



Avondale Estates New Business Guide

(Web version; printed booklet version available at Avondale Estates City Hall)

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 - Zoning Ordinance
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 - Building Permit

**Please note that Avondale Estates City Hall must authorize all permits before taking permits to Dekalb County.*

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Welcome!



Bonnie Kallenberg

On Behalf of the Avondale Estates Business Association, I would like to welcome you and your business to the City of Avondale Estates. We hope that you find our city a great place to do business. The Avondale Estates Business Association partnering with the Avondale Estates Downtown Development Authority worked to create this “new business guide” in an effort to provide clarity and simplicity to the licensing process for new businesses. We hope you find it helpful.

I would also like to invite you to join the AEBA, which is open to all licensed businesses in the city and the surrounding areas. Meetings are held the 2nd Monday of each month at 7pm and are hosted by a member business. Please see the website for the schedule of meeting places www.avondaleestatesbiz.com and let me know if you would like to host a meeting in the future.

Joining the AEBA is a good way to introduce yourself and your business to the business community, to network, and to get current and accurate information about events and issues in the city. We hope to see you at our next meeting!

Sincerely,

A handwritten signature in black ink that reads "Bonnie Kallenberg".

Bonnie Kallenberg
AEBA Chairwoman
Bonnie.kallenberg@fkconsign.com

About the AEBA

AEBA Officers

Chairwoman: Bonnie Kallenberg~*Finders Keepers*bonnie.kallenberg@fkconsign.com
 Vice-Chair: Cordele Rolle~*AJ Miles Media Group*cordele@ajmilesmedia.com
 Treasurer: Michael O'Keefe~*Avondale Pizza Cafe*okeefe_michael@yahoo.com
 Secretary: Mary Bell~*Avondale Antiques*garazorback@mindspring.com

AEBA Committee Chairs

Mentoring: Rusty Bowers~*Pine Street Market*info@pinestreetmarket.com
 Neighborhood Watch: Eva Roswell~*Our Way Cafe*cafeourway@aol.com

Downtown Development Authority:

Bart Webb~*Bart Webb Studios*bart@bartwebbstudios.com
 Layne Whitehead-Lee,~*Sweet and Sinful*layne@sweetnsinful.com

Contact

AEBA (Avondale Estates Business Association)
 Bonnie Kallenberg
 C/O of Finders Keepers
 84 North Avondale Road
 Avondale Estates, GA 30002
 (404) 931-7785
 info@avondaleestatesbiz.com

City of Avondale Estates Monthly Meeting Schedule:

1st Monday	HPC/ARB7:00 p.m.
2nd Monday	AEBA7:00 p.m.
3rd Monday	Planning & Zoning7:00 p.m.
2nd Tuesday	DDA6:30 p.m.
3rd Tuesday	Board of Appeals6:30 p.m.
Wednesday prior to	BOMC Regular Work Session5:30 p.m.
4th Monday	BOMC Regular Meeting7:30 p.m.

All business owners are welcome to attend all meetings.
 Meetings are subject to change.
 Please contact City Hall or check website to confirm.

Important Phone Numbers:

Avondale Estates City Hall(404) 294-5400
<i>Clai Brown, City Manager</i>	
<i>Karen Holmes, Administrative Assistant</i>	
<i>Caryl Albarran, Code Enforcement Officer</i>	
Bryan Armstead <i>Public Works Director</i>(404) 391-7331
Ed Rieker <i>Mayor</i>(404) 292-1833
Jill Joyner Bush <i>Chair of the Downtown Development Authority</i>(404) 664-3356
Bonnie Kallenberg <i>Chair of the AEBA</i>(404) 377-1944
Rusty Bowers <i>Chair of the AEBA Mentoring Committee</i>(404) 275-5166
Allan Kirwan <i>City Greeter</i>(678) 779-3571
Atlanta Gas Light <i>emergency gas leak center</i>(770) 907-4231
BellSouth <i>repairs</i>(877) 737-2478
Comcast Cable(404) 266-2278
Dekalb County <i>Water & Sewer</i>(770) 621-7200
Dekalb County Tax Commissioner(404) 298-4000
Dekalb County Development Department(404) 371-2167
Utilities Protection Center of Georgia <i>Dig Hotline</i>(800) 282-7411
Dekalb County Chamber of Commerce(404) 378-8000

