

City of Mansfield  
2021 Comprehensive Plan  
Public Hearing Agenda

Public Hearing  
2021 Comprehensive Plan  
July 13, 2020 @ 6 PM  
Mansfield Community House  
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- I. Call to Order:
- II. Invocation:
- III. Pledge of Allegiance:
- IV. New Business:
  - a. 2021 Comprehensive Plan Kick-off
- V. Adjournment:

City of Mansfield  
2021 Comprehensive Plan  
Public Hearing Minutes

Public Hearing Minutes  
2021 Comprehensive Plan  
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PRESENT: GW Davis Jr, Helen Robertson, Austin Mitchell, Bryan Hale

ABSENT: Blair Northen

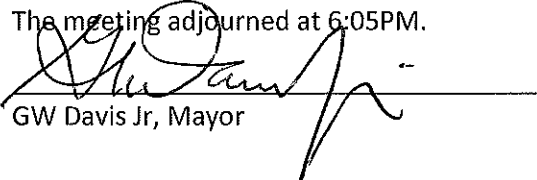
OTHERS PRESENT: Ashley Kelly, Miranda Hale

The honorable mayor GW Davis Jr called the meeting to order at 6:00PM.

There was no invocation or pledge.

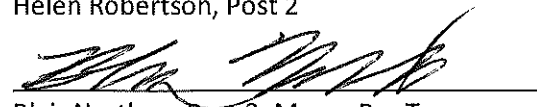
The honorable mayor GW Davis Jr read from the sheet provided by Mr. John Devine of the Northeast Georgia Regional Commission (attached). He also read what the steering committee and stakeholders should consist of. He asked each council person to come up with one name each who would be a good representation for the city.

The meeting adjourned at 6:05PM.


  
GW Davis Jr, Mayor

Vacant, Post 1

  
Helen Robertson, Post 2

  
Blair Northen, Post 3, Mayor Pro Tempore

  
Austin Mitchell, Post 4

  
Bryan Hale, Post 5

# Mansfield Comprehensive Plan 2021

## Public Hearing #1 Script

- I. Good evening and welcome. This is the required, initial public hearing for the development of Mansfield's update to the comprehensive plan. The purpose of this hearing is to brief the community on the planning process and opportunities for public participation therein.
  
- II. Mansfield has secured assistance from the Northeast Georgia Regional Commission to facilitate the comprehensive planning process; the NEGRC also assisted with the last comprehensive plan, which was adopted four years ago. The NEGRC will conduct a professional analysis of socioeconomic, housing, environmental, transportation, infrastructure, and other data; facilitate public meetings; draft the plan according to data and community input; and ensure that the process and the final document meet State of Georgia rules for comprehensive plan development.
  
- III. According to state rules, the City will designate a steering committee to provide guidance in the development of this plan. Additional opportunities for public involvement will include two or more input meetings (either in person or online, depending on conditions related to the COVID-19 pandemic), at least one online questionnaire, and a final public hearing.
  
- IV. The process will last through February 28, 2021, by which date the City must adopt the plan. A draft document will be transmitted for review no later than January 2021, after the City holds the final public hearing.
  
- V. Are there any comments or questions?

## Jeana Hyde

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**From:** John Devine <JDevine@negrc.org>  
**Sent:** Friday, June 12, 2020 3:20 PM  
**To:** Jeana Hyde  
**Subject:** Comprehensive plan: steering committee and stakeholders  
**Attachments:** DCA-SuggestedStakeholdersList.pdf

Hi, Jeana,

Now that we have the public hearing scheduled, we should firm up two lists to meet State requirements: the **steering committee** and **stakeholders**.

The **steering committee** should be approximately 5-7 people, including at least one elected official, one person involved in local economic development (could be a business owner, someone from the chamber, etc.), and one staff member (probably you). The steering committee will guide plan development, attend input meetings (they aren't required to attend public hearings), and provide other input throughout the process when needed.

Please refer to the attached PDF to form a list of **stakeholders**. Each identified individual/organization should be contacted with information about the planning process, particularly in regards to meeting notifications, online questionnaire availability, and other means of input. This can be done as a group email or individually (usually group), and is probably best achieved at intervals throughout the process – in other words, as soon as we schedule each meeting, the people and groups on your list should be contacted. People on the list do not need to agree to be included, nor do they need to attend meetings, etc. - *the purpose is to make sure you are notifying everyone who needs to know about the plan and the process.*

I'd also like the City's comments on the draft online questionnaire found at <https://796044.survey.fm/mansfield-comprehensive-plan-public-questionnaire>. Please let me know if you'd like me to change, add, or remove anything; this will be for the public, steering committee, Council, etc. - all residents are encouraged to provide input..

Finally, we will need to discuss other opportunities for public and stakeholder input, such as through social media, having elected officials and/or staff give brief presentations/informal talks at existing meetings (such as Rotary, nonprofits, chamber, scouts, etc.), holding Q&A sessions at Council meetings, and offering "meetings in a box" that use information provided by the NEGRC to have locals lead sessions within the community. *The NEGRC will, of course, conduct and facilitate the formal input meetings.* If you'd like to talk on the phone, I'd be glad to call you, or we can discuss over email.

