

## CODE ENFORCEMENT DIVISION

The ACC Code Enforcement Division (formerly known as the Community Protection Division) is a division of the ACC Building Permits and Inspections Department and responsible for code compliance and enforcement.



### REPORT CODE VIOLATIONS

Each citizen has a right and is encouraged to report code violations. Reports may be made by phone (706-613-3790), email ([codeenforcement@accgov.com](mailto:codeenforcement@accgov.com)), or in person to the Community Protection Division. Violations can also be reported to a member of the Athens-Clarke County Commission or the Clerk of Commission.



### VIEW ORDINANCES ONLINE

The Code of Athens-Clarke County is available to all citizens through the Clerk of Commission and on the Athens-Clarke County web site at [www.accgov.com/codeenforcement](http://www.accgov.com/codeenforcement).

*Community Education Project developed by the Athens-Clarke County Building Permits & Inspections Department, Planning Department, and Public Information Office*

Updated May 2018

## HELPFUL NUMBERS

### Building Inspections & Permits

706-613-3520

[accgov.com/buildinginspection](http://accgov.com/buildinginspection)

### Business Occupation Tax & Permits

706-613-3050

[accgov.com/finance](http://accgov.com/finance)

### Clarke County Environmental Health

706-583-2658

[publichealthathens.com](http://publichealthathens.com)

### Code Enforcement Division

706-613-3790

[accgov.com/codeenforcement](http://accgov.com/codeenforcement)

### Fire Marshal & Permits

706-613-3360

[accgov.com/fire](http://accgov.com/fire)

### Municipal Court & Administrative Hearing Officer

706-613-3690 ext. 303

[accgov.com/municipalcourt](http://accgov.com/municipalcourt)

### Planning & Zoning

706-613-3515

[accgov.com/planning](http://accgov.com/planning)

### Police Department

706-613-3330

[accgov.com/police](http://accgov.com/police)

### Public Information Office

706-613-3795

[accgov.com/pio](http://accgov.com/pio)

### Public Utilities

706-613-3470

[accgov.com/publicutilities](http://accgov.com/publicutilities)

### Solid Waste & Leaf/Limb

706-613-3501

[accgov.com/solidwaste](http://accgov.com/solidwaste)

### Transportation & Public Works

706-613-3440

[accgov.com/publicworks](http://accgov.com/publicworks)

## Helpful Ordinance Information for Businesses in Athens-Clarke County



### Athens-Clarke County Code Enforcement Division

120 W. Dougherty Street Athens, GA 30601

706-613-3790

706-613-3792 (Fax)

[www.accgov.com](http://www.accgov.com)

[codeenforcement@accgov.com](mailto:codeenforcement@accgov.com)

## DO YOU KNOW ABOUT THESE ORDINANCES?

The following are brief descriptions of ordinances that generate the most questions about the code. Questions about the code should be directed to the Building Inspections & Permits Department's Code Enforcement Division.



### SMOKING IN PLACES OF EMPLOYMENT [4-3-4 (a)]

With some specific exceptions, smoking is prohibited in all enclosed areas within places of employment in Athens-Clarke County, including, but not limited to:

- common work areas,
- auditoriums,
- classrooms,
- conference and meeting rooms,
- private offices,
- elevators,
- hallways,
- medical facilities,
- cafeterias, and
- employee lounges.

### NO SMOKING SIGNS [4-3-7 (a)]

“No Smoking” signs or the international “No Smoking” symbol of a burning cigarette enclosed in a red circle with a red bar across it should be clearly and conspicuously posted in every public place or place of employment where smoking is prohibited by this chapter.



### OCCUPATIONAL TAXES & FEES [6-1-1]

Each person engaged in any business, trade, profession, or occupation in Athens-Clarke County should pay an occupation tax for said business, trade, profession or occupation. This includes those with a location in Athens-Clarke County (including home-based businesses) or an out-of-state business with no location in Georgia, but that exerts substantial efforts within Georgia based on Official Code of Georgia (O.C.G.A) § 48-13-7.



### BUILDING PERMITS [7-1-6 (a)]

A building permit is required before starting construction, erection, moving or alteration of any building or structure where the estimated cost is figured to be over \$100.



### AVAILABILITY OF FACILITIES [9-30-8 (e)]

Required parking is for parking of operable passenger vehicles of residents, customers, and employees only. It should not be used for storing or displaying vehicles or materials.



### STREET NUMBER DESIGNATION [7-3-12(b)(5)]

The official numbers for each principal building or each front entrance to such building shall meet at least one of the following requirements:

- Numbers should be at least 2” tall if posted on a mailbox located along a public right-of-way in front of the principal structure to be identified.
- Numbers should be at least 4” tall if located on a principal structure within 50’ of the public right-of-way.

The size is increased 1” for each additional 50’ distance between the public right-of-way on which the principal structure fronts and the principal structure itself. The official numbers should be clearly legible and distinguishable from the street on which the property is located.



### PLANS REVIEW:

Plans review is required on all new construction that is not zoned single family. It may also be required on any renovation work of existing structures that is not zoned single family. A change of use permit is required if a location is changing from one type of business or use to another. Contact the Building Inspections & Permits Department or Planning Department for further information.