

Public Participation Plan

The Public Participation Plan forms the underlying base of the City's Comprehensive Plan through the development of a community-based vision and the development of guiding principles. The formation of goals, objectives, policies and strategies will be developed through the planning process to achieve this vision within the Plan.

The City of Chamblee is fully ahead of the game in this arena. The development of a vision, guiding principles and goals and objectives during the 2003 Land Use Plan Amendment and LCI program has given the City a very substantial base in which to start from. Past programs will be reviewed to determine their applicability in meeting the public involvement component of the DCA new minimum standards. Although it is the City's option to offer as many public participation opportunities as it chooses, it is our belief, that many of the specific requirements of the minimum standards have already been met. This PPP focuses on missing component of past programs and specific desires of the City. This plan will include specific timing of events, stakeholders to be represented and other particulars that will meet or exceed all requirements of DCA.

■ Incorporation of the New Minimum Standards

Several years ago the Department of Community Affairs extended the required 10th Year Update due dates across the state in order to pursue a rewrite of the current minimum standards. A committee was formed and new minimum standards were adopted late in 2002 to become effective January 2004. A tiered system relating standards to jurisdiction type were developed based on population and growth trends for each county (and its municipalities) in Georgia. The primary goal of the revised minimum standards is to promote better planning in the State of Georgia through enhanced coordination of plan elements, between cities and their municipalities, and within the region. As a result, the new minimum standards have received an extensive overhaul, adding a much higher level of data collection, required public participation, analysis and regional coordination than in the past. Our Public Participation Plan will meet these requirements, while at the same time assuring that a community based plan is developed that can embrace the desires and vision of its residents.

■ Overview of Public and City Council Participation

In order to work our way through the new 10-year update to the Comprehensive Plan with the City Council and the public, we propose a series of public participation opportunities over the next 13 months. We are proposing a deliberative approach in which all interested parties, as well as the general public, would be fully involved.

In a nutshell, our proposed public participation plan includes the following:

- Conduct an organizations workshop with City Council and staff to explore the schedule, public participation approach and overriding issues, goals and desires. This meeting is proposed for August 2004.
- Hold the first of two required DCA public hearings as the kick-off to the planning process. This meeting will be legally advertised according to the Zoning Procedures Act, and will al-



low citizens to express initial concerns and comments regarding the planning process. We suggest that this meeting be advertised on the Web, and that the media be notified. This initial public hearing is scheduled in August, 2004.

- A series of 4 City Council/Staff workshops to review issues as we proceed through the planning process.
- Hold a series of 6 topic-related workshops with the Stakeholders' Committee to review the Plan in detail, resolve problems and identify policy issues requiring City Council action.
- A City Council Retreat to review stakeholder recommendations and to develop the final Community Agenda Public Review Document.
- Release of a Public Review Draft (Community Agenda) to the general public and posting to the website for general public review and comment (approximately 1 month).
- Hold a legally advertised Public Hearing to transmit the final Public Review Draft to ARC/DCA for final review.

■ Detailed Public Participation Program

City Council Workshops

A series of 4 workshops for the Comprehensive Plan will be held at key decision points during the comprehensive planning process. City Council will be given project updates and will be asked to participate in making key decisions, develop policy and make final decisions on stakeholder committee input regarding the comprehensive plan.

The first Council workshop will focus on primary policy issues facing the city, results from previous public participation and the City Council's vision for its future. A major point of this workshop will be the development of a stakeholders committee to participate on the plan over the next 9 months. Initial topics are as follows:

- August—meet to discuss Goals & Objectives, available data, existing plans and to organize the Stakeholder Committee/
- December 2004—meet to review current progress, including assessment data, guiding principles, the vision, G&O and the Land Demand Analysis. At this point we will have met twice with the Stakeholders Committee.
- April 2004—Review draft chapters, initial future land use plan map and preliminary recommendations from the Stakeholders Committee.
- June 2004—Review final stakeholder committee recommendations, Final Draft Plan and Future Land Use Plan Map

In addition, the Consultant will review the up to date status with City Council during regularly scheduled monthly public hearings.

Stakeholders' Committee

The new DCA standards require the development of a City Vision and Guiding Principles that form the basis for each plan element, land use patterns and eventually concrete goals, objectives and policies to implement the plan. We believe the only way to get a cross section of City residents and businesses, to ensure that all interests are represented, is the formation of a Stakeholders' Committee. A stakeholder group of various interest groups from the City will be appointed by the City Council to head up the backbone of the public involvement process. This Committee should be all-inclusive with regard to groups—both organized and in general—that have an interest in the future development of the City of Chamblee. It is envisioned that this group of 20 to 40 individuals would represent advocates and interests from the business community, economic development agencies, housing interests, environmental concerns, homeowner groups, infrastructure groups (water & sewerage authority, Board of Education, DOT), and community leaders.

