



## Table of Contents

Introduction.....	2
Scope.....	3
A. Identification of Stakeholders.....	4
1. List of Stakeholders .....	4-5
B. Identification of Participation Techniques.....	6
1. List of Participation Techniques.....	6
1.1 Steering Committee.....	6-7
1.2 Website.....	7
1.3 Community Survey.....	7
1.4 Public Hearings.....	8
1.5 Community Wide Meetings.....	8
1.6 Community Workshop.....	9
1.7 Final Public Hearing.....	9
C. Schedule for Completion of the Community Agenda.....	10
1. Schedule for Completion.....	10
• Specific techniques.....	10
• Community participation schedule.....	10
D. Appendix	
1. City Council “Kick-off” Minutes (10/3/05).....	11-12
2. Steering Committee Minutes (12/6/05).....	13-15
3. Community Wide Minutes (3/21/06).....	16-18
4. Steering Committee Minutes (3/27/06).....	19-21



## Introduction

Public participation is the most critical step of the comprehensive planning process. Without public input, even the most well designed plan is worthless. As our communities become increasingly made up of diverse groups with varied interests, it becomes paramount to design a means to approach and obtain consensus from a cross section of the community.

Busy schedules mean that citizens will appreciate convenient, comfortable, and quick means in which to stay informed about government services and community issues. Citizens may also enjoy combining the responsibility of staying informed with the opportunity for social interaction. This Community Participation Program was designed with these principles in mind and with the overall goal of producing a means to better extract decisions supported by the public.



The City of Carrollton is required by state law to complete their Comprehensive Plan update by June 30, 2007. The plan will be prepared in accordance with the "Advanced Planning Level" Local Planning Requirements from the Georgia Department of Community Affairs (DCA), effective May 1, 2005. The goal for the Program as outlined in state law is as follows:

*"The purpose of the Community Participation Program is to ensure that the local comprehensive plan reflects the full range of community values and desires, but involving a diverse spectrum of stakeholders in development of the Community Agenda. This broad-based participation in developing the Community Agenda will also help ensure that it will be implemented, because many in the community are involved in its development and thereby become committed to seeing it through."*

The following information details the City of Carrollton's strategy to develop and implement a public involvement program and is hereby submitted to the Chattahoochee Regional Development Center and DCA for review and approval.



## Scope

This Community Participation Program will provide the citizen of the City of Carrollton and the various stakeholders of the community an opportunity to take part in the development of the Comprehensive Plan. The various strategies of the Participation Program are outlined in this report and have been chosen to ensure that all those interested have an understanding of the process.

In an effort to involve the community of Carrollton in the beginning of the planning process, it should be noted that City Staff initiated the public involvement process by hosting several meetings, including a presentation during a regularly scheduled City Council meeting, the Planning and Zoning Commission, the Comprehensive Plan Steering Committee and the general public. The basic purpose of each of these meeting was to introduce everyone interested to the planning process and to assist staff with developing a draft list of issues and opportunities for detailed analysis. Each meeting is summarized in the appendix section of this program.

The formal Public Participation Program will begin once approved by the DCA. Educational material will be available online on the City's official website and at City Hall to keep the public involved and informed throughout the process.

The following public involvement techniques have been selected as part of the public involvement strategy and are discussed in detail in this report:

- Comprehensive Plan Steering Committee
- Website
- Community Survey
- Public Hearings
- Community Wide meetings and Design Workshops

This public participation plan is designed to actively engage the residents of the City of Carrollton, business owners, and interest groups in shaping the comprehensive plan.



## A. Identification of Stakeholders

In general, a stakeholder is anyone who has a “stake” in an outcome or the planning process. As such, the Public Participation Program includes tools aimed at identifying those who have a stake in the community of Carrollton. The key stakeholders represent the general public, residents, business and industry leaders, civic leaders, the development community, media representative, professionals, City staff and elected officials.

A committee consisting of citizens from a variety of backgrounds was created to assist in the development of the Comprehensive Plan update. Included on the committee are members of the Carrollton City Planning Commission, elected officials, community stakeholders and business leaders, local education representatives, special interests groups and City staff. It was important in the creation of the stakeholders group to have a diverse assortment of local representatives with varied perspectives in local issues and to assist in the distribution of meeting notifications and public out reach efforts.

