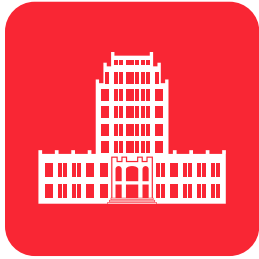


OPERATIONAL STATUS UPDATE

INFORMATION IS CHANGING RAPIDLY: PLEASE CHECK ATLANTAGA.GOV FOR UPDATES AND CURRENT ADVISORIES



CITY HALL IS CLOSED

UPDATES ON PERMITTING PROCEDURES

Submission of new plans is temporarily suspended for all offices. We are working to phase back in our operations and address the specific needs of each project. This is being done as we implement remote working and social distancing to limit the spread of COVID-19.


This **does not apply to applications currently accepted through Accela Citizen Access, by email or by phone** which are referenced in this update.

We will be moving our operations to **electronic submission**, routing, review, and approval as quickly as possible.

Check our homepage for more updates:
www.bit.ly/atlplanning

@atlplanning on Instagram and Twitter

CANCELLED UPCOMING PUBLIC MEETINGS

-  **Tree Conservation Commission** (March)
-  **Board of Zoning Appeals** (April)
-  **Urban Design Commission** (March)
-  **Zoning Review Board** (April)

In the meantime...

All fees invoiced by DCP are now **payable online**.

Certificate of Occupancy or **Certificate of Completions** will be emailed to applicants upon request and confirmation of all final project approvals.

For all paper-based projects currently in the review process, we are assessing all options to initiate, continue, and hand off approvals (both internally and externally) given the closure of City Hall. Please understand *there may be a delay while we transition to a remote environment* for these projects. Until further notice, **pickup of approved permits and plans is on hold** until we can determine the best, safest method of transfer.

Where revisions are required, we will accept those digitally via the associated plan review email address (many listed on next page).

Please note: City email can currently only accept files smaller than 25MB. We are actively coordinating with our IT department, AIM, to implement a way to accommodate larger files.

ONLINE PERMITTING OPTIONS

As a reminder, the following applications **can be applied for today in Accela Citizens Access, by email, or over the phone.** All applications are **available online** and can be filled out digitally. City email can accept files up to 25MB. We're looking into other options to accommodate larger files.

via Accela Citizens Access

www.aca3.accela.com/ATLANTA_GA

- **Arborist:** Dead, Dying or Hazardous, Complaint
- **Building Code Complaints**
- **Trades (MEP)**
- **Fire Sprinkler** (with mailed-in plans)
- **Temporary Noise Variance**
- **Concept Review Committee**

via Email

- **Arborist Complaints and Illegal Activity:**
arborist.dpcd@atlantaga.gov
- **Arborist appeals:**
treeappeal@atlantaga.gov
- **Requests for Addresses:**
addressing@atlantaga.gov
- **Zoning Verification Letters:**
zoningverification@atlantaga.gov

A PHASED APPROACH TO RESTORING OPERATIONS

Here's how we are working on phasing our current operations. Phase 1 would be the quickest to become available with Phases 2 and 3 to follow. Stay tuned for more details.

PHASE 1: AVAILABLE FIRST

Express permits

Sign permits

Outdoor Events

UDC: All staff-reviewed

Intergovernmental Projects

Commercial: All Alterations (tenant buildout, whitebox), Additions (less than 5Ksqft) Demolitions, Repairs, Pools, Conversions/Changes of use, Non-structural, Solar PV

General repairs: Zoning for exterior changes

PHASE 2: AVAILABLE NEXT

All residential permits

Subdivision: Consolidation, Replats, Zero Lot Lines, Lot of Record

BZA: Appeal, Special Exceptions, Variances

SAP: Signage, Revisions of previously approved SAPs, special or outdoor events, vending on private property

ZRB: Rezoning, Special Use, CDP, MRPA, Special Permit

Arborist: Landscape Plan Review

Fire Underground

Site Development

PHASE 3: AVAILABLE THIRD*

SAP: Beltline, cell tower, QOL, SPI

Subdivision: Lot Split, Plan Development

UDC: Committee reviewed

Commercial: Additions (over 5Ksqft, larger files), Land Development, Structural

All Multi-family

Alterations involving fire assembly, site, and grease traps

*TIMELINES TBD. WE ARE WORKING AS QUICKLY AS POSSIBLE TO RESTORE SERVICE TO ATLANTA.

Again, thank you for your continued patience in these challenging times. We appreciate your flexibility and understanding as we adjust our operations to maintain service to the residents of Atlanta.

CHECK IN WITH YOUR NETWORK AND NEIGHBORS.
WE'RE ALL IN THIS TOGETHER, ATLANTA.



DEPT. OF CITY PLANNING
COVID-19 RESPONSE