Important Websites:

City of Avondale Estates www.avondaleestates.org
Dekalb County www.co.dekalb.ga.us
Georgia Small Business Development Center www.georgiasbdc.org
Avondale Estates Business Association www.avondaleestatesbiz.com

Important Abbreviations:

AEBAAvondale Estates Business Association
BOMCBoard of Mayor & Commissioners
DDADowntown Development Authority
HPC/ARBHistoric Preservation Commission/ Architectural Review Board

Applying for a Business License:

1. Fill out Application* and return to City Hall. Please bring photo I.D. so City Hall can make a photocopy for their record.
2. Contact Dekalb Fire Marshall to perform inspection (404) 371-3010. Make sure to have required fire extinguishers with inspection tag**.
3. Contact City Code Enforcement Department to perform inspection (404) 391-7331. They will need to see the fire inspection report.
4. Once Steps 1 through 3 are completed, return to City Hall to pay the Business License fee. This will include a \$60 fee plus the Occupation Tax as determined on the application.

*application available for download @ <http://www.avondaleestates.org/applications.html>

** Georgia Fire Protection is one of several sources for inspection tags 404-294-4476

Download Forms, ordinances, and permits*

Please visit <http://www.avondaleestates.org/applications.html> for forms and information on:

- Avondale Estates Code of Ordinances
- Alcohol Beverage License Application
- Board Application
- **Building Permit Application Process and Checklist**
- **Business License Application**
- Certificate of Appropriateness Application
- Conditional Use Permit Application
- Demolition Checklist and Land Disturbance Permit Application
- Dumpster Placement Permit
- Employment Application
- Fence Permit
- Film Permit Process and Application
- Historic District Design Guidelines
- Historic District Tier Designation List
- Historic Preservation Commission Application Process
- Historic Preservation Ordinance
- Open Records Request
- Parade Permit
- Permit Authorization
- Security Check Form
- Solicitation Permit Process
- **Sign Permit**
- **Temporary Sign Permit**
- Variance Application
- Zoning Application
- Zoning Map
- **Zoning Ordinance**

*Please note that Avondale Estates City Hall must authorize all permits before taking permits to Dekalb County.

Please contact **Karen Holmes**, Administrative Assistant at City Hall with any questions or concerns.

Karen Holmes
(404) 294-5400

kholmes@avondaleestates.org.

Historic District Locations

These locations* require a Certificate of Appropriateness from the Historic Preservation Commission for any exterior alteration to the property:

116 Center Street

131 Center Street

17 North Avondale Plaza

21 North Avondale Plaza

22 North Avondale Road

23 North Avondale Plaza

32 North Avondale Road

38 North Avondale Road

48 North Avondale Road

68 North Avondale Road

70 North Avondale Road

84 North Avondale Road

88 North Avondale Road

100 North Avondale Road

Tudor Village

(106 – 126 North Avondale Road)