Have a great weekend!

Regards,  
John

**JOHN DEVINE, AICP | PRINCIPAL PLANNER**

Planning & Government Services

NORTHEAST GEORGIA REGIONAL COMMISSION

305 Research Drive, Athens, GA 30605

706.369-5650 | [WWW.NEGRC.ORG](http://WWW.NEGRC.ORG)

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# 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

## Jeana Hyde

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**From:** John Devine <JDevine@negrc.org>  
**Sent:** Tuesday, May 12, 2020 1:22 PM  
**To:** Jeana Hyde  
**Cc:** GW Davis Jr  
**Subject:** RE: Comprehensive Plan  
**Attachments:** PH1\_script.pdf

Good Afternoon,

You would hold a hearing for the first item, conclude/close it, and then hold the second hearing. You will need the ad published for the comprehensive plan hearing at least 15 days prior to the date. Here is sample language for the ad:

*The City of Mansfield announces a Public Hearing for the beginning of its comprehensive planning process at [TIME/DATE/LOCATION – if this will be online, then you will need to reference where attendees would find access information; for example: "Interested parties will find access information for this online-only meeting on the City's website at [www.mansfieldga.gov](http://www.mansfieldga.gov)"]. The purpose of the Public Hearing is to brief the community on the planning process and opportunities for public participation therein.*

A script for the public hearing is attached. If there are any questions you can't answer, then please note them and send to me; I will provide written responses as best I can.

If you would like to set up a phone call to discuss the plan, the process, or anything else, then I would be happy to arrange a date and time with you.

Thank you!  
John

John Devine, AICP | Principal Planner  
Northeast Georgia Regional Commission  
305 Research Drive, Athens, GA 30605  
706.369.5650 | 706.369.5792 (f)  
negrc.org | jdevine@negrc.org

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**From:** Jeana Hyde [jhyde@mansfieldga.gov]  
**Sent:** Tuesday, May 12, 2020 11:17 AM  
**To:** John Devine  
**Cc:** GW Davis Jr  
**Subject:** RE: Comprehensive Plan

The Mayor was fine with the script to hold the initial public hearing. We have a work session on June 1 and a council meeting on June 8 but we were going to try to hold the required PH for the budget. Can those 2 meetings be held simultaneously, do you know?

**From:** John Devine <JDevine@negrc.org>  
**Sent:** Tuesday, May 12, 2020 11:04 AM  
**To:** Jeana Hyde <jhyde@mansfieldga.gov>  
**Subject:** RE: Comprehensive Plan

Hi, Jeana,

Doing well here, thank you.

Please let me know how the City would like to proceed. If you'd rather talk than email, then I'd be happy to call you this afternoon - just let me know what time.

Thanks!  
John

John Devine, AICP | Principal Planner  
Northeast Georgia Regional Commission  
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**From:** Jeana Hyde [[jhyde@mansfieldga.gov](mailto:jhyde@mansfieldga.gov)]  
**Sent:** Monday, May 11, 2020 11:55 AM  
**To:** John Devine  
**Subject:** RE: Comprehensive Plan

John,

I am well. I hope you are also.

We have a Council Meeting tonight and I will bring this up to the Mayor and Council.

Thank you for getting this process started and for the advertising directions.

*Jeana Hyde*  
City Administrator  
City of Mansfield  
POB 35  
3146 Hwy 11 S  
Mansfield GA 30055  
T# 770-786-7235  
[jhyde@mansfieldga.gov](mailto:jhyde@mansfieldga.gov)

**From:** John Devine <[JDevine@negrc.org](mailto:JDevine@negrc.org)>  
**Sent:** Friday, May 8, 2020 4:03 PM  
**To:** Jeana Hyde <[jhyde@mansfieldga.gov](mailto:jhyde@mansfieldga.gov)>  
**Subject:** Comprehensive Plan

Hi, Jeana,

I hope that this email finds you well.

I had a quick thought on the comprehensive plan: if the City has been conducting (or plans to conduct) official meetings online or in-person, could I provide you with a PowerPoint and/or a script to hold the required initial public hearing? That will get the ball rolling with kicking off the process, and it should only take a few minutes (especially if you'd just like a script for either you or the Mayor to read). From there, we can discuss putting together a steering committee, public involvement activities, and other project parameters.

The City will need to advertise it with at least 15 days' published notice in the legal organ.

Please let me know your thoughts at your convenience.



Thank you, and have a great weekend!

John

**JOHN DEVINE, AICP | PRINCIPAL PLANNER**

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CITY OF MANSFIELD  
PUBLIC HEARING

The City of Mansfield announces a Public Hearing for the beginning of its comprehensive planning process on July 13, 2020 at 6:00PM in the Mansfield Community House, 3158 Hwy 11, Mansfield GA 30055. The purpose of the public hearing is to brief the community on the planning process and opportunities for public participation therein.

*June 20-21 paper*