



# OCTOBER 2024 CITY MANAGER'S REPORT





# TABLE OF CONTENTS

Building	2
City Clerk	5
Code Enforcement	7
Communications	9
Economic Development	16
Human Resources	21
Municipal Court	24
Parks & Recreation	27
Planning & Zoning	31



# **BUILDING**



# BUILDING

Totals by Permit Type	# of Payments	Total Payments
Commercial Building Permit	2	\$720.00
Electrical Permit	23	\$6138,00
Mechanical/HVAC Permit	13	\$2485.00
Plumbing Permit	12	\$1780.00
Residential Building Permit	36	\$45,582.15
Roofing, Siding, Windows	18	\$3315.00
Sign Permit	3	\$150.00
<b>Total</b>	<b>107</b>	<b>\$60170.15</b>

### The Building and Permitting Vision

Creating safe, affordable, and sustainable buildings and communities for our City.

- Bi-weekly Building Staff Meetings
- Qminder Demo
- Completed BCEGS Questionnaire for Verisk
- Customer Service and Ethics Training

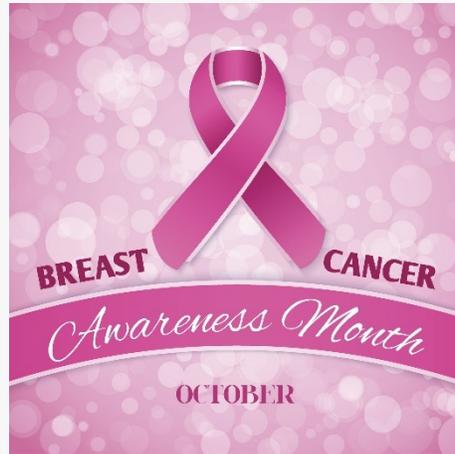
### Why do I need a permit for roof replacement?

**Roof replacement permits** are not imposed arbitrarily. There are several reasons for requiring permits:

- **Legal Compliance.** Permits are a legal requirement in most jurisdictions. Complying with local building codes and regulations is crucial to avoid legal issues and potential fines. Failing to do so can result in costly consequences down the road.
- **Safety Measures.** Roofing can be hazardous work. Commercial roofing and residential roofing permits ensure that safety standards are upheld during your project, reducing the risk of accidents and injuries. By requiring permits, authorities ensure that the work is carried out with the necessary precautions in place.
- **Quality Assurance** Permits usually involve roof inspections by qualified professional inspectors. These inspections help maintain the quality of workmanship and make sure everything meets the required standards and is built to last regardless of the type of roof.



# BUILDING CONT.





# CITY CLERK



# CITY CLERK

**Highlights: Following is City Clerk Office activity for the month of October 2024**

<b>Open Record Requests Rec'd</b>	28
<b>Council Meetings</b>	3
<b>Committee/Board Meetings</b>	4
<b>Ordinances Approved</b>	1
<b>Resolutions Approved</b>	0
<b>Proclamations</b>	0



# **CODE ENFORCEMENT**



# CODE ENFORCEMENT

	October 2024
Complaints	178
Inspections Conducted	347
Notices Issued	185
Violations Resolved	142
Signs Removed from ROW	0
Citations Issued	29
Sweeps & Special Projects	2

## October Highlights

- Environmental Court was held in Person on October 8th – A total of 45 properties and a total 118 violations were cited.
- Environmental Court trials were held Virtually on October 13th - A total of 27 properties and 65 violations were cited.
- Environmental Court bench trials and compliance calendar were held in person on October 20th. There were 75 properties and 166 violations were cited.
- Environmental Court was held virtually on October 22nd. A total of 33 properties and 81 violations were cited. Problem areas Fairington Ridge and Fontaine East properties were on this docket.
- Majority of staff attended Citizen’s Academy and participated with presentation.
- Staff attended several HOA meetings around the city
- Staff participated in Judicial Roundtable

A man in a dark suit, light-colored checkered shirt, and dark tie is standing in a meeting room. He is gesturing with his right hand while holding a white folder or document in his left. The room has dark wood cabinets and a white table with chairs. The entire image is overlaid with a semi-transparent red filter.

# COMMUNICATIONS

# COMMUNICATIONS

## Overview

Below, please find a brief overview of accomplishments for the month of October.

