

6/11/2008

The City of Jefferson

2008-2030 Comprehensive Plan Update: Community Participation Program



Prepared by:



6/11/2008

Table of Contents

Introduction.....	2
Identification of Stakeholders.....	2
Participation Techniques	4
<i>Kickoff Meeting.....</i>	<i>4</i>
<i>Planning Advisory Committee</i>	<i>4</i>
<i>Community Survey.....</i>	<i>4</i>
<i>Required Public Hearing.....</i>	<i>5</i>
<i>First Visioning Workshop.....</i>	<i>5</i>
<i>Second Visioning Workshop</i>	<i>5</i>
<i>Open House.....</i>	<i>5</i>
<i>Final Public Hearings</i>	<i>6</i>
Schedule For Community Agenda	6

Introduction

Experience in public involvement has shown that lasting solutions are best identified when all segments of a community – individuals, elected officials, the business community, and civic organizations – are brought together in a spirit of cooperation. A collaborative approach to community engagement is not an opportunity, but a necessity. Community engagement and involvement is done for three reasons:

- To educate and increase public awareness
- To capture the knowledge and preferences of the people who live in and support the communities
- To mobilize support and acceptance of the plan

Communities that prosper do so because people work together to improve the quality of life that they want to sustain. The measure of effectiveness of a public involvement program is not that the public has been informed, but that public input has contributed to making a decision that is feasible and is supported by a large segment of the community.

Public comment and sentiment are a rich source of information about peoples' values and philosophies. These values and philosophies must be interpreted into meaningful information to guide the project. It is essential to know the community's values to avoid, minimize, and mitigate impacts as well as narrow the field of alternative solutions. This process is designed to accomplish the following:

- Improve the quality of decisions
- Increase ease of implementation
- Provide greater public understanding of community goals and objectives
- Provide tangible evidence that the community created its own identity

A successful comprehensive plan begins with a process of thinking about and visualizing the future. This Community Participation Program was crafted with these principles in mind and establishes a two-way communication between local citizens and their government officials, with the overall goal of better decisions supported by the public.

Identification of Stakeholders

The City Council, City Manager, staff, and consultants have worked together to identify those individuals and groups that have a special interest in the development of the community agenda for the City of Jefferson. The key Stakeholders are typically representatives from the general public, residents, professionals, business and industry leaders, church and civic leaders, media representatives, special interest groups, City staff and elected officials. It is important that the Stakeholder group consist of a diverse assortment of local representatives with different perspectives on the issue.

Mayor & Jefferson City Council

Jim Joiner, Mayor

Steve Kinney, District 1

6/11/2008

David S. Varnedoe, Jr., District 2
C.D. Kidd III, District 3
Randall "Bosie" Griffith, District 4
Roy Plott, District 5

City of Jefferson Staff

John A. Ward III, City Manager
Amie Vaughan, Finance Director
Beth Laughinghouse, Better Hometown Manager
Michelle Head, Civic Center Manager
Bobby Gooch, Fire Chief
Amy Carlan, Library Branch Manager
Ben Dillard, Parks and Recreation Director
Jeff Killip, Public Works Director
Joseph Wirthman, Chief of Police
John A. Ward III, Museum
Dr. John Jackson, Jefferson City Schools Superintendent

Residents of Jefferson

Sara Allen, Partial Comp. Plan Contributor
Guy Dean Benson, Partial Comp. Plan Contributor
Margaret Gee, Partial Comp. Plan Contributor
Mark and Kim Iannacone, Better Hometown Volunteers
Teresa Vaughan Smith, Better Hometown Volunteer
Mary Dugan, Better Hometown Volunteer

Developers

Bill Loparo, President, Jackson County Builders Association

Quad Cities Planning Commission

Larry Benton
Brant McMullan
Faye Griffin

Jackson County

Commission Representative
County Staff Representative

County, Regional Authorities

Ray Bauerband, Airport Authority
Alex Bryan, Jackson County Water and Sewer Authority

