



4800 Ashford Dunwoody Road
 Dunwoody, Georgia 30338
 dunwoodyga.gov | 678.382.6700

MEMORANDUM

To: Mayor and City Council

From: Shane Peebles, Code Enforcement Manager

Date: November 14, 2022

Subject: Code Enforcement Overview Presentation

ITEM DESCRIPTION

The presentation provides an overview over operations and key priorities of the City's Code Enforcement Division. Key priorities include the apartment sweep program, vacant property maintenance, and short-term rental enforcement.

ATTACHMENTS

Presentation slides



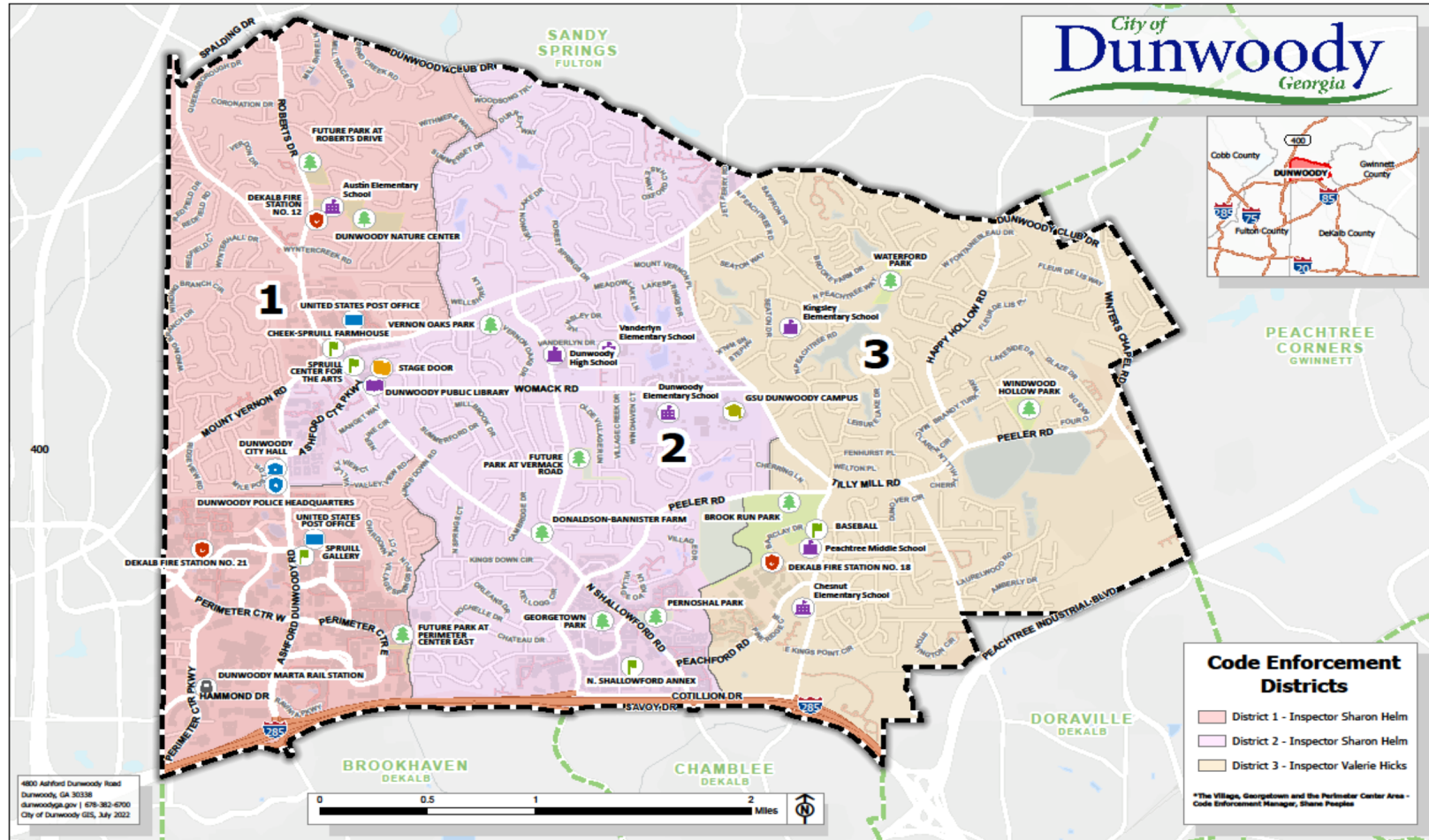
City of Dunwoody *Georgia*

Code Enforcement Overview

November 14, 2022

Packet page:...