## Meetings/Trainings

- Pre-production, production and post-production for all live meetings
  - City Council (10-30-24).
  - Development Authority (10-24-24).
  - Charter Commission Meeting (10-22-24).
  - Film & Entertainment Commission (10-16-24).
  - Special Administrative Permit (10-15-24).
  - Work Session (10-14-24).
  - Transportation, Infrastructure, Parks, SPLOST (10-09-24).
  - Special Called Meeting (10-02-24).
  - Planning Commission (10-01-24).

## CITY EVENTS

Everett Park Volunteer Day  
(10-02-24).



Citizens Academy  
(10-03-24).



# COMMUNICATIONS CONT.

## CITY EVENTS CONT.

Citizens Academy  
(10-10-24).



Fall Festival  
(10-12-24)



Citizens Academy  
(10-17-24).



Walk With the Mayors  
(10-26-24).



# COMMUNICATIONS CONT.

## CITY EVENTS CONT.

3 vs 3 Basketball Tournament (10-26-24).



Trunk or Treat (10-31-24)



## SOCIAL MEDIA ANALYTICS

**Facebook**  
Followers: 511 | Page Likes 365

**Instagram**  
Followers: 2531

**X (Twitter)**  
Followers: 746

**Nextdoor**  
19,985 members  
13,512 claimed households  
110 neighborhoods

## SOCIAL MEDIA POSTINGS

Facebook | Instagram | X (Twitter) | Nextdoor

**Dekalb Testing Air Quality**  
Post Reach: 137  
Engagement: 2

**BIO LAB**  
Post Reach: 755  
Engagement: 22

**Georgia DOT Lane Closure**  
Post Reach: 316  
Engagement: 27

**Fall Festival**  
Post Reach: 801  
Engagement: 20

**Delayed Start**  
Post Reach: 650  
Engagement: 0

**Join Us For Fall Festival**  
Post Reach: 1205  
Engagement: 91



# COMMUNICATIONS CONT.

## SOCIAL MEDIA POSTINGS CONT.

Facebook | Instagram | X (Twitter) | Nextdoor

### Rockdale Press Release

Post Reach: 2236  
Engagement: 429

### Pinkout Day at Stonecrest

Post Reach: 157  
Engagement: 54

### Thanksgiving Giveaway

Post Reach: 870  
Engagement: 28

### Mayor Book Club

Post Reach: 1637  
Engagement: 17

### Mayor’s Brest Cancer Walk

Post Reach: 712  
Engagement: 34

### 3v3 Basketball Tournament

Post Reach: 590  
Engagement: 7

### Fall Festival

Post Reach: 819  
Engagement: 48

### Trunk or Treat

Post Reach: 734  
Engagement: 29

### Pinkout Day at Stonecrest

Post Reach: 157  
Engagement: 54

### Mayor’s 100 Women of Influence

Post Reach: 791  
Engagement: 28

### Mayor’s 3v3 Pro-Mo Video

Post Reach: 807  
Engagement: 38

### Mayor’s Breast Cancer Walk

Post Reach: 712  
Engagement: 34

### Panola Rd Paving Project

Post Reach: 1964  
Engagement: 339

### Fall Festival

Post Reach: 819  
Engagement: 48

### Trunk or Treat

Post Reach: 734  
Engagement: 29

### Mayor’s 100 Women of Influence

Post Reach: 791  
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## GRAPHICS CREATED

- School Presentation for Councilman Terry
- Film and Multimedia Form Requests Design
- FY25 Budget Presentation
- FY25 Budget Book



# COMMUNICATIONS CONT.

## GRAPHICS CREATED CONT.



- 1. Rockdale Health Alert — Stonecrest EPA Alert
- 2. Panola Road Paving Graphic
- 3. Trunk or Treat