Others

Shane Short, Jackson Area Chamber of Commerce
Niel Wienges, Jefferson Downtown Development Authority
Malcolm Campbell, Jefferson Historic Commission

6/11/2008

Barbara Johnson, Jefferson Tree Committee
Roxane Rose, Living Jackson Magazine
Tom Murphy, Jefferson Area Business Association
Mark Bradley, Lions Club
Mark Mobley, Living Word Worship Center
Shirley Turner, Pilot Club
Clay Eubanks, Jefferson Rotary Club
Mike Buffett, Jackson Herald
Beth Deroshia, Boys and Girls Club
Angela McKinney, School Board
Homeowners Associations

Participation Techniques

Kickoff Meeting

The Consultants responsible for preparing the 2028 Comprehensive Plan presented the planning process to the City Council and Public at a regularly scheduled City Council meeting On September 4, 2007. The presentation emphasized the Local Planning Requirements from the Georgia Department of Community Affairs (DCA), effective May 1, 2005. Additionally, the purpose and approach of the 2030 plan will be covered and the questions and concerns of the City Council and the public will be addressed.

Planning Advisory Committee

A steering committee of residents, civic leaders, City staff and officials, and other stakeholders will be created. Special effort will be made to ensure that the committee has representatives from the many diverse communities in Jefferson. The committee will meet on January 28, 2008 before transmittal of the Assessment and CPP, and before the transmittal of the Agenda. The input provided by the Committee will be critical to developing the City's vision, Character Areas, and other components of the Comprehensive Plan. The Planning Advisory Committee will meet at critical points in the planning process as described in the Schedule on Page 5 of the Community Participation Program document

Community Survey

Residents will have the opportunity to complete a written survey to provide their input into the Comprehensive Plan. Respondents will prioritize issues and opportunities and express their vision for the City. Surveys will be available at the Jefferson Public Library, Civic Center, Boys and Girls Club, Churches, and other locations. Members of the Planning Advisory Committee will also be asked to distribute the surveys to their civic organizations and other, appropriate locations. Surveys will also be available at public meetings.

Required Public Hearing

As required under the State of Georgia Standards and Procedures for Local Comprehensive Planning, a public hearing before the Jefferson City Council will take place on February 11, 2008. The purpose of this hearing is to brief the community on the potential issues and opportunities identified in the Community Assessment, obtain input on the proposed Community Participation Program, and notify the community of when these plan components will be transmitted to the regional development center. The public will be informed of the plan's project schedule, the Visioning Workshops, and Open House and how they can get involved. The public will also be given the opportunity to comment on the process, the two draft documents, and their vision for the future of the City. After the public comments have been addressed, the Community Assessment and Community Participation Program will be transmitted to the regional development center by resolution of the City Council.

First Visioning Workshop

The Community Visioning Workshop is scheduled for May 6, 2008. The participants will be lead through a series of exercises that will help them create a vision for the City of Jefferson. Participants will discuss the issues and opportunities facing the City. The workshops will have three goals:

- 1) Identify what the community wants to Preserve, Change, Create, or Connect;
- 2) Establish a Vision; and
- 3) Refine Character Areas with small group exercises

Second Visioning Workshop

The Second Visioning Workshop will focus on how to realize the community's vision and possible solutions to the community's issues and opportunities. Results from the First Visioning Workshop will be presented. Participants will provide additional input through mapping exercises, small group discussions, and other methods. The details of how this meeting will be facilitated are dependant on what information the City needs following the First Community Meeting. The Second Workshop is scheduled for June 3, 2008.

