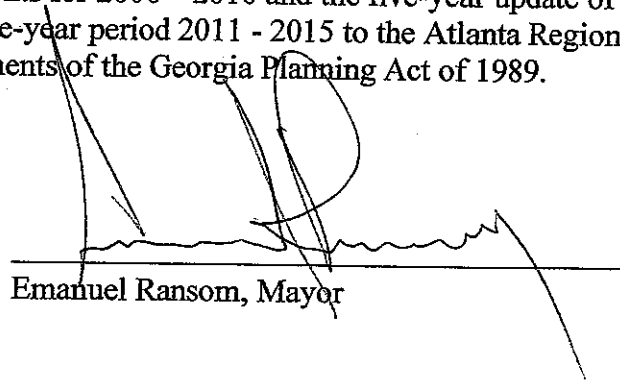
RESOLUTION

WHEREAS, the City of Clarkston has prepared a five-year update to its Short Term Work Program and prepared a Report of Accomplishments; and

WHEREAS, the five-year update of the Short Term Work Program was prepared in accordance with the Minimum Planning Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning Act of 1989, and a Public Hearing was properly advertized and held on January 3, 2012 at the City of Clarkston City Hall;


BE IT THEREFORE RESOLVED, that the Mayor and Council of the City of Clarkston do hereby submit the Report of Accomplishments for 2006 – 2010 and the five-year update of the Short Term Work Program covering the five-year period 2011 - 2015 to the Atlanta Regional Commission for review, as per the requirements of the Georgia Planning Act of 1989.

Adopted this 3rd day of January, 2012.



Emanuel Ransom, Mayor

ATTEST:



Tracy Ashby, City Clerk



City of Clarkston

April 20, 2012

Mr. Dan Reuter
Chief, Land Use Division
Atlanta Regional Commission
40 Courtland Street, NE
Atlanta, GA 30303

Dear Mr. Reuter:

We are pleased to inform you that the Mayor and Council of the City of Clarkston have formally adopted the City's 2011-2015 Short Term Work Program via the attached resolution. We understand that this action by the Mayor and Council will bring Clarkston back into compliance with the Minimum Local Planning Standards, which in turn will reinstate our city's Qualified Local Government Status.

Please contact me if you need additional documentation regarding this matter, or if you have any questions. I can be reached via telephone at (404) 296-6489 or via email at jgaines@cityofclarkston.com.

Thank you.

Sincerely,

Jason Gaines, AICP
Planning & Development Manager

CC: The Honorable Emanuel Ransom, Mayor
Keith Barker, City Manager
Tracy Ashby, City Clerk
File

Enclosure

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF
CLARKSTON ADOPTING THE 2011-2015 SHORT TERM WORK
PROGRAM UPDATE**

WHEREAS, the Georgia Planning Act of 1989 authorizes local governments throughout the State to prepare Comprehensive Plans to be used in guiding their future growth and development; and

WHEREAS, the City of Clarkston, pursuant to the implementation requirements of its Comprehensive Plan, has prepared a five-year update to its Short Term Work Program and prepared a Report of Accomplishments; and

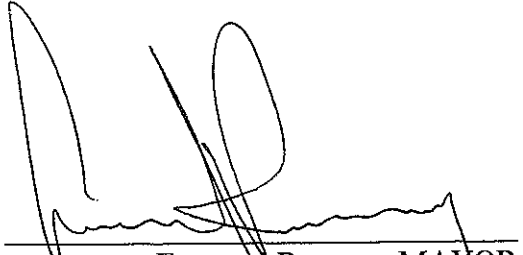
WHEREAS, the five-year update of the Short Term Work Program was prepared in accordance with the Minimum Planning Standards and Procedures for Local Comprehensive Planning established by the Georgia Planning Act of 1989, and a public hearing was properly advertised and held on January 3, 2012 at the City of Clarkston City Hall; and

WHEREAS, the five-year update of the Short Term Work Program and Report of Accomplishments were properly submitted to the Georgia Department of Community Affairs and the Atlanta Regional Commission for review, and each has determined that the five-year update of the Short Term Work Program adequately addresses the requirements of the Minimum Standards and Procedures for Local Comprehensive Planning.

BE IT THEREFORE RESOLVED that the Mayor and Council of the City of Clarkston hereby adopts the five-year update to its Short Term Work Program;

BE IT FURTHER RESOLVED, that the Mayor and Council of the City of Clarkston hereby authorizes this resolution to be submitted to the Atlanta Regional Commission and Georgia Department of Community Affairs so that the City of Clarkston regains its Qualified Local Government status.

Adopted this 17th day of April 2012.



Emanuel Ransom, MAYOR

Attest:



Tracy Ashby, CITY CLERK