- 4. Thanksgiving Turkey Giveaway
- 5. Graphic for Charter Commission Reschedule



# COMMUNICATIONS CONT.

## WEBSITE OVERALL TRAFFIC & MOST VISITED PAGES

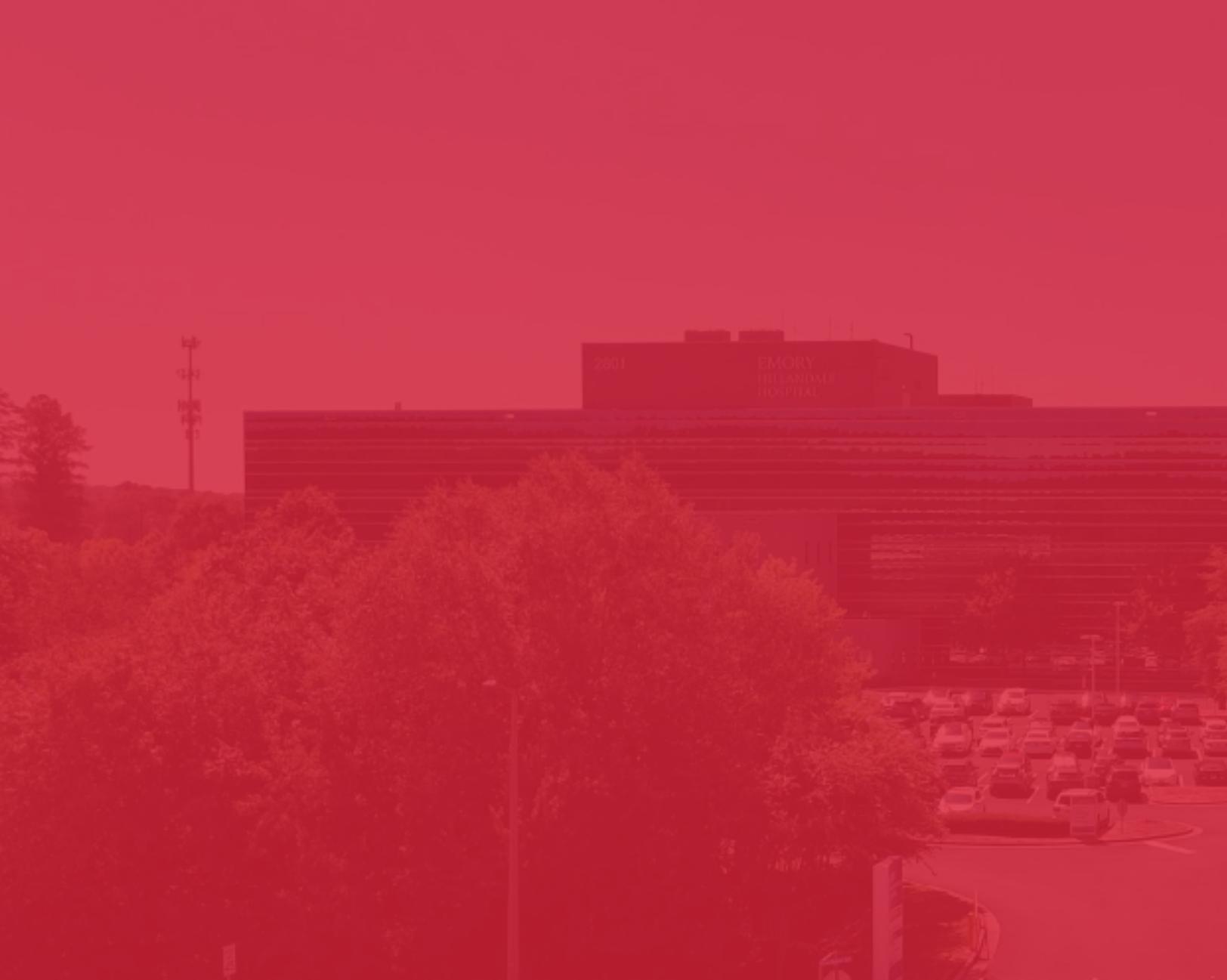
Page Title	Views
<b>Stonecrest, GA – Official City Website</b>	<b>(TOTAL) 4437</b>
Stonecrest,GA - City News	1670
City Calendar	1306
Stonecrest,GA - Careers	1096
Stonecrest,GA - City Council Meetings	609
Stonecrest,GA - Building & Land Use Dept.	566
Stonecrest,GA -City Business Licensing and Tax Forms	526
Stonecrest,GA - Parks & Recreation	521
Stonecrest,GA - Planning & Zoning	471
Stonecrest,GA - GDOT’s I-285 & I-20 Interchange Project	398
Featured Events	335

## CITY NEWS RELEASES

- City of Stonecrest Invests in Growing Pickleball to Promote Health & Community Engagement.
- Street Paving Along 1.5 Mile Stretch of Panola Road to Begin Thursday.
- City of Stonecrest Takes Major Steps to Crackdown on Unkept Abandoned Properties.
- City of Stonecrest Approves \$1.86 Million for Road Improvement Projects.
- Mayor Jazzmin Cobble Wins Award for her Hard Work as a Public Servant.

## FINAL NOTES

The Department of Communications is experiencing a period of dynamic growth. With a fully staffed team, we are already observing a strong return on investment. Social media activity and follower engagement have both increased, and website traffic has also risen. The expanded team allows for enhanced coverage of city meetings and events, while ongoing upgrades in equipment and streamlined services are expected to further elevate both the quality and reach of our communications.