136 Locust Street

140 Locust Street

144 Locust Street

151 Locust Street

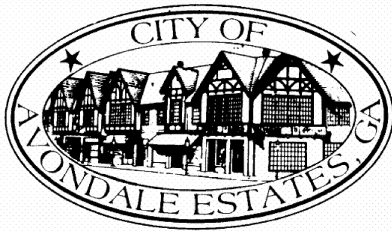
2 Oak Street

129 Oak Street

**All other locations within the Central Business District require approval from the Architectural Review Board.*

**CITY OF AVONDALE ESTATES
DEKALB COUNTY, GEORGIA**

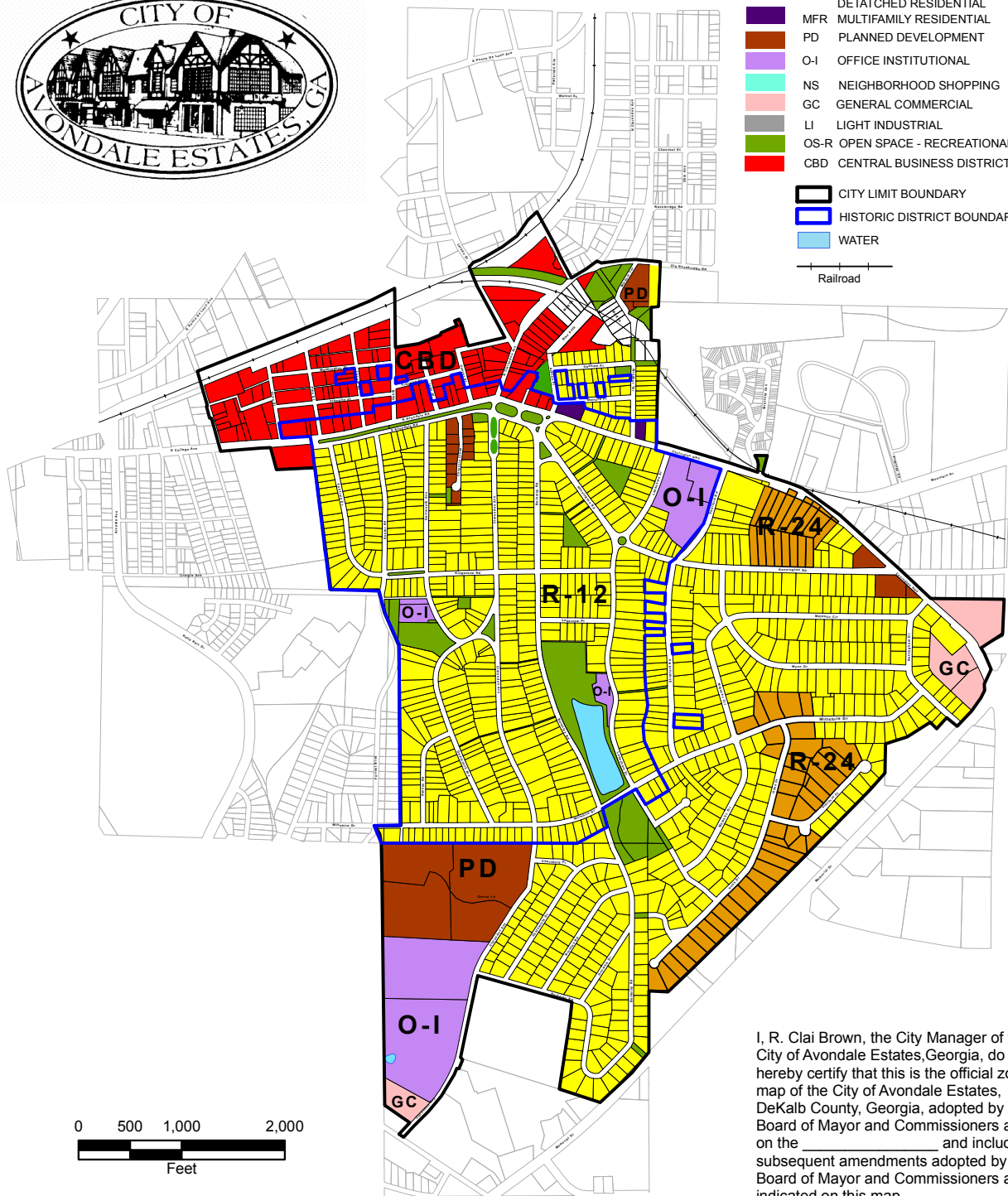
OFFICIAL ZONING MAP®



ZONING DISTRICTS

- R-24 VERY LOW DENSITY SINGLE FAMILY DETACHED RESIDENTIAL
- R-12 LOW DENSITY SINGLE FAMILY DETACHED RESIDENTIAL
- MFR MULTIFAMILY RESIDENTIAL
- PD PLANNED DEVELOPMENT
- O-I OFFICE INSTITUTIONAL
- NS NEIGHBORHOOD SHOPPING
- GC GENERAL COMMERCIAL
- LI LIGHT INDUSTRIAL
- OS-R OPEN SPACE - RECREATIONAL
- CBD CENTRAL BUSINESS DISTRICT

- CITY LIMIT BOUNDARY
 - HISTORIC DISTRICT BOUNDARY
 - WATER
- Railroad



I, R. Clai Brown, the City Manager of the City of Avondale Estates, Georgia, do hereby certify that this is the official zoning map of the City of Avondale Estates, DeKalb County, Georgia, adopted by the Board of Mayor and Commissioners as such on the _____ and includes subsequent amendments adopted by the Board of Mayor and Commissioners as indicated on this map.