

**City of Porterdale Comprehensive Plan 2010-2030  
Public Participation Plan**

**Draft  
December 13, 2010**

**Fanning Institute  
University of Georgia**

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## **Introduction**

The City of Porterdale recognizes the importance of engaging community members in the process of creating the community's Comprehensive Plan and vision for the future. Creating an accurate road map of the city's future requires that those living in the community and those vested in the future of Porterdale participate in the process of designing that road map. While Porterdale is a small city, its residents and former residents take great pride in it and want to see the city take advantage of the unique elements found within it: the river that intersects town; the historic housing and commercial building stock; the restored mill that now holds loft apartments; and the myriad other elements, both natural and man-made, that make Porterdale the proud community that it is.

The Fanning Institute will assist the City of Porterdale in building their Comprehensive Plan, and in doing so rely on the Institute's proven approach to community planning that maximizes community participation in a creative visioning process using the full range of interests and expertise of community members. The community, with tools and techniques provided by Fanning, will develop the plan. When community members are invested in a plan and are behind the strategies to achieve the vision, they are willing to support implementation of the plan. All work done during this planning process will comply with the Department of Community Affairs *Standards and Procedures for Local Comprehensive Planning "Local Planning Requirements,"* for the *Advanced Planning Level* with an effective date of May 1, 2005. The work will also be done in consultation with the Newton County comprehensive plan to ensure consistency and compatibility.

## **Identification of Stakeholders**

While all members of the community will be provided an opportunity to step forward and participate in the planning process, there are particular individuals, groups and organizations that have a significant enough stake in the outcome of Porterdale's planning effort that is important to identify them to ensure their input and participation in the planning effort. The following are stakeholders in Porterdale's Comprehensive Plan and vision for the future:

Mayor Bobby Hamby

City Council members:

Robert Foxworth – Post 1

Linda Finger – Post 2

Arline Chapman – Post 3

Mike Harper – Post 4

Lowell Chambers – Post 5

City Manager Bob Thomson

City departments:

Clerk

Police

Fire

Code Enforcement

Newton County School System

Residents of Porterdale  
Business owners and operators  
Real estate and development community  
Property owners  
Youth  
Porter Pals  
Friends of Porterdale  
C.A.R.E (Community Assistant Relief Efforts)  
Porterdale Art Guild  
Community garden members  
Faith based organizations  
Yellow River recreation users  
Other individual, groups and organizations identified by the City of Porterdale

## **Participation Techniques**

Porterdale's stakeholders will be engaged in multiple ways throughout the development of the plan and vision. These techniques are described below.

### ***City Website***

The city of Porterdale website will be used to keep the community informed of the progress on the comprehensive plan. Regular updates will be posted as well as notice of all upcoming stakeholder and community input opportunities. An email point of contact will also be posted on the city website so that those with questions, comments and input can submit them at their convenience. All submissions through the website will be answered by city representatives such as the clerk or manager.

### ***Visioning Committee***

The City will appoint a nine (9) to fifteen (15) member visioning committee, whose membership is made up from Porterdale's planning stakeholders. This Visioning Committee will guide the development of the Community Agenda, Vision and Implementation plan. The committee will evaluate input from other stakeholders and the community at large, review the Community Assessment and preliminary community Issues and Opportunities and based on this review develop a community Vision and Implementation Plan for the City of Porterdale.

### ***Kickoff Meeting:***

The City of Porterdale will host a formal kickoff meeting to outline the planning process, provide a presentation to residents and other interested parties describing the planning process, and review information gathered through surveys at the Porterdale Reunion. Community members will be provided an opportunity to volunteer to work on a particular component of the plan. Attendees will also be given printed information on the planning process, a calendar of events that will inform the process, and other relevant information. The public, stakeholders and Visioning Committee will be invited to this event. The date and location of this meeting will be determined based on facility availability and dates that will provide the best opportunity for good attendance. Once set, the location and date will be publicized on the city website and as a mail out in city water bills.

### ***Community Survey***

A community survey will be included in the January 2011 city water bills and go out to all city water customers. The survey can be completed online or returned to city hall with the water bill. The purpose of the survey will be to hear from city residents and businesses about their vision for the future of Porterdale as well as any issues and opportunities they are aware of.

### ***Visioning Committee Visual Preference Survey:***

Each member of the Visioning Committee will be given a disposable camera and instructed to take five to ten pictures of developments and landscapes that they like, and an identical number of photographs of ones they do not like. The photographs will be used for a broader community visual preference survey and to determine the basis for appropriate future land uses and designs for Porterdale.