# **ECONOMIC DEVELOPMENT**

## ECONOMIC DEVELOPMENT

### Dekalb FIFA World and Club Cup Welcome Committee



Earlier in October Christian Green, Director of Economic Development for Stonecrest was added to the FIFA World Cup Welcome Committee to assist the county and state begin the planning process for the World Cup in 2026 and Club Cup in 2025. Green’s experience in managing large entertainment events includes three Super Bowls and seven WasteManagement Opens in Arizona. The committee will work together with public and private

partners to identify ways the county and state can create economic and statewide impact for businesses and the communities they do business in.

### International Paper makes \$20M Investment in Stonecrest Facility

International Paper in Stonecrest’s Industrial park let Stonecrest Economic Development and Decide Dekalb know of their intentions to make a significant investment in their Stonecrest facilities in 2025. While the investment doesn’t increase jobs it does maintain the existing jobs and wage rate while increasing productivity and operational depth as a result of th investment. To learn more about these efforts please email **Christian Green** at [cgreen@stonecrestga.gov](mailto:cgreen@stonecrestga.gov).



### Ramping up for 2025 Entertainment District Recruitment

The Stonecrest Entertainment District has been solidified in the 2038 Comprehensive Plan, now the work begins. New slides have been created demonstrating the strength of the market for the experiential retail market sector and the team is ready to hit the road in 2025 to recruit top retailers to the area. Economic Development intends to attend the *International Council of Shopping Centers* Conference in May of 2025. ICSC is where top retailers from across the globe gather to learn about new opportunities. Stonecrest will be there with meetings scheduled every thirty minutes to drive investment to the area and ensure Stonecrest is at the top of everyone’s mind.



# ECONOMIC DEVELOPMENT CONT.

## Business Development



**6** New Unique Leads



**23** Active Projects

## Business Retention & Expansion



**100** Business Retention Visits Made in August 2024



**7** Total Visits 2024 Goal for BRE

## Film Productions



**20** Business Retention Visits Made in August 2024



**2** Total Film Production Applications 2024

## FACTS, FIGURES AND STATEMENTS

City Growth Trends (utilizing latest data available):

Costs of Community Services			
Expenditures per \$1.00 in Revenue by Land Use			
	Residential	Commercial/Industrial	Agriculture
<b>Averages</b>	\$1.53	\$.39	\$.43

Georgia Power recently shared data further highlighting the importance of commercial development in communities. For every \$1 spent by cities for development by type. Commercial/Industrial Development create the most net positive impact to the community.

Commercial Market Snapshots for Quarter 1 of 2024 are available on our website.  
-Data and Reports

Georgia Unemployment Rate Remains low: For 1st Quarter of 2024 the Atlanta Regional Commission forecasts that the Atlanta region is holding steady at 3% unemployment. Up one tenth of a percent from November and December of 2023.

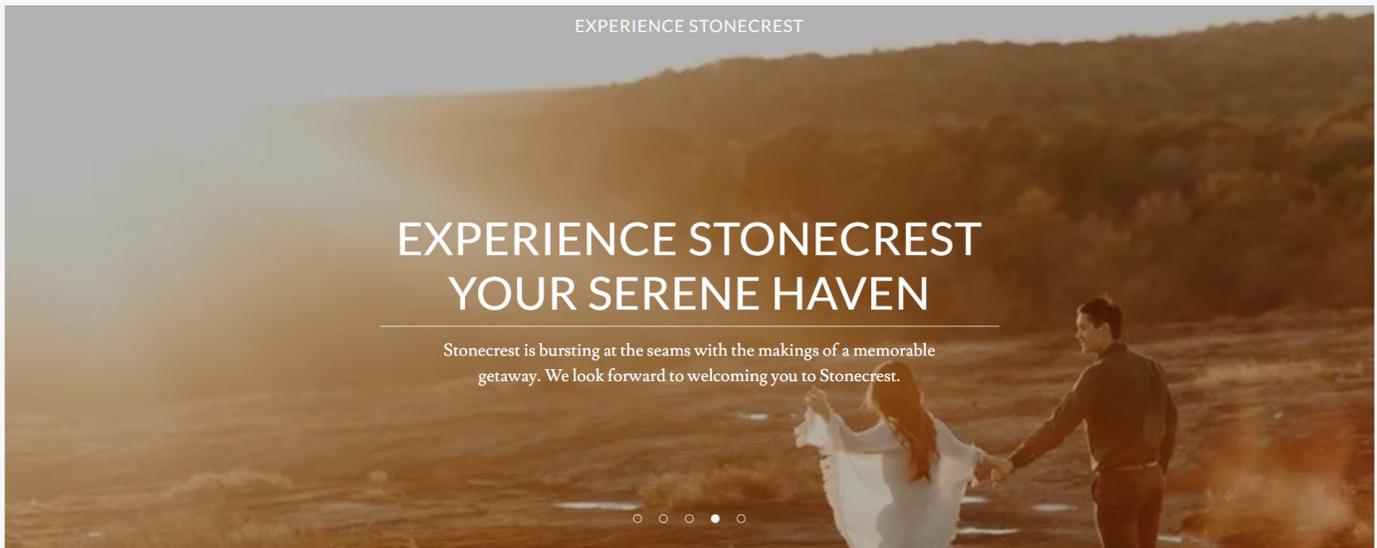
Median Household Income in Stonecrest are \$68,482 for 2024 Source: zoomprospector