### A. List of Stakeholders

#### **Carrollton Mayor & Council**

Mayor Wayne Garner  
 Dr. Peter D. Balega  
 Gerald D. Byrd  
 Rusty Gray  
 Mandy M. Maierhofer

#### **Carrollton Planning and Zoning Commission**

Chairman Bobby McMillan  
 Vice-Chairman Dr. Richard Larkin  
 Chris New  
 Matthew Clay  
 Robert Tatum  
 Dave Reynolds  
 Dr. Ben de Mayo  
 Arthur North, Jr.  
 Judd Hall



*Comp Plan Steering Committee*

#### **Steering Committee Members**

City Council - Dr. Peter Balega, Councilman  
 Planning & Zoning Commission - Bobby McMillan  
 Planning & Zoning Commission - Queentine Vallair  
 Maple Street Commons - Dave Schmit, Marathon Land Co.  
 Building Community - Steve Wilson  
 Parks & Recreation - Kent Johnston  
 Southwire - Mike Wiggins, Executive VP of Human Resources  
 Tanner Health Center (Hospital) - Loy Howard, President & CEO



UWG, Department of Student Services - Dr. McCellan, VP and Dean of Student Services

UWG, Student Government Association - Blake Lord, President

Housing Authority- Sandra Morris

Carroll Tomorrow - Daniel Jackson

Carroll County Staff - David Bassil, County Attorney

Carroll County Commission - Jimmy Godbee, Commission District 4

Carrollton City School Board - Joe McGinnis

Main Street - Chuck Willis

Historic Commission - Chris Threadgill

Hispanic Community Representative - Dr. Jorge Gaytan

Senior Center - Danielle Jenkins, Manager

Carrollton Convention & Visitors Bureau - Jonathan Dorsey



## **B. Identification of Participation Techniques**

### **1. List of Participation Techniques**

#### **1.1 Steering Committee**

The Comprehensive Plan Steering Committee is a 20-member advisory committee selected by City staff and comprising of representatives of the Carrollton City Planning Commission, elected City and Carroll County officials, community stakeholders and business leaders, the development community, local education representatives, special interests groups and City staff from both the City of Carrollton and Carroll County. The purpose of this committee is to provide project leadership and guide the planning process. This group is intended to be a working group, with the assistance of City staff. The major tasks of the committee are to analyze, prioritize, and balance community issues. The committee will react to concepts and draft documents from City staff and the consultant, develop alternative themes, select and refine preferred themes, act as a sounding board for the consultant and propose balance positions to resolve conflicting points of view. It is anticipated that the committee will meet once every other month over a 10 month period.

#### List of Comprehensive Plan Steering Committee members

1. City Council - Dr. Peter Balega, Councilman
2. Planning & Zoning Commission - Bobby McMillan
3. Planning & Zoning Commission - Queentine Vallair
4. Maple Street Commons - Dave Schmit, Marathon Land Co.
5. Building Community - Steve Wilson
6. Parks & Recreation - Kent Johnston
7. Southwire - Mike Wiggins, Executive VP of Human Resources
8. Tanner Health Center - Loy Howard, President & CEO
9. UWG, Department of Student Services - Dr. McCellan, VP and Dean of Student Services
10. UWG, Student Government Association - Blake Lord, President
11. Housing Authority- Sandra Morris
12. Carroll Tomorrow - Daniel Jackson
13. Carroll County Staff - David Bassil, County Attorney
14. Carroll County Commission - Jimmy Godbee, Commission District 4
15. Carrollton City School Board - Joe McGinnis
16. Main Street - Chuck Willis
17. Historic Commission - Chris Threadgill
18. Hispanic Community Representative - Dr. Jorge Gaytan
19. Senior Center - Danielle Jenkins, Manager
20. Carrollton Convention & Visitors Bureau - Jonathan Dorsey

The Steering Committee has met on a regular schedule to oversee the development of the Community Assessment and Community Participation Program. A copy of the meeting minutes can be found in the appendix section of this document. The following summarizes the early efforts of the committee.



### December 6, 2005

Carrollton City Staff, with the assistance of a consultant, has held two Steering Committee Meetings. The first Steering Committee Meeting was on December 6, 2005 and was held at Carrollton City Hall. Like the City Council meeting (see 1.4), staff performed a planning process presentation and led the group on an issues and opportunities/likes and dislikes discussion about the City. In many ways, this meeting was an opportunity for the Steering Committee to get to know one another.

### April 27<sup>th</sup> of 2006

The second Steering Committee Meeting was on April 27<sup>th</sup> of 2006 and was also held at Carrollton City Hall. The purpose of this meeting was to provide the committee with an opportunity to compare and contrast the information stemming from the first "Community Wide" meeting (see 1.8) with the information obtained during the December 6<sup>th</sup> Steering Committee meeting.



