



Agenda Item

Meeting Date: November 5, 2025

SUBJECT: Appointment of Stakeholders for Comprehensive Plan Update

Item: Action Item

Department: Planning and Zoning Department

Presented By: Tamaya Huff, Planning Manager

Background:

The City of Stone Mountain (City) is required to form a stakeholder committee to guide the development of the comprehensive plan per DCA per Rule 110-12-1.02(2)(a). The City's committee will include interested parties as recommended in the Department of Community Affairs (DCA), Rule 110-12-1.02(2)(a) and Supplemental Planning Guidance. Committee members will review the 2021 Plan, provide feedback, and share lessons learned, and inform the plan's development. Committee Members are requested to participate in all Steering Committee meetings from January 2026 until the committee is dissolved in May 2026.

Phase I Selection. City Council Representatives

Phase I of the Stakeholder Selection process involves appointments of Elected Officials. Staff request that the Council hold a vote on the appointment of council members to serve as stakeholders on the Comprehensive Plan Stakeholder Committee. A maximum of two elected officials is requested for appointments.

Phase II Agency Consultation & Stakeholder Participation

Phase II will focus on selecting agencies and government representatives who have experience in providing technical assistance for comprehensive plan development. Each participant will bring their unique professional perspective to the stakeholder committee. The City will reach out to the following agencies, inviting them to contribute technical input or participate as stakeholders on the committee. This is not an exhaustive list.

Table 1-1. Recommended Stakeholder Agencies

Agency
Dekalb County UGA Extension
Dekalb County Historic Preservation Commission
City of Stone Mountain Memorial Association
Dekalb County Stormwater
Georgia Department of Transportation
Dekalb County Department of Commerce
Dekalb County Fire Rescue
Dekalb County Board of Education

Up to (2) two agencies will be selected as stakeholder members to actively contribute to the planning process. It's encouraged that all other agencies review the comprehensive plan, and/ or attend public meetings to share feedback on the final draft of the plan. Invitations to participate will be sent out by **November 6, 2025**, and the invitation period will be concluded on **December 17, 2025**. In our previous comprehensive plan update, the City highlighted the importance of including the Stone Mountain Memorial Association in our planning efforts. Thus, prioritizing this agency for participation is encouraged, unless it chooses to opt out.

Phase III. Commission Appointments

Commission appointments from the Planning Commission (PC), Downtown Development Authority (DDA), and Historic Preservation Commission (HPC) will be requested during the following meetings:

- PC: December 15, 2025
- HPC: December 17, 2025
- DDA: November 20, 2025

Each commission will be requested to appoint at least two members to the stakeholder commission.

Phase IV. City Staff Appointments

The City Manager will appoint **seven (7) staff members** from the City to join the Stakeholder Committee. This committee will include the City Manager and representatives from Code Enforcement, Planning, Stormwater, Police, and other relevant positions as determined by the City Manager.

Phase V. Citizen Volunteers

Residents of the City will be invited to apply for a unique opportunity to contribute to the comprehensive plan development. Volunteers must meet **one** of the following criteria:

1. A residential property owner that appeared before PC as an applicant in the past six (6) months.
2. A business owner that appeared before the PC as an applicant in the past six (6) months.
3. A residential property owner who appeared before HPC as an applicant in the last six (6) months.
4. A business owner that appeared before HPC as an applicant in the past six (6) months.

Selected volunteers will provide valuable insights into the planning and historic preservation procedural processes to help shape current initiatives and future planning efforts.

Applications will be accepted from **November 6, 2025**, and will close on **December 17, 2025**. A minimum of two (2) volunteers, with the possibility of choosing up to four (4) volunteers are planned.

Summary

As indicated in Table 1-2, a total of **twenty-one (21) stakeholders** will be selected to participate in the Stakeholder Committee. The requirements for stakeholders planned to participate are listed in Table 1-2.

Table 1-2 Categories and Requirements for Stakeholder Members

Category	Requirements	Member Total
Elected Official	Local Elected Official	2
Agency Stakeholder	Officials of public agencies in City jurisdiction or Dekalb County (Federal, State, or Local)	2
Planning Commission	Active Planning Commissioner	2
Downtown Development Board Member	Active Downtown Board Member	2
Historic Preservation Commission Member	Active Historic Preservation Commission Member	2
City Staff	City Manager	1
	City Manager Appointees	6
Citizen Volunteers	A residential property owner in City who appeared before the PC as an applicant in the last six (6) months.	1
	A business owner of City who appeared before the PC as an applicant in the last six (6) months.	1
	A residential property owner in City who appeared before the HPC as an applicant in the last six (6) months.	1
	A business owner in City who appeared before the HPC as an applicant in the last six (6) months.	1
21 Maximum Members Members may only represent one category as presented in Table 1-2.		

The final committee is anticipated to be established by **December 17th**. The schedule of Stakeholder Meetings is enclosed for reference.

Resource Impact: No funding is required for this agenda item.

Attachments/Exhibits: Comprehensive Plan Stakeholder Development Schedule

Requested Action: For the mayor to appoint two Council Members to participate in the Stakeholder Committee.

Comprehensive Plan- Overall Schedule

[illegible]

Comprehensive Plan – Steering Committee Development

[illegible]