## ECONOMIC DEVELOPMENT CONT.

The City of Stonecrest has a labor force of 33,000 and over 18,500 people work in the city.  
*Source: zoomprospector*

Nearly 180 new residential construction permits were issued in 2023. Source :  
*Economic Development Strategic Plan*

Stonecrest's Tourism under Economic Development launched *ExperienceStonecrest.com* earlier 1st Quarter 2024 to drive the experiential brand to tourists visiting and looking to visit the surrounding area in partnership with *DiscoverDeKalb*.



### The department's top target industry sectors for attraction and growth are:

- Professional Services
- Healthcare
- Film and Entertainment
- Transportation and Logistics
- Light Manufacturing
- Experiential Retail
- Data Centers
- Tourism



## ECONOMIC DEVELOPMENT CONT.

### Georgia Economic Development Statements

Area Development magazine named Georgia No. 1 for business – for ten straight years.  
*Source: Area Development and Georgia Governors Press Release*

Georgia ranked #4 y CNMB for Top States for Business in 2023. *Source: CNBC*

440 of the Fortune 500 companies call Georgia home

Georgia has a Corporate Income Tax Rate of 5.75%. Amongst other states Georgia Ranks 31st for Corporate Income tax rates. *Source: Tax Foundation*

Georgia Ranked #2 for Best States to Start a Business. *Source: Wallet Hub*



# HUMAN RESOURCES





# HUMAN RESOURCES

**Human Resources** started the open enrollment period (October 21 – November 15) with a benefits fair for employees on October 25, 2024. Employees have the option to participate in additional benefits being offered (short term disability and life insurance through AFLAC), with an effective date of January 1, 2025.

## HR OCTOBER 2024 STATS

Metric	Totals/Status
# of New Hires	49 YTD
# of Separations	21 YTD: 17 Voluntary and 4 Involuntary
Turnover Rate	35% YTD
# of WC Incidents	3 YTD
# of Vehicle Accidents	3 YTD
<b>Projects/Trainings</b>	
Time and Attendance Implementation:	Test Phase
ELEARN Implementation	Employee Imports Phase
Trainings	Customer Service and Ethics - GMA



## HUMAN RESOURCES CONT.

To promote Breast Cancer Awareness Month, employees participated in “Pink Out Day” October 18th. Employees also participated in our “Board of Support” where we remembered those who are fighting against/fought against the disease and those who are on longer with us.





# MUNICIPAL COURT



# MUNICIPAL COURT

**The Municipal Court** is committed to the court’s mission to provide efficient, fair resolution of all matters coming before it, and to ensure that all court users are afforded ready access to the court. The court will continue to emphasize public awareness and education, and further develop its procedures, so that the court may continue to provide excellent customer service.

## Accomplishments

Municipal Court completed a Self-Assessment of Municipal Court Best Practices. This Self-Assessment of Municipal Court Best Practices was developed by Georgia Municipal Association, Inc. as an informational tool for cities, and does not contain legal guidance.

## Events

Municipal Court Judges & Staff attended the District IV Meeting at the DeKalb Sheriff’s Office to discuss HB63.