*Presentation before the Comp Plan Steering Committee*

## **1.2 Website**

Website updates is another method of getting information out to a large group of people. As a result, a section within the City's official website was created to allow for quick and immediate uploads of information for the public to view. The webpage has and will continue to be a source where anyone can take the community survey (see 1.3), obtain and review draft components of the Comprehensive Plan, or follow the various meeting dates of the participation program.

## **1.3 Community Survey**

A community survey was developed to provide the public with anonymous means in which to participate in the planning process. Since October of 2005, the survey has been available on the City's website, at the front desks of both City Hall and the Neva Lomason Memorial Library located on the fringe of downtown Carrollton. The survey will continue to be available to the public and the results used in consideration of the Community Agenda.

The results of the surveys will be examined by the Steering Committee and City staff. Based on the results, various outcomes of the survey will be incorporated into the main issues and concerns of the citizens throughout the development of the Community Agenda.



## **1.4 Public Hearings**

### Kick Off - October 3<sup>rd</sup> 2005

The first meeting of the Comprehensive Planning process was held on October 3, 2005 during a regularly scheduled Mayor and City Council meeting. The “kick off” meeting was to inform the City’s elected body and the public about the planning process and to share the initial timeframe in which the various components would be completed. The meeting was conducted in Power Point and addressed the following items:

- Purpose
- Objectives
- State Quality Community Objectives
- Planning Requirements
- Community Assessment
- Community Participation Program
- Community Agenda
- Public Involvement
- Stakeholders and Steering Committee
- Preliminary Schedule for Completion

A copy of the meeting minutes can be found in the appendix section of this document.

### August 7<sup>th</sup> 2006

As required by the state minimum standards, on August 7<sup>th</sup> 2006 the first required meeting will be held during a regularly scheduled City Council meeting. The purpose of this meeting will be to brief the community on the potential issues and opportunities identified through the Community Assessment, obtain input on the proposed Community Participation Program, and notify the community of when these required components will be transmitted to Chattahoochee Flint Regional Development Center. After any public comments have been addressed, the Community Assessment and Participation Program will be transmitted to the regional center by resolution of the Carrollton City Council.

## **1.5 Community Wide Meeting**

### March 21<sup>st</sup> 2006

On March 27<sup>th</sup>, City Staff and a consultant held a Community Wide, “open house” style meeting. The meeting was performed after four weeks of advertising in the City’s legal organ - the *Times Georgian*. A short survey form, the planning process timeline, and a flow chart of the planning process were presented to the community.

Another purpose of the open house was to gain input on a series of questions regarding what the public perceived to be the strengths and weaknesses and threats to their community.





### **1.6 Community Workshops (x3)**

Three community workshops will be held to assist in the preparation of the Community Agenda, one in October and December of 2006. The meetings will be held in various locations within the City and will be open to anyone wishing to attend. The purpose of these workshops will be to inform citizens of the findings of the Community Assessment and to solicit input on the issues facing the City and the long range goals of the public. The end result of the meetings will be a narrative description for each plan and “character area” and a formulation of the:

- Community vision
- Future development map
- Finalizing and defining character areas
- Final issues and opportunities

Unlike the kick-off meeting and the initial community wide meeting, these three meetings will be structured to obtain specific information for the development of the Community Agenda. To do so, each meeting will be two hours in length and will consist of various break out sessions aimed at gathering individual input.

### **1.7 Final Public Hearings (x2)**

Two follow-up meetings will be held during the months of January and February of 2007. These meetings will be conducted by City staff and a consultant and are designed to inform and update the City’s Planning & Zoning Commission and City Council of the information gathered during the Public Participation process.

The January Planning & Zoning Commission meeting will provide City Staff an opportunity to present the Community Agenda to the public and will provide an opportunity for residents to make final suggestions, additions or revisions, and to notify the community of when the Community Agenda will be submitted to the RDC. This meeting will be designed as a follow-up to the community workshop meeting (see 1.6) held in October and December of 2006.

The February City Council meeting will be the final public meeting. The Community Agenda will be presented during the meeting and will be the final opportunity for final suggestions, additions or revisions. This meeting will also serve as the required transmittal hearing prior to submitting the Community Agenda to the Chattahoochee RDC.



