

*FINAL DRAFT*

Barrow County  
Comprehensive Plan 2007-2027

***COMMUNITY  
PARTICIPATION  
PROGRAM***



Prepared for:  
**Barrow County**  
Winder, Georgia

By:



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Atlanta, Georgia  
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Project 6311-06-0028



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# 1 Introduction

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## 1.1 Purpose

The purpose of the Community Participation Program is to ensure that the Barrow County Comprehensive Plan reflects the full range of the community's values and desires, by involving a diverse spectrum of stakeholders in development of the Community Agenda. This broad-based participation will help ensure that the plan is implemented as many are involved in its development and thereby become committed to seeing it through. The Community Participation Program provides a concise schedule to guide the development of the Community Agenda, including planned community participation events or meetings at key points during the process. This document includes three required steps described in the sections below:

- Identification of stakeholders
- Identification of participation techniques
- Schedule for completion of the Community Agenda

## 1.2 Scope

State law requires Barrow County to update its Comprehensive Plan by October 31, 2007. As prescribed by the Georgia Department of Community Affairs, the update of the Comprehensive Plan follows the Standards and Procedures for Local Comprehensive Planning effective May 1, 2005. Barrow County adopted its current Comprehensive Plan in January 1991.



## 2 Identification of Stakeholders

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Coordination and oversight are very important parts of the overall work effort for this project. This approach, to ensure proper management of the process, includes oversight by the Barrow County Board of Commissioners (BOC), the Barrow County Administrator, the City and Steering Committee and the County Stakeholders Group. Groups participating as stakeholders are listed below.

### **Barrow County Board of Commissioners**

- Doug Garrison, Chair
- Isaiah Berry, Commissioner District 4
- William J. “Bill” Brown, Commissioner District 2
- David Dyer, Commissioner District 5
- Ben Hendrix, Commissioner District 6
- Jerry Lampp, Commissioner District 1
- James Roger Wehunt, Commissioner District 3

### **City of Auburn Mayor and City Council**

- Harold Money, Mayor
- David Hawthorne, Councilmember
- Billy Parks, Councilmember
- Charles Sewell, Councilmember
- Dorissa Shackelford, Councilmember

### **Town of Bethlehem Mayor and City Council**

- Wayne Ridgeway, Mayor
- Beth Buchanan, Councilmember
- Sandy S. McNab, Councilmember
- Karen D. Robertson, Councilmember
- Dan Wages, Councilmember
- C. L. Wood Jr., Councilmember

### **Carl Mayor and City Council**

- David J. Brock, Mayor
- B.R. Banks, Councilmember
- Sarah Etheridge, Councilmember
- H.E. “Harry” Jones, Councilmember
- Frieda Knight, Councilmember

### **Statham Mayor and City Council**

- Robert Bridges, Mayor
- Mike Aaron, Councilmember
- Edna Jackson, Councilmember
- Betty Lyle, Councilmember
- Gayle Steed, Councilmember
- Hattie Thrasher, Councilmember



### **City of Winder Mayor and City Council**

- A.L. “Buddy” Ouzts, Mayor
- Charlie Eberhart, Councilmember
- Charles Haymon, Councilmember
- Mike Mingus, Councilmember
- Sonny Morris, Councilmember
- Ridley Parrish, Councilmember
- J.W. “Billy” Sheridan, Councilmember

### **Braselton Mayor and City Council**

- Pat Graham, Mayor
- Tom Clark, Councilmember
- Elise Cotter, Councilmember
- Dudley Ray, Councilmember
- Bruce Yates, Councilmember

### **Appointed Boards and Commissions**

- Barrow County Planning Commission
- City of Auburn Planning Commission
- City of Braselton Planning Commission
- City of Winder Planning Commission
- City of Winder Historic Preservation Commission

### **Comprehensive Transportation Plan/Comprehensive Plan Stakeholders Committee**

- James Abraham, City Planner, City of Auburn
- DeWayne Anderson, Helena Chemical Company
- Bob Beck, City Administrator, City of Winder
- Dave Brock, Mayor, Town of Carl
- Cherie Dalton, Planner, Barrow County
- Terry Darragh, Public Works Director, Barrow County
- Barry Edgar, Planning Director, City of Winder
- Joe Hayes, Planner, City of Statham
- Guy Herring, Planning Director, Barrow County
- Kevin Keller, Planning Director, Town of Braselton
- Tim Powell, Superintendent, City of Statham
- John Stell Jr., Russell, Stell, Smith & Mattison, P.C.
- Rebecca Whiddon, Senior Planner, Barrow County
- Mark Williams, Barrow Community Fund

### **Community Advisory Committee**

- Northeast Georgia Regional Development Center (NEGRDC) staff member
- Other committee nominees (two appointees representing each municipality and one resident of an unincorporated areas for commissioner district)

### **Project Management Team**

- Guy Herring, Barrow County Administrator



- Ron Huffman AICP – MACTEC
- Lee Walton, AICP – MACTEC
- Marty Sewell, AICP – MACTEC
- Paige Hatley – MACTEC
- Steve Brown – Carter & Burgess, Inc.