Open House

An Open House, scheduled for July 29, 2008, will be an opportunity for participants to review and comment on the Draft Community Agenda. The Open House will serve to ensure that all development and land use issues have been identified and that the input received during the process has been reflected in the draft Community Agenda. It will allow high-level interaction and participation, enabling participants to engage in comfortable two-way dialogue. Stations will include displays, comment cards, handouts, and other informational materials. Formal written comments, collected at the conclusion of the Open House, will be summarized and responded to in the Draft Community Agenda. The Open House will be 2 hours in length and will take place after the City has had an opportunity to review and comment on the draft Community Agenda.

Final Public Hearings

The Community Agenda will be presented during a regular City Council meeting after a period of public review. The hearing is scheduled for September 1, 2008, before transmittal to the Northeast Georgia Regional Development Center (RDC) for regional and state review. The purpose of this hearing is to brief the community on the contents of the Community Agenda, provide an opportunity for residents to make final suggestions, additions or revisions, and notify the community of when the Community Agenda will be submitted to the RDC for review. After public comments have been addressed, the Community Agenda will be transmitted to the RDC by resolution of the governing body by January, 2009. A hearing will be held on the day of transmittal to inform the community of any changes to the plan based on the Community Agenda Presentation/Hearing held in September.

After the RDC and DCA review the Community Agenda, the final draft will be presented to the City Council and the public for adoption at a regular City Council meeting.

Schedule For Community Agenda

The following is the schedule for completion of the Community Agenda.

September 4, 2007	KICKOFF MEETING
January 28, 2008	PAC #1
February 11, 2008	ASSESSMENT TRANSMITTAL PUBLIC HEARING
May 6, 2008	FIRST VISIONING WORKSHOP
June 3, 2008	SECOND VISIONING WORKSHOP
July 29, 2008	OPEN HOUSE
August 11, 2008	PAC #2
September 1, 2008	COMMUNITY AGENDA PRESENTATION/HEARING
January, 2009	FINAL TRANSMITTAL HEARING
TBD	FINAL ADOPTION HEARING

PROJECT SCHEDULE

Activity	2007					2008												2009							
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
CPP Document																									
Public Meetings/Steering Committee		X				S				1	2	S	3		a										
Required Hearings							t										t								
Analysis of Supporting Data and Information																									
Analysis of Existing Development Patterns																									
Preparation of Community Assessment																									
Transmittal of CPP and CA																									
Prepare the Draft Community Agenda																									
Adoption process																									
Preparation of Final Deliverables*																									

* after final State approval of Community Agenda.

X - Kickoff Meetings

S - Steering Committee Meeting

1,2,3 - CPP Meetings (visioning workshops, open houses, etc)

t - transmittal hearing

a - Community Agenda Presentations

DCA Review Period

COUNTY OF JACKSON
STATE OF GEORGIA

RESOLUTION OF THE MAYOR
AND CITY COUNCIL OF THE CITY OF JEFFERSON

PREAMBLE AND FINDINGS


WHEREAS, the City of Jefferson has completed the Community Participation and Community Assessment documents as part of the 20-year Comprehensive Plan Update; and

WHEREAS, the Community Participation and Community Assessment 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 held on February 11, 2008, at 6:30pm at the Jefferson Civic Center, Jefferson, Georgia.

NOW BE IT THEREFORE RESOLVED, that the City Council of the City of Jefferson, does hereby submit the Community Assessment and the Community Participation Program portions of the 20-year Comprehensive Plan Update to the Northeast Georgia Regional Development Center for regional review and the Georgia Department of Community Affairs for official review, as per the requirements of the Georgia Planning Act of 1989.

SO, RESOLVED this the 25th of February, 2008, at the City of Jefferson, Jackson County, Georgia.

APPROVED BY:



JIM JOINER, MAYOR



STEVE KINNEY, COUNCIL MEMBER



DAVID VARNEDOE, COUNCIL MEMBER



C.D. KIDD, COUNCIL MEMBER



RANDALL GRIFFITH, COUNCIL MEMBER



ROY PLOTT, COUNCIL MEMBER

ATTEST:



ELIZABETH McDONALD, CITY CLERK