**Upcoming Meetings Summary**

- **October & December 2006** - Community Wide Workshops - Community Vision and Future Development Map
- **November 2006** – Steering Committee Update
- **January 2007** – Planning & Zoning Commission Meeting – Visioning and Future Development Map
- **January 2007** – Steering Committee Update
- **February 2007** – Final Input, City Council Community Agenda Summary and Transmittal Hearing

City of Carrollton Community Agenda Master Schedule		2006					2007						
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
3.4	RDC/DCA submittal, review/approval of Assessment&Agenda)	X											
4	Community Agenda												
4.1	Community Wide Meeting – Community Vision and FDM												
4.2	4th Steering Committee Meeting (Refine Vision/CharAreas/FDM)												
4.3	Community Wide - Vision/Character Areas/FDM												
4.4	Draft Community Vision												
4.5	Draft Implementation Program												
4.6	Prepare Community Agenda												
4.7	5th Steering Committee (refine Implementation and Community Agenda)												
4.8	P&Z/Community Meeting (refine Implementation and Community Agenda)												
5	Adoption Process												
5.1	City Council Meeting - transmittal hearing												
5.2	RDC/DCA submittal, review, response												
5.3	City Council - Comprehensive Plan Adoption												

State Required Meetings	
Community Involvement Meetings	
Target Dates	X



## D. Appendix

### 1. October 3, 2005 - City Council "Kick-off" Minutes

# MINUTES

## City of Carrollton

### Mayor and Council Meeting

Monday, October 3, 2005  
6:00 p.m.

---

Public Safety Complex  
Court/Council Chambers  
115 West Center Street, Carrollton, Georgia

#### I. CALL TO ORDER

The Mayor and City Council met in a regular session on Monday, October 3, 2005 at 6:00 p.m. in the Public Safety Annex Building, 115 West Center Street, Carrollton, Georgia. Mayor Pro-Tem Gray called the meeting to order at 6:00 p.m. Members present: Mayor Pro-Tem Rusty Gray, Councilmember Peter Balega, Councilmember Gerald Byrd, and Councilmember Mandy Maierhofer. Members absent: Mayor Wayne Garner. A quorum was declared.

#### II. INVOCATION

Councilmember Byrd offered the invocation.

#### III. MINUTES September 6, 2005

**Motion by Councilmember Byrd, seconded by Councilmember Maierhofer to approve the Minutes of the September 6, 2005 meeting. (Motion passed 4-0, Mayor Garner absent).**

#### IV. ITEMS OF DISCUSSION

##### 1. Stanley Tate

Mayor Pro-Tem Gray postponed the item to a future meeting due to the absence of Mr. Tate.

##### 2. Mayor and Council Minutes of August 1, 2005 Meeting

City Attorney Chuck Conerly explained that the minutes of the August 1, 2005 meeting of the Mayor and Council in regards to the motion made on University Village did not reflect that the motion to accept the Planning Commission's recommendation (including the conditions recommended by the Planning Commission) along with the additional conditions placed on the project by the Mayor and Council and recommended an amendment be made to reflect the same. **Motion by Councilmember Byrd, seconded by Councilmember Maierhofer to amend the August 1, 2005 Mayor and Council Meeting Minutes to reflect that the Mayor and Council accept the Planning Commission's recommendation (including the conditions recommended by the Planning Commission, which are attached hereto) in addition to the other conditions. Motion passed. (4-0, Mayor Garner absent).**

##### 3. Annexation and Rezoning Request

Property Location: Cottage Hill Road

Petitioner: Travis Morrell, Jr.

Planning & Zoning Administrator Erica Studdard presented an annexation and rezoning request by Travis Morell Jr. for the 6.80-acre tract located on the south side of Cottage Hill Road. The petitioner is requesting annexation and rezoning to R-2 (Medium Density Residential District) to develop an active adult townhome community. PZA Studdard stated that the Planning Commission had reviewed the application in terms of the standards for annexation and rezoning and recommends approval of the request with the following conditions:

1. The concept plan, including the intended use as an active adult community, shall be binding to the site.
2. The building materials shall consist of brick, stucco, stone, or hardi-plank siding.



3. Covenants and restrictions shall be in place prior to the approval of a site plan.

At this time Mayor Pro-Tem Gray opened the public hearing for citizen input. Those speaking in favor: Mr. Tom Palmer spoke on behalf of the petitioner. Mr. Palmer shared photographs and details on the proposed development. Mr. Palmer provided an additional list of conditions and covenants to be followed if said request was approved. Conditions are as follows:

1. Covenants will be recorded prior to sale of individual units to provide for a 55 years and older community.
2. Maximum of 36 individual units will be built in development.
3. Buildings will have brick exteriors on all four sides.
4. Sidewalks will be provided for walking around the development.
5. The entrance will be constructed and landscaped similar to and to same standards as conceptual drawing presented to City Council.
6. All buildings will be single story and designed the same or materially similar to the conceptual drawings presented to the City Council.

