

# CITY OF MABLETON



WELCOME!!

# Planning Commissioners

# Agenda

## Intro

- Presentation/Onboarding – Chris
- Roles/Responsibilities
- Key Planning Documents
- Decision Making Process
- Legal/Ethical Consideration
- Common Planning Tools/Techniques
- Public Engagement
- Break - \*PC Packet review time
- Guidebook – Rob Hosack
- Legal/Ethical Review – Mr. Simmons / Mr. Wheeler
- What to expect when you elect (Chair and Vice-Chair)
- Mock Cases
  - Rowdy/Passionate Cases (NIMBY)
- Conclusion





# Introduction to City Staff

- City of Mableton Community Development Director - Vacant
- City of Mableton Planning and Zoning Manager – Christopher Wheeler
- City of Mableton Senior Planner - TBA



# Roles and Responsibilities of Planning Commissioner

- The purpose, duties and responsibilities of the Planning Commission shall include, but not be limited to, the following:
  - To work within the framework of City resolution.
  - To conduct public hearings, request and receive reports from staff and to review and make recommendations to the City Council, concerning matters brought before it; including, but not limited to, amendments to the comprehensive plan, zoning ordinance, official zoning map, or issuance of special use permits;
  - To initiate amendments to the official zoning map, comprehensive plan, or text of the zoning ordinance;
  - To advise the City regarding environmental policy, comprehensive planning, community development, housing, transportation land use issues, and capital improvements;
  - To work with the City departments, boards and authorities to the purpose of the Planning Commission and the City Council in carrying out their various functions by making recommendations to achieve the desired benefits on behalf of present and future City residents, businesses, and property owners.

# Key Planning Documents

- **Comprehensive Plan**

- A strategic planning document that guides the growth, development, and overall direction of a community, region, or city. It provides a framework for making decisions about land use, infrastructure, housing, transportation, economic development, and public services. The plan is typically developed by local governments or planning agencies, in collaboration with stakeholders such as residents, businesses, and other community members.

- **Zoning Ordinance**

- A is a set of laws or regulations established by a local government (city or county) that controls how land within its jurisdiction can be used. It is part of the broader land use planning process and aims to ensure that land development aligns with the community's goals, protects public health and safety, and supports orderly growth.

- **Subdivision Regulations**

- Are rules established by local governments that govern the division of land into smaller lots or parcels for the purpose of development, such as residential neighborhoods, commercial centers, or industrial areas. These regulations are designed to ensure that land development occurs in an orderly, safe, and efficient manner while meeting the community's needs and maintaining the public interest.

- **Special Districts/Overlay Zones**

# DECISION-MAKING PROCESS VOTING



## Pre-Meeting Procedures

Provide an overview of what happens before a Planning Commission meeting: review of applications packets, staff reports submissions, and public notices.

- (Planning Commission Work Session)



## During the Meeting

Outline how meetings are structured, who presents the information, and how members should ask questions, debate, and make decisions.

- (Call to Order, Roll Call, Approval of Agenda, Approval of Last Meeting Minutes)



## Public Hearings

Explain the process of holding public hearings, including how to manage public comment, legal requirements for public notice, and how to incorporate feedback.

- Applicant presentation, Opposition, Questions and Debate during the hearing



## Making Decisions and Voting

Provide guidance on how to vote on applications, what types of motions are appropriate, and what happens if a decision is tabled or deferred.

- (Approval, Denial, Continuance, Hold, Withdrawal Without Prejudice, Withdrawal with

# Legal and Ethical Considerations



## Open Meetings Laws (Sunshine Laws)

Explain requirements for transparency in public meetings and how decisions must be made in a public forum.



## Public Records Laws

Outline what constitutes a public record and how Planning Commission documents must be handled.



## Fair Housing and Equal Opportunity

Describe the importance of ensuring that land use decisions comply with federal and state fair housing laws.



## Ethical Guidelines

Overview of ethical considerations for commission members, including impartiality, fairness, and respect for community stakeholders.



# Common Planning Tools and Techniques



## GIS and Mapping Tools

Introduce the tools the Planning Commission may use to assess land-use decisions, like Geographic Information Systems (GIS) maps.



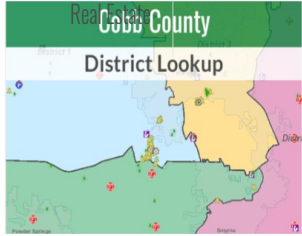
## Traffic Studies and Environmental Reviews

Discuss how traffic studies and environmental impact reviews can inform decisions.



## Site Plans and Development Proposals

Overview of site plan reviews and how they impact land-use decisions.



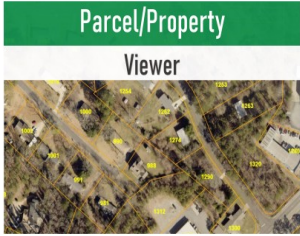
Cobb County District Lookup

Look up and explore your County Commissioner District



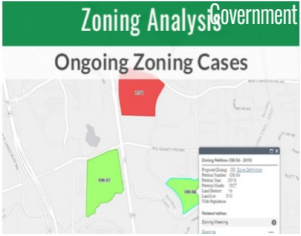
My Neighborhood: Cobb County Application

Cobb County's Premier Interactive Map



Cobb County Parcel Viewer

Find parcel information from local records in Cobb County

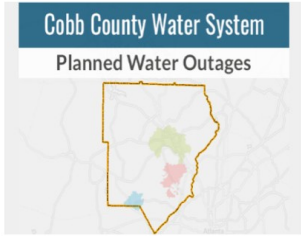


Cobb Zoning Analysis - App

Zoning Search - Active Zoning Cases for Cobb County, GA



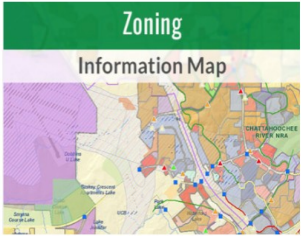
Cobb County Facility Look Up



Cobb County Water System Water Outages



Smooth Operations: Resurfacing at CCDOT



Cobb County Zoning Viewer



# Common Planning Commission Procedures(Findings of Fact)



## Review of Development Applications

Step-by-step process for reviewing and approving/rejecting applications (rezonings, site plans, etc.).