### ***Vision Goals and Objectives Meeting:***

This meeting will be a priority for the Visioning Committee and will be open to the general public. This facilitated session will look at the existing assets in the community, what is lacking in the community, and the identification of ways to develop those community components that are missing. The meeting will also include a visual preference survey, based on the photographs of the Visioning Committee. This meeting will be conducted using keypad voting technology as well as a wireless network to allow those who might be less likely to share their opinions a way to do so anonymously. The public, stakeholders and visioning committee will be invited to this event. The date and location of this meeting will be determined based on facility availability and dates that will provide the best opportunity for good attendance. Once set, the location and date will be publicized on the city website and as a mail out in city water bills.

### ***Stakeholder Interviews:***

To further understand information gathered through the Goals and Objectives meeting and to more fully inform the plan, a series of one-on-one stakeholder interviews will be conducted with members of the Visioning Committee and other key stakeholders.

### ***Town Hall Meeting:***

To ensure that the information gathered and discussed during the Visioning Committee meetings, a town hall meeting will be conducted that allows additional input into the goals and objectives identified in the committee meetings, as well as a review of the visual preference survey. Using the results of the Visioning Committee's photo-survey, augmented by images supplied by the Fanning Institute, comments will be made using the wireless network that will anonymously gather input from the general public. This method will enable a broad and accurate survey of residents for the Community Vision. The public, stakeholders and visioning committee will be invited to this event. The date and location will be determined based on facility availability and dates that will provide the best opportunity for good attendance. Once set, the location and date will be publicized on the city website and as a mail out in city water bills.

### ***Student Focus Group:***

Students in Porterdale will be identified and asked to participate in a focus group designed to allow the youth of the community to address their vision for the future of Porterdale. The session will provide young students (6 to 12 year olds) the opportunity to draw what they would

like to see in the future, and provide others (13-18 year olds) a chance to respond to a short survey and discuss what they like, don't like, and would like to see in Porterdale. The location and date of this focus group will be based on facility availability and dates that will provide the best opportunity for good attendance. Once set the location and date will be publicized on the city website and as a mail out in city water bills.

**Public Hearings:**

A public hearing will be held as part of a regularly scheduled city council meeting to receive comments on the Community Assessment and Public Participation Plan prior to their submittal to the North East Georgia Regional Commission for review.

A public hearing will also be held prior to the submission of the final plan document to the NEGRC and DCA for review and approval.

Both public hearings will be advertised and posted following the city's normal procedures for public hearings as well as being posted on the website and notification sent out in city water bills.

**Community Agenda Completion Schedule**

City of Porterdale: Community Agenda Completion Schedule September 2010 through April 2011								
Event/Activity	Month							
	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11
<i>Completion of Community Assessment</i>	X							
<i>First Public Hearing and opportunity to educate community on process</i>		X						
<i>City of Porterdale Adopts Transmittal Resolution and submits Community Agenda to North East Georgia Regional Commission.</i>		X						
<i>Review Period for Community Assessment</i>		X	X	X				
<i>Convene Visioning Committee (VC) to Develop Draft Community Agenda including:</i>				X	X	X		
<i>Stakeholder/Public engagement and input</i>					X	X		
<i>Issues and Opportunities List</i>					X	X		
<i>Future Development Map</i>					X	X		
<i>VC Visioning Retreat including:</i>					X	X		
<i>VC processing of Community Input</i>					X	X		

<b>City of Porterdale: Community Agenda Completion Schedule September 2010 through April 2011</b>								
<b>Event/Activity</b>	<b>Month</b>							
	<b>Sep-10</b>	<b>Oct-10</b>	<b>Nov-10</b>	<b>Dec-10</b>	<b>Jan-11</b>	<b>Feb-11</b>	<b>Mar-11</b>	<b>Apr-11</b>
<i>VC finalizing Vision, Issues and Opportunities and Future Development Map</i>					X	X		
<i>Development of Implementation Plan by VC and Fanning Institute</i>					X	X		
<i>Assembly of Draft Community Agenda by Fanning Institute</i>						X	X	
<i>Second Public Hearing for Community to review and comment on draft Community Agenda</i>							X	
<i>VC processing of public input and final draft Community Agenda edits</i>							X	
<i>City of Porterdale Adopts Transmittal Resolution and submits Community Agenda to North East Georgia Regional Commission.</i>							X	
<i>Review Period For Community Agenda</i>							X	X
<i>City of Porterdale Adopts Approved Plan</i>								X