Those speaking opposed: None. Mayor Pro-Tem Gray inquired if Council had questions or a motion on the matter. **Motion by Councilmember Maierhofer, seconded by Councilmember Balega to accept the Planning Commission Recommendation to annex and rezone the 6.80-acre tract located on Cottage Hill Road to R-2 (Medium Density Residential District) and accept the petitioners list of conditions as presented to the Council. Motion passed. (4-0 Mayor Garner absent.)**

#### 4. Comprehensive Plan Discussion

City Planner Charles Griffin gave an informative presentation on the progress of the update to the City's 10-year Comprehensive Plan. CP Griffin explained the purpose, objectives, planning requirements, and the schedule to begin the update of the plan. CP Griffin reported the plan would require completion by June 30, 2006. Councilmember's expressed their appreciation to CP Griffin for his efforts in explaining the process and are looking forward to seeing the public involved in the process.

#### 5. Downtown Carrollton Master Plan

PZA Studdard presented a draft of the Downtown Carrollton Master Plan. PZA Studdard explained that the scope of the Master Plan is comprised of three primary planning elements:

- Streetscapes and Open Space
- Land Use
- Transportation, including Parking

Within the three planning elements, a list of recommended projects were identified and assigned priority order for their implementation. The Five Year Implementation Plan was presented for approval; as follows:

FIVE YEAR IMPLEMENTATION PLAN					
<i>Projects</i>					
Description	Type of Improvement	Construction Year	Project Costs	Responsible Party	Funding Source
<b>Southeast Quadrant</b>					
1. New Parking Deck and Public Area Improvements					
A. Construct Parking Deck	Parking	2006-2007	\$3.5 million	City	SPLOST
B. Public Lawn with Amphitheater	Public Space	2006-2007	\$500,000	City	SPLOST
C. Close J. Wesley Plaza south of Newnan Street	Roadway & Pedestrian	2007	\$200,000	City	SPLOST
D. Create East-West Pedestrian Spine	Pedestrian	2007	\$600,000	City	SPLOST
<b>Subtotal Phase I</b>			<b>\$4.8 million</b>		



## 2. December 6, 2005 Steering Committee Meeting



### **Meeting Summary Comprehensive Plan Steering Committee**

Date of Meeting      December 6, 2005  
Location             Carrollton City Hall

In attendance        David Basil  
                              Jorge Gaytan  
                              Daniel Jackson  
                              Sandra Morris  
                              Queentine Vallair  
                              Melanie McClellan  
                              Steven Wilson  
                              Dave Schmit  
                              Bob McMillan  
                              Jimmy Godbee  
                              Mike Wiggins  
                              Chuck Willis  
                              Blake Lord  
                              Jonathan Dorsey  
                              Joe McGinnis  
                              Chris Threadgill  
                              Lee Walton  
                              Charles Griffin  
                              Peter Balega

### Agenda

**6:00 pm**

Sign-in

Welcome & Introductions - Charles Griffin, City Planner

Purpose & Process Overview - Charles Griffin

Current Trends in City Planning Overview – Lee Walton, MACTEC

Planning Issues & Opportunities Discussion – Lee Walton

Open Question & Answer

Adjourn

0



#### Meeting Summary

At 6:05 PM City Planner, Charles Griffin, kicked off the meeting with introductions. Everyone in attendance was given time to state their name and the organization they represent.

Charles then began with the purpose of the meeting and gave a brief overview of what is a Comprehensive Plan and why local governments compose them. Charles also spoke about the importance of public involvement during the planning process and emphasized the need for all committee members to help with spreading the word for future community-wide meetings. (In a lot of ways, this portion of the meeting was an opportunity for the steering committee members to get to know one another).

After a small discussion about the purpose of Comprehensive Planning, Charles offered a Power Point presentation. The Power Point illustrated the process of developing a Comprehensive Plan and focused on recent changes in the Minimum Planning Standards. After completing the process Power Point, Lee Walton, a consultant with MACTEC, led the group with the next two agenda items.

Lee began by presenting a few recent trends in Planning and development. Lee stated how there is a shift in the typical way developments are occurring, and more specifically, how some project proposals are now being designed with mixed uses rather than separating commercial from residential - as required with common regulatory documents such as zoning ordinances and development regulations. Lee also stated how a common theme in recent developments around the Metro-Atlanta area and Carrollton is to provide pedestrian facilities and open space for recreational needs. Lee then asked the committee what they felt some of the issues are for the City of Carrollton.