#### **Barrow County Municipalities**

- City of Auburn
- City of Bethlehem
- Town of Braselton
- Town of Carl
- City of Statham
- City of Winder

#### **Barrow County, City, Regional, and State Boards/Organizations**

- Barrow County Chamber of Commerce
- Winder-Barrow County Development Authority
- Downtown Development Authority of Winder
- Northeast Georgia Unified Development Authority
- City of Winder Historic Preservation Commission
- Georgia Department of Transportation



### 3 Participation Techniques

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Barrow County will rely heavily on public input during the preparation of the Community Agenda. Techniques described below will include Community Advisory Committee meetings, Stakeholder Committee meetings, presentations to elected officials, interviews, workshops, Web site, press releases, an Open House, and public hearings.

#### ***3.1 Comprehensive Plan/Comprehensive Transportation Plan Stakeholder Committee***

The Barrow County Comprehensive Plan/Comprehensive Transportation Plan (CTP) Stakeholders Committee (Stakeholders) includes staff representatives from the County government and from each municipal government. The Stakeholders Committee was originally formed to participate in the Barrow County CTP. The Comprehensive Plan update kicked off shortly after the CTP planning process. The Comprehensive Plan consultant team began to work with this same committee in December 2006, when they were introduced to the planning process and began defining preliminary issues and opportunities. The Stakeholders' role, to date, includes providing the consultant team with information on future plans, existing conditions, and major concerns in the County and in each city that provide insight in developing the Community Assessment and Analysis of Supporting Data. In addition, the Stakeholders will receive drafts of the major plan components at various points during the process and are responsible for reviewing the documents and providing feedback to ensure accuracy.

#### ***3.2 Community Advisory Committee***

The Community Advisory Committee will be selected by the County with assistance from the cities. Members may include a mix of elected or appointed city or County officials, key property owners, neighborhood leaders, chamber and other economic development professionals, community service providers, areas residents, representatives from the NEGRDC, and others with some stake in the future development of the County. The Community Advisory Committee will meet throughout the planning process to complement input received at the community workshops and to provide guidance to the consultant team as they clarify the various components of the plan.

#### ***3.3 Community Leader Interviews***

During the development of the Community Agenda, the consultant team will conduct one-on-one interviews with key community leaders using a standardized series of questions designed to gather detailed information about the County's future. Interviews will take place in person and by telephone.

#### ***3.4 Kickoff Meeting***

A joint kickoff meeting was held in April 2006 for the Barrow County Comprehensive Plan Update and the Barrow County Multi-Modal CTP. The BOC meeting room was filled to near capacity while attendees heard presentations by County staff, elected officials, the Atlanta Regional Commission, and the consultant teams working on the two projects.



### **3.5 Issues/Opportunities Questionnaire**

An Issues/Opportunities questionnaire was distributed to those who attended the kickoff meeting in April 2006 in Winder. The *Barrow County News* also printed the questionnaire in the newspaper edition following the meeting. The survey gave stakeholders an opportunity to provide the consultant team feedback related to the issues and opportunities the County and its municipalities face. Some questionnaires were collected at the meeting, while others were mailed to the consultant team. Responses were incorporated in the *Community Assessment's* Issues and Opportunities chapter.

### **3.6 Community Workshops**

Barrow County will conduct two phases of community workshops during the development of the Community Agenda. Visioning workshops will make up phase one. A Framework workshop makes up phase two. Each phase is briefly described below.

#### **3.6.1 Visioning Workshops**

Visioning workshops will take place in four subarea locations in the County with meetings to be held in Winder, Auburn, Statham, and Bethlehem in June and July 2007. These meetings will focus specifically on the subarea served by the meeting location while also including countywide planning policies. Sites will likely include public schools, city halls, and other community building meeting spaces that accommodate the meeting format. The various locations and dates will give County residents several opportunities to offer input on the future of Barrow County. The consultants will use the input from the workshops to finalize the issues and opportunities, character areas, and define a community vision.

#### **3.6.2 Countywide Framework Workshop**

A Countywide Framework workshop will take place following the Visioning workshops in Winder in late July 2007. The workshop will bring together each subarea and will be organized so that each subarea is addressed, allowing participants representing each area an opportunity to provide input. The consultants will use the input from the workshop to prepare a final draft of the issues and opportunities, character areas and community vision, and to begin exploring specific strategies designed to implement the community vision.