## Finding Consistency with the Comprehensive Plan

How to evaluate applications in light of the broader goals and policies of the Comprehensive Plan.



## Zoning Variances

Explanation of how and when variances can be granted and the criteria used to make these decisions.



## Conditional Use Permits

Overview of the process for evaluating conditional use permits and how they differ from zoning changes.



# Public Engagement



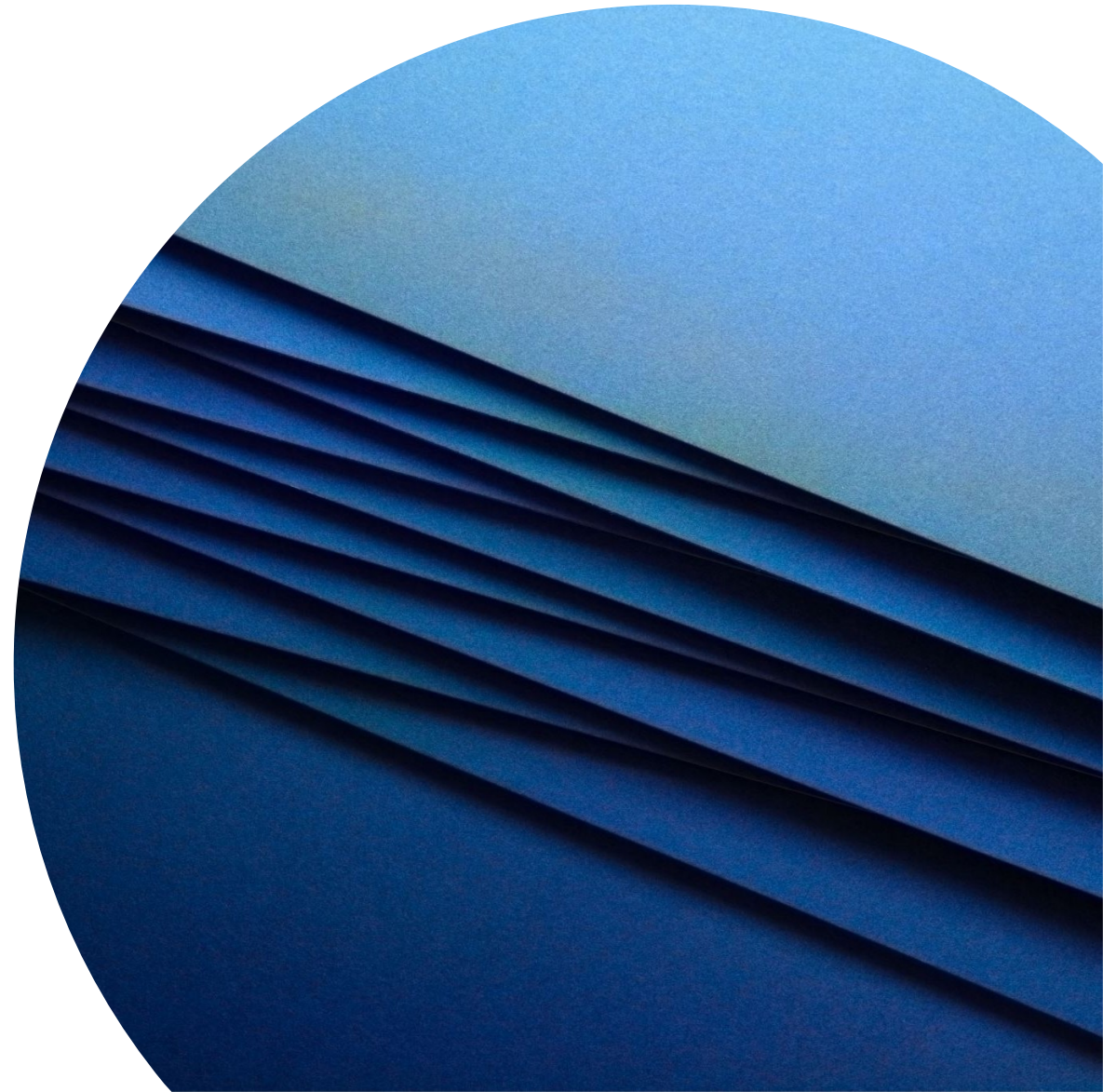
## Engaging the Community

Strategies for soliciting public feedback, ensuring public notices are properly distributed, and maintaining community engagement.



## Handling Public Comments

Guidelines for effectively managing public comment during meetings and considering public input in decision-making.



# Resources

- **Glossary of Key Terms**
  - A list of common planning and zoning terms and their definitions (e.g., zoning, variance, setback, etc.).
- **Important Contacts**
  - List of important resources (local planning staff, legal advisors, etc.).
- **Additional Reading and Learning Resources**
  - Suggested books, articles, and websites for further learning about urban planning and zoning.



## CONSIDERATIONS/CONCLUSION

- Staff Recommendations
- Information Provided by the Applicant
- Information provided by those speaking in favor of or against
- Comprehensive Plan – How does this property fit?
- Consider the surrounding Zonings
- What are the issues with developing property under current zoning?