## Upcoming Events:

STONECREST MUNICIPAL COURT  
3rd ANNUAL VIRTUAL  
**TOWN HALL**  
THURSDAY, NOV. 7TH  
**2:00 PM**

SCAN FOR ZOOM

**TOPICS:**

- New License Suspension Law (HB 926)
- Introduction of Warrant Clinic
- Overview of Criminal Record Restriction and Sealing in Georgia

**PRESENTERS:**  
Attorney Emily Spears  
Attorney Benjamin Pearlman

Court Administrator Mallory Q. Minor | 770-224-0179 | courtinfo@stonecrestga.gov

- Thursday, November 7, 2024 Municipal Court of Stonecrest Townhall
- Monday, December 2, 2024 2024 General Open Government “Essentials” Training Hosted by the Georgia First Amendment Foundations

## MUNICIPAL COURT CONT.

### Open Government Essentials

Gain a better understanding of Georgia laws governing public access to records, meetings and proceedings, as well as best-practice strategies for compliance.

- Tuesday, Dec. 2, 2024, 2-3 p.m.
- Virtual
- Registration required

[bit.ly/StonecrestTraining](https://bit.ly/StonecrestTraining)



**First Amendment Clinic**  
School of Law  
**UNIVERSITY OF GEORGIA**



**GEORGIA FIRST  
AMENDMENT  
FOUNDATION**

#### Major Projects:

- The Municipal Court Clerk's Office is implementing new court software.
- The Municipal Court Clerk's Office is continuing its Record Retention Project.

#### Court Dates

- October 8th In-Person Court Calendar
- October 10th Virtual Court Calendar
- October 15th In-Person Court Calendar
- October 24th Virtual Court Calendar

#### Workload/Activities:

- Case Count Disposition Report – Monthly – One Hundred and Nineteen (119) Cases Disposed
- Case Count Disposition Report – Year-to-Date – Eight Hundred and Fifty-Nine (859) Cases Disposed



# **PARKS & RECREATION**



# PARKS & RECREATION

## Special Events

### **Fall Festival**

- » Date: Saturday, October 12, 2024
- » Location: Browns Mill Recreation Center
- » Attendance Estimate: 250-300
- » Participating Vendors: 8

## Horticulture

### **Ongoing Maintenance Projects**

- » Everett Park Trail
- » BM Native Garden
- » Collaboration Projects
- » Browns Mill Elementary School
- » Created design and a scope of work

### **Stonecrest Garden Club**

- » Ga. Garden Club Association Flower Show Participants (Callanwolde Art Center)
- » The club won several awards
- » The Naturalist volunteered to help identify and catalog plants

## Operations

### *Operations Groups:*

#### **Facilities:**

Joe Heard –Facility Lead  
 Tony Banks – Facility Tech

#### **Grounds Crew:**

Keiron Lindsay –Grounds Supervisor  
 Stephen Shepard –Crew Lead

#### **Janitorial Crew:**

Serita Bass- custodian

#### **Special Projects:**

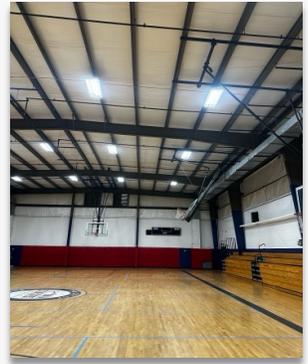
Contractors & Vendors

#### **Completed Projects:**

- Browns Mill new roof & Insulation project completed
- Browns Mill new ceiling tiles project completed
- Aquatic Center new toilets added completed
- Concession stand restroom and office light issue completed.
- Panola Shoals project completed

# PARKS & RECREATION CONT.

## Browns Mill New Roof & Insulation Project



## Browns Mill New Ceiling Tile Project





## PARKS & RECREATION CONT.

### **Athletic Fields**

#### **Rentals**

- » 24 rental uses / Southeast Complex & Browns Mill Complex
  - a. Soccer
  - b. Softball
  - c. Football
- » Total Rental Fees = \$492.73

#### **Browns Mill Community Center**

- » Room Rentals = 8
- » Gym Visits = Open basketball gym 2 times/week. Pickleball in gym 3 times/week.
- » Bridge = every Wednesday morning
- » Senior Fitness = Tuesday and Thursday mornings
- » Line dance = every Monday evening
- » Fleming Home School = Mon-Thurs
- » Revenue Generated = \$1,275



