



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
Monday, September 18, 2017 – 2:00 P.M.
CITY HALL**

MEMBERS PRESENT: Jerry D. Roseberry, Mayor; and Councilmembers: George Holt; Jim Windham; David Eady; Mike Ready and Sarah Davis, Matt Pepper, Assistant City Manager; Lauran Willis, City Clerk; Councilmember Melvin Baker was not present.

OTHERS PRESENT: Mary Carter, Kelly Parker, Laura McCanless, Gary Saxon, Peggy Madden, Judy Greer, Patsy Burke, Hoyt & LaTrelle Oliver, Martha Molyneux, Chery Ready, Josh Roberts, Lyn Pace, Mike Besaw, Zack May, Anderson Wright, Adrienne Waddey, Ralph Staffins, Jeff Wearing, Louise Eady.

The meeting was called to order by Matt Pepper, Assistant City Manager

Matt announced the purpose of the Public Hearing if for the beginning of the city's comprehensive planning process. It is to brief the community on the planning process and opportunities for public participation where the attendees will be asked for their input on the city's future. Matt introduced John Devine of North East Regional Commission who will be assisting with the planning and its process. (Attached)


John Devine presented a power point to explain the commissions roll in the planning process. John explained his position in the Planning and Government Services Division is to provide the services, staff, resources and relationships for the needs of the city in preparing their comprehensive plans.

John explained what the Comprehensive Plan is and its components. He reviewed the basic plan and process and then opened the meeting for citizen input and discussion as it relates to its vision, needs, strength, weaknesses, opportunity and threats. (Attached)

After much discussion John announced that this is the first input public meeting, a public hearing will be scheduled in October, again in November of which citizens will have additional opportunity input. The Plan is due to be submitted to the State by February 5, 2018.

The meeting was adjourned at 3:25 pm.

Respectfully Submitted;


Lauran Willis, CMC/FOA
City Clerk



The City of Oxford announces a Public Hearing for the beginning of its comprehensive planning process at 2:00 PM on September 18, 2017 in the Oxford City Hall Community room. The purpose of the Public Hearing is to brief the community on the planning process and opportunities for public participation therein. A Public Meeting, at which attendees will be asked for their input on the City's future, will be held immediately afterward at the same location.

Comprehensive Plan Information

New Comprehensive Plan Process:

The new comprehensive plan process is helpful in producing workable, user-friendly documents that elected officials and staff understand and are unafraid of using regularly. Here is the key information on the new comprehensive planning process:

1. The plan is now one document, rather than a Community Assessment, Community Participation Program, and Community Agenda – the Comprehensive Plan has been simplified and streamlined. Under the new rules, some local government plans are roughly 20-30 pages.
2. “Basic” plan elements are done by the Regional Commission, upon local government request, at no cost:
 - a. Basic:
 - i. Vision.
 - ii. Needs and Opportunities.
 - iii. Community Work Program.
 - b. In addition, we must also include:
 - i. Land Use Element (because we have zoning).
 - ii. Transportation Element (because we are included in the Atlanta Regional Commission’s Metropolitan Planning Organization boundary).
3. Public involvement activities are, by nature of the Basic plan, limited to a public hearing and two or three input meetings, and a final public hearing. The public hearings take less than 15 minutes; the input meetings will last approximately 60-90 minutes.
4. The Land Use element allows a choice:
 - a. Continue to use the Character Area-based Future Development Map that our current plan features, with heavy descriptive language and a high degree of flexibility.
 - b. Pursue more the more traditional and rigid land use classifications (Residential, Commercial, Industrial, etc.) for simplicity’s sake.

* John Devine strongly recommends that we persist with the Character Areas/Future Development Map since it was developed with great care, and represents a far more detailed and nuanced approach to land use planning/community visioning.

Timeline for the Comprehensive Plan:

- Week of September 18th: 1st Public Hearing and 1st Input Meeting
- Week of October 9th or 16th: 2nd Input Meeting
- Week of November 29th: 2nd Public Hearing
- Week of December 4th: Submit plans to Regional Commission & DCA

- Week of February 5th, 2018: Council adopts new Comprehensive Plan .

The Next Steps:

Before our first public hearing, we should:

1. Appoint a steering committee. John suggests a group of no more than six people. We must include an elected official and an economic development representative.
2. Create a list and invite stakeholder groups and individuals to the input meetings (e.g. – Planning Commission, DDA, Historical Society, community non-profits, college, etc.). Please see the attachment for suggested stakeholders; the more, the better.
3. Advertise for the first public hearing/public meeting – the ad must run in a legal organ at least two weeks prior to the meeting.

Georgia Department of Community Affairs Supplemental Planning Recommendations

SUGGESTED STAKEHOLDERS

This list of suggested stakeholders for community planning is only a starting point to build upon. A stakeholder is an individual, group, or institution who has a "stake" or interest in the future of their community. It is important to identify and involve stakeholders (supporters and opponents alike) at the outset of the planning process. Those who are invited to participate or are involved from the beginning are more likely to support implementation of the plan, and less likely to undermine the planning process at a later time.

- Agricultural and forestry interests (Cooperative Extension, Farm Bureau, Georgia Forestry Commission)
- Banks
- Bicycle, hiking clubs
- Business owners, managers
- Churches, ecumenical councils
- Chambers of commerce—board members and staff
- City and county planning and design (both architectural and engineering) consultants
- Community development corporations
- Community residents representing a diverse range of backgrounds and interests
- Community service organizations
- Convention and Visitors Bureaus or other local/regional tourism officials
- County commission chair and commission members (or community's equivalent)
- County/regional authorities, agencies, and key staff
- Developers (profit and non-profit) and related planning and design consultants
- Downtown or area business people
- Entrepreneurs
- Environmental organizations
- Ethnic and minority groups
- Federal, state, regional agencies with local jurisdiction
- High school / college student representatives
- Immigrant groups
- Insurance companies
- Land trusts
- Library boards
- Local/regional news media
- Local/regional tourism officials
- Low-income groups
- Major employers
- Military base planners
- Municipal agencies and authorities (transit, housing, public works, economic development, etc.)
- Neighborhood organizations
- Other interested community parties not included in this list
- Planning commission, preservation commission, zoning boards, variance and appeals boards and key staff
- Preservation organizations and historical societies
- Property owners, including major land holders

Georgia Department of Community Affairs **Supplemental Planning Recommendations**

- Public and private school systems, and colleges or universities
- Public and Private Utility Boards/Directors
- Public/Community Health officials
- Public Safety officials
- Real estate professionals
- Regional office of the Georgia Environmental Protection Division
- School boards
- State agencies with substantial local facilities in area
- Trade associations (Homebuilders, etc.)
- Under-represented, marginalized groups
- Universities, private higher education
- Urban, suburban, and rural area business leaders