After asking the question, a discussion began covering various issues and general ideas about the Carrollton Comprehensive Plan. The issues and ideas included:

- How to prepare for the Atlanta growth.
- The importance of preserving and creating identity.
- Providing opportunities and encouraging services related to the needs of the university students.
- Consider regulatory changes to allow for innovative developments and quality growth.
- Encourage government sponsored incentives to unique development opportunities.
- "Balance" west/east development opportunities with the use of "enterprise zones" or other forms of economic development tools.
- Encourage quality job opportunities/developments to impoverished areas.
- Explore means of alternate forms of transportation, especially for students and senior citizens.
- Water supply and natural resources
- How Carrollton will be affected by large county developments, such as the proposed Wolf Creek project.



- Annexation policies and consideration for county plans while making annexation decisions.
- Need for affordable housing for low-middle income families.
- Conservation subdivisions, open space and recreation

Each item was generated and discussed by the committee with some members offering more input than others.

Charles Griffin then came back up to talk about the overall schedule and what to expect over the next few months. Charles stated the meeting would be summarized then mailed to all the members and there would be a community-wide meeting in February or March of '06. Charles also stated the next Steering Committee meeting would come after the community-wide meetings but to expect over the next few months various mail outs to keep the committee informed of the overall progress of the Community Assessment.

The meeting adjourned at approximately 7:30pm.



### 3. April 27, 2006 Community Wide Meeting



#### **Meeting Summary Comprehensive Plan Steering Committee**

Date of Meeting      April 27, 2006  
Location              Carrollton City Hall

In attendance        Riean Norman  
                                 Sandra Morris  
                                 Queentine E. Vallair  
                                 Dave Schmit  
                                 David Basil  
                                 Jimmy Godbee  
                                 Mike Wiggins  
                                 Chuck Willis  
                                 Jonathan Dorsey  
                                 Kent Johnston  
                                 Joe McGinnis  
                                 Peter Balega  
                                 Charles Griffin

#### Agenda

**12:00 pm**

Sign-in

Purpose Overview - Charles Griffin

Issues and Opportunities Presentation – Charles Griffin

Issued and Opportunities Discussion – Charles Griffin & Steering Committee

What to expect next

Open Question & Answer

Adjourn

0





### Meeting Summary

At 12:05 PM City Planner, Charles Griffin, kicked off the meeting with explaining the meeting purpose and objectives and directing all the attendees to the lunch arrangements.

Charles then began with the purpose of the meeting and gave a brief overview of the meeting expectations. Charles explained that the meeting would be brief and would focus around finalizing a draft list of Issues and Opportunities. As a secondary purpose, Charles explained the need to compare the issues and opportunities stemming from the December 6<sup>th</sup> Steering Committee meeting to the community wide meeting held March the 21<sup>st</sup>, and in doing so, collectively decide an appropriate list.

After a small discussion about the meeting purpose, Charles offered a summary of the previous community meetings, including a review of the,

- December 6<sup>th</sup> Steering Committee meeting, and
- March 21<sup>st</sup> Community Wide meeting

After presenting the results of the previous meetings, Charles then offered the Steering Committee the opportunity to comment on the list of all issues and opportunities demonstrated on a flip chart. What followed resulted in the final draft list of issues and opportunities, which included:

- Increasing student/college age population
- High minority growth rate, especially with the Hispanic population
- Old and declining shopping centers (big boxes) and "strip malls" along Bankhead Highway near to downtown and segments of U.S. Highway 27 are ascetically displeasing and detract from neighborhood oriented developments
- Economic development efforts favor new development over redevelopment opportunities
- Develop greater university presence with downtown economy
- Balance economic development and job opportunities in low income areas of the city, primarily in the western portions of town. Continue to implement as a tool the recommendations stemming from the "Quality Growth Partnership Resource Team" report.
- Identify and promote tourism ideas by a means of identifying, promoting and preserving the city's character
- Economic development projects are promoted without adequate consideration of their impacts on infrastructure and natural resources.
- There is no cost benefit analysis of economic development projects.
- Economic development efforts favor new development over redevelopment opportunities.



