

Screven County; Towns of Hiltonia, Newington and Rocky Ford; and City of Oliver

Joint Comprehensive Plan

Component Two: Community Participation Program

Prepared by:



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Joint Comprehensive Plan
Component Two: Community Participation Plan

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J. C. Warren, Commissioner

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Joint Comprehensive Plan Steering Committee

Stan Sheppard, Chairman, Screven County
Roland Stubbs, Commissioner, Screven County
Gerry Forehand, Mayor, Town of Hiltonia
J. Donald Scott, Mayor, Town of Newington
Justine Brown, Mayor, City of Oliver
James Hankinson, Mayor, Town of Rocky Ford
Rick Jordan, Screven County Manager
Nancy Edenfield, Screven County Chamber of Commerce
Gayle Boykin, Screven County Economic Development Authority
Dr. Whit Myers, Superintendent, Screven County Schools

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Table of Contents

Purpose.....	1
State Minimum Requirements	1
Identification of Stakeholders	1
Steering Committee	1
Joint Comprehensive Plan Steering Committee	2
Additional Stakeholder Involvement	2
List of Participation Techniques	3
Public Workshops	4
Schedule for Completion of the Community Agenda.....	4

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Component Two: Community Participation Program

Purpose

The preparation of the Community Participation Program is an important first step in obtaining citizen participation and involvement in the Comprehensive Plan. Community participation is an important part of the comprehensive planning process. It is based on the adage “What they plan, they own.” When the planning process achieves diverse public input and involvement, the resulting plan is more likely to be implemented because the community takes pride and ownership in the plan.

The purpose of the Community Participation Program for the joint Screven County Comprehensive Plan is to insure that citizens and other stakeholders are aware of the planning process and are provided opportunities to comment on the local plan, individual plan components, or plan amendments. Widespread community involvement is crucial to preparing the Community Agenda component of the plan.

The Comprehensive Plan, when complete, represents Screven County’s and its citizens’ individual vision, and should reflect a full range of community values and desires developed for the citizens and by the citizens.

State Minimum Requirements

The Georgia Department of Community Affairs (DCA) sets the standards and procedures for developing local comprehensive plans in order to maintain Qualified Local Government (QLG) status and thus remain eligible for certain state funding and permitting programs. A new set of rules went into effect on May 1, 2005, which emphasizes the involvement of stakeholders and the general public in preparation of plans that include a well-conceived and achievable vision for the future.

The new DCA rules require that a community identify stakeholders and define the techniques by which they will promote widespread community participation, yet leaves the methods, structure and composition up to the governing body.

Identification of Stakeholders

Steering Committee

Elected officials from Screven County determined at the beginning of the process that a community-wide planning effort such as this needed their direct and consistent participation. A Steering Committee was formed to be the guiding body throughout the planning process and resolve any issues that may arise during the process. The Steering Committee first met on August 14, 2007. The Committee continues to meet as necessary to monitor the progress of the planning process and provide direction to the consulting team.

Members of the Steering Committee are:

Joint Comprehensive Plan Steering Committee

- Roland Stubbs, Commissioner, Screven County
- Stan Sheppard, Commissioner, Screven County
- Gerry Forehand, Mayor, Town of Hiltonia
- J. Donald Scott, Mayor, Town of Newington
- Justine Brown, Mayor, City of Oliver
- James Hankinson, Mayor, Town of Rocky Ford
- Rick Jordan, Screven County Manager
- Nancy Edenfield, Screven County Chamber of Commerce
- Gayle Boykin, Screven County Economic Development Authority
- Dr. Whit Myers, Superintendent, Screven County Schools

Additional stakeholders include Ray Hicks, UGA Cooperative Extension Office, and elected officials from Hiltonia, Newington, Rocky Ford, and Oliver. Separate meetings and interviews have been and will be conducted with stakeholders. The County will continue to seek comments from and the participation from the Rotary Club, and other local organizations.

Additional Stakeholder Involvement

The Joint Comprehensive Plan will seek additional input to the participation process through individual contacts and invitations. The following is a list of individuals that may be included in telephone interviews, face-to-face meetings and contacted directly to participate in the public forums.

Citizen Contacts	
Sarah Aaron	Banking
Clint Williams	Believers Church
Jason Beard	Business Owner
Hilda Boykin	Downtown Development Authority
Bill Lanford	DTD
George St. George	Hospital Authority
Rev. Vicki P. Scott	Mt. Zion UMC
Jimmy Murray	Murray & Associates Insurance and Real Estate
Wendy Warren	SCCC/Community in Schools Family Connection
Lisa Guidos	School-Link
Mary Lauren Jarrell	Screven County Health Dept.
Wendy Weinberger	Screven-Jenkins Regional Library
Karen Danao	The Cotton Patch
Ray Hicks	UGA Cooperative Extension

In addition to this list, the County realizes that involvement by the residents of the municipalities must be encouraged. The County will work with the towns and city to engage local residents in the agenda process.