### **3.7 Open House**

The Open House, to be held in Winder in September 2007, will take place following the Framework workshop. The Open House will bring together all of the subareas for an Open House and final plan presentation. Participants will view the plans prepared for the County and will have the opportunity to offer comments that may result in changes to the plan prior to the transmittal public hearing.

### **3.8 Elected Officials Briefings**

The consultant will make presentations to the elected officials of the cities and County as needed. The first occurred at a regularly scheduled BOC meeting. The second occurs prior to the public hearings for the Community Agenda. Officials will have the opportunity to ask questions and provide feedback prior to returning to their respective jurisdictions and holding public hearings.



### **3.9 Public Hearings**

Public Hearings will be held in two rounds during the planning process at the Barrow County BOC meeting and at the city councils of Auburn, Bethlehem, Carl, Statham, and Winder. The first round of public hearings will announce to the public that the planning process for updating the comprehensive plan is underway. The second round of public hearings will brief the community on the contents of the Community Agenda. The following paragraphs describe the two public meetings in greater detail.

#### **Public Hearing 1: Transmittal of Community Assessment and Community Participation Program**

Public Hearings will take place at the Barrow County BOC meeting and at the municipalities' regularly scheduled council meetings. The public hearing will inform the public of the plan's project schedule and how they can get involved as outlined in this document. The public hearing also provides the community an opportunity to comment on the draft Community Assessment. The Community Assessment highlights the issues and opportunities that will be taken into consideration in developing the Community Agenda.

Following the public hearings, and based on input from the public and County officials, the Community Assessment, Analysis of Supporting Data, and Community Participation Program documents will be transmitted to the NEGRDC for review and comment.

#### **Transmittal of the Community Agenda**

The consultant will present the Community Agenda before the BOC at a public hearing following the Open House meeting. Public hearings for the city councils of each municipality will occur at regularly-scheduled meetings during the same general time period. The hearings provide an opportunity for residents to make final suggestions, additions, or revisions and to be informed of when the Community Agenda will be submitted to the NEGRDC for review.

Following the public hearings, and based on input from the public and County officials, the Community Agenda will be transmitted to the NEGRDC for review and comment.

### **3.10 Web Site**

The Barrow County Administration Office will post the Community Assessment, Analysis of Supporting Data, Community Participation Program, and the Community Agenda on the Barrow County Web site for public review at various points throughout the planning process. Browsers will be able to download the documents in PDF format and will be provided with contact information in order to submit comments by traditional mail, by e-mail, or by telephone. The Barrow County Web site address is as follows:

<http://www.barrowga.org/>

### **3.11 Media Strategies**

Press releases will be prepared and distributed to the newspaper, radio, and television stations that serve the Barrow County area. The press releases will be used to announce public meetings and the posting of documents for public review. Press releases will include contact information for the Barrow County Administration office.

In addition to press releases, Barrow County will work with Comcast, the local cable television provider, to include announcements of the public meetings and locations to view posted documents for public review on the government information channels. Barrow County and each municipality will also use utility bill announcements and other tools at their disposal.



### **3.12 Coordination with the Multi-Modal Transportation Plan**

The proposed schedule for completion of the Community Agenda (see Section 3.11) has been coordinated with the Barrow County Multi-Modal CTP, which is being developed concurrently with the comprehensive plan update. The Visioning and Framework workshops will provide opportunities for public input on both planning efforts. The Stakeholders Committee and Community Advisory Committee and advisory committee meetings also will address both efforts.

### **3.13 Schedule for Completion of the Community Agenda**

The full proposed schedule for completion of the Community Agenda is shown below.

- **CP/CTP Stakeholders Committee Meeting** – December 20, 2006
- **Public Hearing** – Transmittal Resolution for the Community Assessment/Community Participation Plan at the Barrow County BOC meetings and city council meetings – various March through June 2007
- **CP/CTP Stakeholders Committee Meeting** – May 31, 2007
- **Community Advisory Committee Meeting** – May 31, 2007
- **Visioning Workshops**
  - Bethlehem area – June 19, 2007
  - Auburn/Carl area – July 10, 2007
  - Statham area – July 12, 2007
  - Winder area – July 19, 2007
- **Framework Workshop** – July 31, 2007
- **Advisory Committee Meeting** – August 9, 2007
- **CP/CTP Stakeholders Meeting** – August 9, 2007
- **Advisory Committee Meeting** – August, 30 2007
- **CP/CTP Stakeholders Meeting** – August 30, 2007
- **Open House and Celebration** – September 2007
- **Public Hearing II** – Transmittal Resolution for Community Agenda held on the following dates for the Barrow County BOC at city council meetings – September/October 2007
- **Plan Adoption** – December 2007/January 2008 (dependant upon the adoption process and procedures required by Barrow County and each municipality)