# PLANNING & ZONING

## PLANNING & ZONING

- Staff conducted research to move forward with a housing study review as recommended by the City Manager. Will work with ARC/DCA on upcoming Community Development Assistance Programs for technical and/or funding assistance.
- The land Development coordinator position has been filled. The new employee will start on November 18th.
- Attended training for Core Budget Module Review for the upcoming 2025 budget submittal.
  - Additional training is needed for staff to understand the full concept of what is required from each department.
- All staff site visit of project areas in the City.
  - Site visit of property (owner- Keith Chung) of 1892, 1806, and 1982 Rogers Lake Road. All three (3) parcels are separated. Work commencing on the property is in conjunction with DeKalb County.
  - The team is working to remedy the major outstanding issues of stream buffers and silt fencing with the property owner
- Meeting with the owner of the Arabia Mountain Winery.
  - Outstanding code issues have been resolved. The owner is aware that resolution is resulting in accessory structures and fencing being labeled as a legal non-conforming use on the property.
- Notices were sent from the Director of PZ to all sitting members of the Planning Commission and Zoning Board of Appeals.
  - Appointments for discussion will appear on the November 25th MCC agenda for discussion.
  - Staff will confirm dates for training by the UGA/Carl Vinson Institute of both Boards for January/February after confirmation of members to facilitate a day training for Planning/Zoning 101.
  - The cost of the training is \$4500 for up to 18 participants.
- Ongoing meetings with Economic Development to establish specific parcels in the “entertainment district” via comprehensive plan.
  - Parcel identification is underway.
  - PZ staff is working to create a draft of the policies and procedures, hours, and uses in the specified district.
- Attended Technical Review Committee.
- Presented at Citizen’s Academy.
- Deposition prep meetings with city’s legal team.
  - Mediation is scheduled for November 18th.

## PLANNING & ZONING CONT.

- Overlay and zoning interpretation meetings with Mayor and City legal counsel.
- Created a Tree Protection Guidelines and Procedures manual.
- **November cases/ meetings.**
  - TMOD 24-001 Truck Parking/ November 25th MCC
  - TMOD 24-002 Hours of Operation Based on Uses / November 25th MCC
  - TMOD 24-003 Alcohol Hours / November 25th MCC
  - RZ24-004 2680 Panola Road Rezoning from C-1 to MR-2 to develop a mixed-use residential community/ November 14th CPIM
  - V24-006 5526 Hillandale Drive to vary the architectural regulations for townhomes in a mixed-use residential community. / November 14th CPIM
  - V24-008 2680 Panola Road to vary dimensional requirements. / November 14th CPIM.
  - V24-007 2395 South Stone Mountain a request to vary permitted use for the development of a self-storage facility. /November 14th CPIM
- **Events /Projects (Approved/ Pending/ In Progress)**
  - January 18th 2025 NAACP MLK Walk (partnership with City of Stonecrest)
  - Judging of Mr./ Miss Arabia Mountain Scholarship Pageant -November 9th
- **Preparing for FY 2025 Budget Calendar**
  - PZ Director submitted requests to City Manager for consideration/approval.
  - Increase in professional services for Zoning/Overlay Review/Rewrite
  - Arborist added to department

As we continue to filter through prior projects to establish status. We will continue our goal and vision to make the Department of Planning and Zoning the best Department in the City. Moving forward there are numerous projects that we will undertake to continue our growth

### **DEPARTMENTAL ONGOING PROCESSES**

1. The team will create a Strategic Plan that will be included in a “proposed” Master Strategic Plan for the City.
  - ~~i. Create a departmental vision.~~
  - ~~ii. Create department goals.~~
  - ~~iii. Create a list of tasks to accomplish by November/December 2024.~~
2. The team will work with the Department of Economic Development to create architectural design standards for the major development area(s) and/or Overlay districts. / **Ongoing**



## PLANNING & ZONING CONT.

3. A City of Stonecrest Housing Study.
4. Create a Greenway Study.
5. Create a Stonecrest Historic Preservation Commission. *In progress*
  - i. Application for members
  - ii. Create as map of proposed historic districts.
  - iii. Bylaws for Commission
  - iv. ~~City Cart Ordinance~~
  - v. ~~Template for codifying/chart the Tree Ordinance and the calculation of the respective fees (Oct/Nov 2024).~~

### **Special Events (held in October):**

- "Aware Wildlife Wild Night Out" (SA24-071) - 3366 Klondike Road – 10/19/2024 or 10.26.2024, from 3.00 pm to 6.00 pm
  - "Empower Her to Vote" (SA24000088\_ - 5389 Winding Glen Drive – 10/15/2024 from 11.00 am to 4.00 pm
  - "Stonecrest Fest" (SA24-077) - 4929 Browns Mill Road– 10/05/2024 from 12.00 pm to 8.00 pm
- Upcoming Events: N/A