Identification of Stakeholders

In late 2004, the consultant, staff and City Council worked to develop an inclusive stakeholder committee that would guide the 10th year Comprehensive Plan Process. The consultant submitted a list of potential representation on this committee to the City Council for appointment and organization. Categories included:

- Residents—resident participants should be chosen all established residential neighborhoods, and from areas that newly developing. Residential selection should include both new and long term residents, and be as ethnically diverse as possible to represent the cultural diversity within the community. 11 community representatives were chosen to serve on the committee
- Business Community—business participation should include long term business residents and new comers. Small businesses, newly developing business, and established businesses should be represented. The downtown business association should be specifically represented. 12 business representatives were chosen to serve on the committee
- Development and Investment Community—a subcategory of the business community is the development and investment community that is actively working in Chamblee. The development community. 4 representatives from the development and real estate were identified for the committee.
- Special Interests—Chamblee is a diverse and culture rich community with several major land uses that require special attention. Several stakeholder representatives will wear several hats, i.e., resident and representative of the Hispanic Community, etc. Special interests subcategories that were identified (these overlapped with the above recommendations) The Downtown Business Merchants, The Hispanic Community, The Asian Community, Senior Housing Representative, PDK and MARTA.

Six meeting will be held during this process as follows:

- January 2005—Initial start up meeting to focus on organization, goals & objectives, development of a vision statement and concentration on issues, strengths and weaknesses of the community.
- March 2005—Review issues relating to population, demographics and economic development. Review draft vision statement

- March 2005—Review issues related to housing and transportation. Preliminary discussion regarding design standards and character areas.
- April 2005—Review issues related to transportation, community facilities and natural resources. Review Character Areas and finalize Vision.
- May 2005—Review implementation strategies and land use patterns, visions and character areas.
- June 2005—Wrap Up and development of Final Public Review Draft.

Although primary activities will specifically involve the stakeholder group, all meetings will be advertised on the web site and open to the general public.

Meeting results will be documented and presented to the City Council at Council Workshops and will be documented as part of the overall public participation process in the comprehensive plan.

Public Hearings

July 2005—Release of Public Review Draft to the General Public for review and input. Distribution and availability of hardcopies and comment sheets in addition to comment sheets for further public input.

In order to meet DCA requirements, 2 formally advertised public hearings would be held for the final adoption of the Comprehensive Plan. The first public hearing will be a required public hearing that basically announces to the public that we are beginning the comprehensive plan update process. This meeting will be conducted during a publicly advertised town forum. We will present a brief presentation on the planning process, the proposed schedule and inform the public how they may become more involved. An official public hearing will be opened by City Council to record any public comments. The Second Public Hearing will be in August 2005 to formally transmit by Resolution the Final Draft Comprehensive Plan. We will begin this meeting with a brief presentation of the results of the planning process, major issues facing the City and a summary of the Land Use Plan Map. Council will also open an official public hearing to receive comments at this meeting.

Other Public Involvement Opportunities

We highly recommend that the City utilize other public advertising opportunities to keep the general public informed during this process, and to involve as many citizens in the process. This may include: having press coverage at City Council and/or Stakeholder Committee Meetings; utilizing the City's web site to include meeting dates and document information as it is available, and the development of a City-wide email blast to interested parties and past committee members.

Internet Access

A Chamblee Comprehensive Plan web page should be developed and continually updated throughout the planning process. All elements distributed at meetings and community events will be included on the web page, including maps, the planning process, schedules, frequently asked questions, related links and an interactive page where the public will have an opportunity to provide comments and suggestions. If this is not possible, we could use DCA's "Plan Builder" as a conduit for public comments.

SCHEDULE											
City of Chamblee 10th Year Comprehensive Plan Update											
2005											
	Jan	Feb.	Mar	April	May	June	July	Aug	Sept	Oct	
Phase II											
Community Assessment											
SH #1-Vision, G&O, Issues	*										
SH #2--Demo, Economic, Vision			*								
CC #3--Status, initial policy			*								
WS #3--Transportation & Housing			*								
Community Assessment Final											
Intergovernmental											
SH #4--Trans., CF, NR, CA, Vision'				*							
CC#4--Policy Direction (late)				*							
Finalize Draft Plan & Maps											
SH #5--Land Use Patterns, Imp.					*						
Commuminity Agenda-PH Draft											
SH-#6 Wrap Up						*					
CC#5--Land Use, Wrap Up, Maps						*					
Final Public Draft											
Wrap Up PH--Transmittal (st wk)								*			
RDC Regional Review/Comments											
Final for adoption											
PH-Adoption										*	
Public Meetings	*										
City Council	*										