Officers / Districts



Complaint/Code Enforcement Process

- Education
- Complaint
- Notice of Violation
- Citation
- Abatement

Education

- City Website
- Provides Code Enforcement Information
- On-line complaints can be filed

Reporting Code Violations

Code violations can now be reported online to help citizens and the City of Dunwoody staff connect more quickly and efficiently. When a request is submitted, an automated email is sent to city personnel. The request will then be evaluated and can be turned into a Code Enforcement case, if necessary. The status of the request can be updated by city staff and viewed by the individual who submitted the request.

There are two ways to submit requests:

1. Go to: dunwoodyga.gov/codeviolation
2. or download the mobile app "iWorQ Service Request" and use the Agency Code of Dunwoody.

You will be prompted to create a login using your email address or you can log in using your Facebook or Google account.

You will be able to access all previous requests you have submitted.

Please visit

www.dunwoodyga.gov, email compliance@dunwoodyga.gov, or call 678-382-6890 for more information.



Contact Information:

Shane Peeples
678.382.6807
shane.peeples@dunwoodyga.gov

Valerie Hicks
678.382.6813
valerie.hicks@dunwoodyga.gov

Sharon Helm
678.382.6814
sharon.helm@dunwoodyga.gov

City of
Dunwoody
Georgia
**CODE
ENFORCEMENT**

Disclaimer: This is not the full ordinance and should not be read as such.

Complaint Types

- Officer observed
- On-line Complaint
- Compliance email
- Compliance line
- City Staff

Notice of Violation/Warning

- Initial step in response to an Identified complaint
- Provided with reasonable time to correct violation
- This is NOT a citation



4800 Ashford Dunwoody Road
Dunwoody, Georgia 30338
P (678) 382-6700
dunwoodyga.gov

April 23, 2021

John Doe
1234 Green Drive
Dunwoody, Ga, 30338

RE: Kim's Convenience Store
1234 Green Drive
Garbage / Rubbish / Debris
Dunwoody Code Case Number 20210157

Dear John Doe,

The City of Dunwoody is dedicated to maintaining quality neighborhoods and an excellent community environment. The City appreciates your support of these goals; however, we received a complaint regarding your property at 1234 Green Drive and upon inspection found the property to be in violation of the following code(s):

Please correct the condition listed above by 04/30/2021. If left uncorrected, the City may initiate further enforcement action including the issuance of a citation to bring this matter before the Dunwoody Municipal Court.

If you have any questions, please contact me at 678-382-6807. We appreciate your prompt cooperation in resolving this matter.

Sincerely,

Code Compliance Officer

Cc: FILE

Citation

- Summons to appear in court

Issued when education and Notice of Violation have been provided and the time frame for compliance has elapsed.

Community Development
Department
4800 Ashford Dunwoody Road
Dunwoody GA 30338



Community Development
Department
4800 Ashford Dunwoody Road
Dunwoody GA 30338

Violator Information

NAME:

ADDRESS:

DATE OF BIRTH:

RACE:

HEIGHT:

HAIR COLOR:

Citation Number: 20210157

OLN #:

WEIGHT:

EYE COLOR:

OFFENSE AND DESCRIPTION

DATE OF CITATION:

ADDRESS OF VIOLATION:

DESCRIPTION OF VIOLATION:

SUMMONS

REPORTING OFFICER: Shane Peeples

You are hereby ordered to appear in Dunwoody Municipal Court to answer to this charge on the day of , 20 at in the Municipal Court at 4800 Ashford Dunwoody Rd 1st Floor in Dunwoody, Ga 30338 (678) 382-6700.

NOTICE: Please be advised that your failure to appear before the Municipal Court Judge on the above date and time WILL RESULT IN A BENCH WARRANT being issued for your arrest. It is imperative that you appear for your court date as assigned.

Signature acknowledges service of this summons and receipt of copy of the same.

Signature:

Phone #:

Date:

The undersigned has just and reasonable grounds to believe, that the person named herein has committed the offense set forth, contrary to law.

Reporting Officer Signature:

Shane Peeples

D.P.D. Officer Name:

D.P.D. Officer Signature:

Special Projects

- Apartment Sweeps
- Prohibited signs
- Commercial Property Sweeps
- Short-term Rental Enforcement

Apartment Sweep Program

- Inspections are done on multi-family units.
- Only exterior violations are noted.
- Property management is given an inspection report.
- Most cases 30 days to comply.

Apartment Sweep Program



Prohibited Signs



Vacant Properties

- Vacant property list is maintained
- Each property is inspected once a month.
- Properties are taken off list after purchase
- Critical inspections



Short-term Rental Enforcement

- Properties or Units are identified via citizen complaint, or rental website
- Once property owner is confirmed and identified a notice of violation is issued
- Property Owners are given a compliance date to bring any listed short term rentals in compliance. Compliance meaning listing is available for lease of 30 days or more.

Short-term Rental Enforcement

- Working closely with leasing offices to identify units within multi-family properties.
- Challenges identifying persons with listings in multi-family units.
- Challenges in monitoring different platforms that list rentals.
- Education is working with single family rentals.

Questions and Discussion