- Continue to implement downtown improvements identified in the City of Carrollton *Downtown Master Plan*
- Greater management control of rental properties
- Renewed code compliance enforcement
- Encourage traditional neighborhood design
- Emphasis on high quality housing construction
- Student/Fraternity/Sorority housing needs
- Too many trees are being lost to new development.
- There are abandoned or unkept properties in our community.
- Citizens are unaware of natural and cultural resources and their significance.
- Provision of public facilities is not used to guide development to desired locations.
- Current facility extension policies do not foster development (such as infill, redevelopment, and compact development) that maximizes the use of existing infrastructure.
- Impact of proposed development projects on public facilities is not analyzed or considered
- We are developing unattractive new subdivisions.
- We have unattractive commercial or shopping areas.
- We lack attractive public spaces designed for gathering and social interaction. Our community lacks a "center" that combines commercial, civic, cultural and recreational activities.
- People lack transportation choices for access to housing, jobs, services, goods, health care and recreation.
- Our community has a long range plan to create a multimodal trail network.
- The city has a plan to provide additional parking in the downtown activity center.
- We do plan with adjacent communities for areas near mutual boundaries.
- We do not promote partnerships between local government and community stakeholder groups.

After discussing then deciding to include the above items in the community assessment as "issues and opportunities," Charles explained that additional items would be added to the list based upon staff's completing of the technical addendum portion of the planning process.

After a round of questions, Charles concluded the meeting with detailing what to expect next and stated the Steering Committee would meet again sometime in July to review the final draft of the Community Assessment and Public Participation Program. Charles stressed the importance of this meeting by saying it would be the final opportunity for the Steering Committee to comment on the Community Assessment and Participation Program prior to sending it to the Chattahoochee Regional Development Center for review.

The meeting adjourned at approximately 1:20pm.



#### 4. April 27, 2006 Steering Committee Meeting



##### **Meeting Summary Comprehensive Plan Community Wide Meeting**

Date of Meeting      March 21, 2006  
Location             Carrollton Cultural Arts Center

In attendance        Grady Sain, Sr.  
                              Daniel Jackson  
                              Casey Coleman  
                              Jennie Grooms  
                              Mike Wiggins  
                              Joe McGinnis  
                              Mathew Clay  
                              Matt Hagler  
                              Emily Cole  
                              Dave Schmit  
                              David Joiner  
                              Betheruz N. Sethna  
                              Jacqueline Dost  
                              Danielle Jenkins  
                              Connie Wilburn  
                              Peter Balega  
                              Candace Pate  
                              Gwyn Chesnut  
                              Oscar Rhudy  
                              J Poole  
                              Kent Thompson  
                              Charles Griffin  
                              Laci B. Campbell  
                              Erica Studdard

##### Agenda

**6:30 pm**

Sign-in

Welcome & Introductions - Charles Griffin, City Planner

Meeting Purpose - Charles Griffin

Issues and Opportunities – Maureen Gresham, ARCADIS GM

Open Question & Answer

Adjourn

0



#### Meeting Summary

At 6:45 PM, City Planner, Charles Griffin, kicked off the meeting with introductions and general facility information. Everyone in attendance was directed to the various displays, including two graphic representations of the Carrollton Greenbelt, a graphic of the Carrollton Downtown Master Plan and various displays detailing demographic, economic development and growth statistics for Carroll County and several neighboring counties. There were also several handouts available, including a Comprehensive Plan update schedule and pamphlet detailing general background information on the Georgia State Minimum Planning Standards.

Charles then began with stating the purpose of the meeting and gave a brief overview of what to expect. Charles stated there were two goals for the meeting:

1. To convey a general understanding of the purpose and process of Comprehensive Planning.
2. Engage the audience in an open discussion regarding issues and opportunities in the City of Carrollton.

After a small discussion about the purpose of the meeting, Charles introduced Maureen Gresham, a consultant with ARCADIS GM. Maureen then led the group with the next two discussion points (goals of the meeting).

Maureen began by presenting a brief overview of what is a Comprehensive Plan and why local governments are required to maintain and update them. Maureen also spoke about the importance of public involvement during the Comprehensive Planning process and emphasized the need for as much public involvement as possible. Maureen then began an exercise aimed at engaging the audience in identifying "issues and opportunities" in Carrollton.

A discussion then began covering various issues and general ideas about the City of Carrollton. The issues and ideas included:

#### Opportunities/likes

Carrollton Greenbelt  
University of West Georgia  
Downtown Carrollton  
Historic center/character of downtown  
Train depot  
Parks and Recreation options  
Vibrant downtown  
Diverse entertainment opportunities  
Hospital and health care options  
People  
Industrial base  
Sense of community



#### Issues/dislikes

Lack of bike paths  
Bankhead Highway (number of curve cuts)  
Vacant Big Boxes  
Large Parking lots  
Lack of streetscapes  
Excessive Signage  
Western Carrollton/low income areas  
Lack of Identity  
Teenage pregnancy  
Overgrowth/rapid growth  
Migrant needs and resources  
Recreation/Lake Carroll Docks  
Business and employment opportunities

#### Needs

Safe routes to school  
Greenbelt  
Curb side recycle  
New business support  
Simple life  
Help underprivileged  
Development standards  
Quality growth  
Connect maple with downtown  
Reduced crime rate  
Redevelopment incentives  
Maintain small town feel  
No metal buildings  
Quality programs for seniors and senior transportation  
Protect small business  
Fraternity housing

Each item was generated and discussed by the community with some members participating more than others.