### **October 2024 Meetings:**

- Planning Commission – October 1, 2024
- Community Planning Information Meeting (CPIM) – October 10, 2024
- City Council W/S – October 14, 2024
- SAP Public Hearing – October 18, 2024
- Zoning Board of Appeals (ZBA) – October 18, 2024 (Cancelled)
- City Council Meeting – October 30, 2024

### **Upcoming Meetings (November 2024):**

- Planning Commission – November 05, 2024 (Cancelled)
- Community Planning Information Meeting (CPIM) – November 14, 2024
- SAP Public Hearing – November 19, 2024
- Zoning Board of Appeals (ZBA) – November 19, 2024 (Cancelled)
- City Council Meeting – November 25, 2024

## PLANNING & ZONING CONT.

### Workload/activities:

- Pre-App Meetings: 08
  - i. 1810 Coffee Road – Rezone from M-2 to M (10/03/2024 – 11.30 am)
  - ii. 1455 Rogers Lake Road - Rezoning from R100 to RSM (10/04/2024 – 10.30 am)
  - iii. 6478 Old Hillandale Dr - Convert school buses from gas to electric on the site. (10/09/2024 – 10.30 am)
  - iv. 6744 Browns Mill Road - Strip mall and shopping strip (10/10/2024 – 11.00 am)
  - v. 2972 Aberdeen Way - Type 1 Home Occupation. (10/14/2024 – 11.00 am)
  - vi. 8200 Mall Pkwy – Special Event (10/24/2024 – 11.30 am)
  - vii. 7006 Kensington Trail – Type 1 home occupation (10/29/2024 – 11.00 am)
  - viii. 5014 Klondike Road - Outdoor Charity Event (10/31/2024 – 11.30 am)
- Discussions: 09
  - i. 7218 Covington Hwy - Traffic study requirements (10/01/2024 – 11.00 am)
  - ii. 7301 Stonecrest Conours (592 lounge) – Hours of operations (10/07/2024 – 2.30 pm)
  - iii. 6641 Chaparral Drive - Deck addiction (10/10/2024 – 10.30 am)
  - iv. 6434 Chupp Road -LD23-000024 (10/22/2024 – 10.30 am)
  - v. 2348 Panola Road - Elite Vision Design LLC (10/22/2024 – 3.00 pm)
  - vi. 2193 Panola Road – Zoning Modification request: RZ19-005 (10/22/2024 – 3.30 pm)
  - vii. 6750 Stonecrest Industrial Way – IDI Development (10/29/2024 – 11.30 am)
  - viii. 6370 Woodrow Rd - LDP Submittal (10/29/2024 – 1.00 pm)
  - ix. 7273 S. Goddard Road - Arabia Mountain Vineyard LLC (10/31/2024 – 10.00 am)
- Planning & Zoning – Staff Meeting (10/03/2024 – 10.00 am) – *agenda attached*
- Technical Review Committee Meetings (TRC): 14 cases
  - 10/02/2024 - 01 case (agenda attached)
  - 10/09/2024 - 05 cases (agenda attached)
  - 10/16/2024 - 04 cases (agenda attached)
  - 10/23/2024 – 02 cases (agenda attached)
  - 10/30/2024 – 02 cases (agenda attached)
- Zoning Certification Requests: 10
- Business License Requests: 21
- Sign Request: 07
- Special Land Use Permits: 00
- Special Administrative Permit: 06

## PLANNING & ZONING CONT.

- Rezoning Applications: 01
- Planning Commission – October 1, 2024: Cases 04
- City Council W/S – October 14, 2024 – Cases: 01
- SAP Public Hearing – October 18, 2024 – Cases: 02
- City Council Meeting – October 30, 2024 – Cases: 04
- Collaborative Effort with DeKalb County RE:
- Out bounding check to Finance re Permit Fees: 00
- Land Disturbance Permit requests: 03
- Land Development: (Report Attached)
  - Minor Land Disturbance Permits reviewed: 00
  - Land Disturbance Permits issued: 00
  - Number of inspections: 55
  - Notices to comply issued: 12
  - Stop Work Orders issued: 01
  - Number of violations: 02
  - Stream buffer violations: 01
  - Complaints received: 02
- Refund of Application: 00
- Open Record Requests: 02
  - ORR 24 - 206
  - ORR 24 – 218

### **Other Highlights:**

- Open Enrollment Information Session: October 25, 2024: 10.00 am – 12.00 pm
- Customer Service and Ethics Training – Mandatory: October 30, 2024 - 9.00 am – 12.00 pm