List of Participation Techniques

Screven County, with assistance from the consulting team, will guide the citizen participation and coordination efforts associated with the development of the comprehensive plan.

The Community Participation Program tasks are derived from the essential need to educate the public and media regarding the Comprehensive Plan and ensure a broad participatory base. A specific emphasis on the views of all segments of the community will also include representation from the low and moderate income and minority populations identified in the planning process. The following tasks will aid the planning, assessment, evaluation, and implementation of the Comprehensive Plan.

Participation Technique	Included in CP Program	Explanation
Kiosk/Lobby Displays	Yes	Displays will be setup in the county building, library and the chamber office.
Speakers Bureau	Yes	Speakers will be available to make presentations.
Kick-off Information Meeting	Yes	A kick-off informational meeting is planned to provide a general overview of the planning process to the public, as well as to present the draft Community Assessment and Community Participation Program.
Printed Public Information	Yes	Printed materials and relevant handouts will be used as appropriate throughout the planning process.
Press Releases, Media Contacts	Yes	At key intervals throughout the planning process, press releases will be prepared and distributed to various forms of local media.
Media Strategies	No	Determined not to be effective in the City.
Cable TV	No	Not available.
Public Hearings	Yes	Two public hearings are planned as required.
Surveys	No	Deemed not cost effective for this process.
Local topic discussion workshops	Yes	A series of topic discussion meetings were held between October 2006 and March 2007 to educate the citizens and develop consensus.
Student Programs	No	Deemed not effective.
Email Blasts	No	The county does not maintain an email list to use for this purpose.
Design Charrettes	No	Cost prohibitive.
Community Preference Survey.	Yes	This visual survey will be conducted during one of the Public Workshops.
Technical Advisory Committee	No	The Steering Committee decided to forego the formal appointment of a Technical Advisory Committee. The Steering Committee will serve this role.
Steering Committee	Yes	The County formed a Steering Committee to guide the comprehensive plan process.
Stakeholder Meetings	Yes	Stakeholder meetings will be conducted in limited circumstances.
Stakeholder Interviews	Yes	One-on-one interviews with key community leaders.
Intergovernmental Partnership meetings	Yes	The City may meet with County representatives to discuss the City and the County Comprehensive plans.
Public Workshops and Visioning Sessions	Yes	Beginning in January 2008, the City is proposing three public workshops.

Website – Information only	Yes	The County will post relevant information to the Screven County Chamber of Commerce.
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Public Workshops

A series of four community workshops are planned to solicit input and feedback throughout the Agenda development process. The workshops are anticipated to focus on the following topics.

Workshop No. 1 – Vision and Refinement of Issues and Opportunities.

This workshop will provide an overview of the state planning goals. It will provide an opportunity for participants to express their vision for their community, and discuss issues and opportunities for their jurisdiction. Workshop No. 1 will also give participants opportunity to draft policies and Short-Term Work Program activities to address issues and opportunities from the Community Assessment.

Workshop No. 2 – Refinement of Vision, Issues and Opportunities, Policies, and Short-Term Work Program. – This workshop will continue the work started in Workshop No. 1. This workshop will review the vision begun in Workshop No. 1. Participants will continue to discuss issues and opportunities for their jurisdiction. Workshop No. 2 will continue to give participants opportunity to draft policies and Short-Term Work Program activities.

Workshop No. 3 – Develop Future Land Use Map, and Review Implementation Policies and Short-Term Work Program Items. The third workshop will allow participants to review the results of the previous public workshop and express their opinions about the proposed implementation policies. The primary focus will be on defining and creating the Future Development Map.

Municipal Workshops – A public workshop will be held in each municipality to enhance community participation and local involvement in the joint comprehensive plan process.

Schedule for Completion of the Community Agenda

The following timeline depicts Screven County’s joint Comprehensive Plan preparation process. Specific participation techniques, when they are expected to occur and the preparation and adoption process of the Community Agenda component are proposed in the timeline.

Scriven County Joint Comprehensive Plan Tasks: Community Agenda	January 2008	February 2008	March 2008	April 2008	May 2008	June 30, 2008
Public Workshop #1 – Draft Vision – Finalize Issues/Opportunities						
Public Workshop #2 –Finalize Issues/Opportunities ; Finalize Policies						
Public Workshop #3 – Future Development Map and Narrative						
Lobby Displays/Kiosks & Press Releases: Library and County Administration Building						
Information on County Website						
Public Meeting/Community Agenda Presented						
Public Hearing/Pass Resolution						
Community Agenda submitted to RDC/DCA						
Local Government Adoption						
Public Notice of Community Agenda Availability						
Recertification – June 30, 2008						