Charles Griffin then came back up to talk about the overall schedule and what to expect over the next few months. Charles stated the meeting would be summarized then posted on the city's website. Charles also stated that the next meeting would be in late April and would include the Comprehensive Plan Steering Committee. He also stated that the next Community Wide meeting would be held sometime during the summer.

The meeting adjourned at approximately 8:15pm.

## **Appendix B:**

### **Consolidated List of Public Comments Received During Community Workshops:**

3-21-06, Carrollton City Hall – Community Wide  
4-27-06, Carrollton City Hall – Steering Committee Workshop  
10-26-06, West Carrollton Recreation Facility – Community Meeting  
11-30-06, East Carrollton Recreation Facility – Community Meeting  
7-17-07, Carrollton City Hall – Community Agenda Presentation, Workshop

#### Evaluating impacts of new project proposals

- Economic development efforts favor new development over redevelopment opportunities
- Economic development projects are promoted without adequate consideration of their impacts on infrastructure and natural resources.
- Redevelopment incentives
- Current facility extension policies do not foster development (such as infill, redevelopment, and compact development) that maximizes the use of existing infrastructure.
- Infrastructure improvements and need to “stay on top” of storm water needs
- Emphasis on high quality housing construction
- We are developing unattractive new subdivisions.
- Annexation policies and consideration for county plans while making annexation decisions.
- Economic development efforts favor new development over redevelopment opportunities.
- Impact of proposed development projects on public facilities is not analyzed or considered
- Provision of public facilities is not used to guide development to desired locations.
- Consider regulatory changes to allow for innovative developments and quality growth.
- There is no cost benefit analysis of economic development projects.
- Encourage government sponsored incentives to unique development opportunities.

#### Big Box

- Explore big box redevelopment opportunities, particularly for the Lake Carroll Mall shopping center
- Big Box development and redevelopment opportunities
- Vacant Big Boxes
- Old and declining shopping centers (big boxes) and “strip malls” along Bankhead Highway near to downtown and segments of U.S. Highway 27 are ascetically displeasing and detract from neighborhood oriented developments
- We have unattractive commercial or shopping areas.

### University

- Develop greater university presence with downtown economy
- Increasing student/college age population
- Connect maple with downtown
- Student/Fraternity/Sorority housing needs
- Fraternity housing
- Providing opportunities and encouraging services related to the needs of the university students.

### Transportation

- Expand sidewalks and create bike lanes
- Public transportation needs for the elderly and general public
- Making public transportation connections to larger networks, such as GRTA (Georgia Regional Transportation Authority) facilities in Douglas County.
- Complete the Carrollton Bypass
- People lack transportation choices for access to housing, jobs, services, goods, health care and recreation.
- Our community has a long range plan to create a multimodal trail network.
- Explore means of alternate forms of transportation, especially for students and senior citizens.
- Need for public transportation, particularly for the elderly and disabled
- Quality programs for seniors and senior transportation

### Sidewalks

- Need for more downtown parking facilities
- Need for strategically placed raised sidewalks and pedestrian bridges
- Architectural and streetscape overlay for Maple Street

### Downtown

- Continue to implement downtown improvements identified in the City of Carrollton *Downtown Master Plan*
- We lack attractive public spaces designed for gathering and social interaction.
- The city has a plan to provide additional parking in the downtown activity center.
- The importance of preserving and creating identity.
- Need to retime signalized intersection in downtown
- Need for expanded sidewalks, particularly in the areas of south Maple Street and Haysmill Road

### Minority

- Latino law enforcement presence and trained officers
- High minority growth rate within the Hispanic community
- Migrant needs and resources

### Code

- Greater management control of rental properties
- Renewed code compliance enforcement
- Encourage traditional neighborhood design
- Too many trees are being lost to new development.
- There are abandoned or un-kept properties in our community.

### Water and Waste Water

- Quality and affordable water
- Odor problems associated with water treatment plant
- Water supply and natural resources