

City of
Alpharetta
Georgia



Quick Facts

A Citizen's Reference Guide
To Commonly Queried
Codes and Regulations

Updated: July 2011

Alpharetta City Council

Arthur Letchas, Mayor

D.C. Aiken
Doug DeRito
Mike Kennedy
Chris Owens
Cheryl Oakes
Jim Paine

Robert J. Regus
City Administrator

Diana Wheeler
Community Development Director

Paul Ivey
Building Official

Sheds & Accessory Buildings

- Ten (10) foot side and rear setback, or same setback as principal building, whichever is less.
- Cannot exceed 20% in size of principal use.
- Not allowed in front setback (U.D.C. Section 2.3.3C).
- Sheds less than 100 SF do not require a permit
- For more information contact the Inspections Division at 678.297.6080

Sign and Banner Permits

- A sign permit is required for all signs and banners (U.D.C. Section 2.6.4A).
- Weekend signs (For sale, for rent, etc.) allowed to be posted Thursday prior to sale and must be removed before midnight that Sunday (U.D.C. Section 2.6.11C).
- Prohibited Signs (Including portable signs, rotating, swinging, variable message) are listed in U.D.C. Section 2.6.8 (1-32).
- Contact Code Enforcement (678-297-6080).

Soil Erosion Control

- For erosion control problems, such as no silt fence, mud in the road, or poorly managed sites contact Alpharetta Engineering Department at 678.297.6200.

Solicitation

- Permit required (City Code Section 12-51 thru 12-62).
- Must have property owner's permission.
- Must register all agents with the Police Department.
- Can not visit Subdivisions that request no solicitation.
- Subject to fines for handbills found on ground (City Code Section 10-20 thru 10-27).
- Contact the Police Department at 678-297-6300.

Swimming Pools

- Permit and construction plans required.
- Twenty (20) foot setback from side and rear or same as principal structure, whichever is less.
- Pool cannot be placed in front yard, buffer or easement.
- Enclosed by minimum 5' (Five foot high) fence with self closing and self latching gate (U.D.C. Section 2.3.3B).
- Contact the Building Inspections Division regarding a permit 678.297.6080.

Taxes

- City property tax payments can be made at:
 - City Hall
2 South Main Street
 - City Finance Department
2970 Webb Bridge Road
- Fulton County property tax payments can be made at:
 - Fulton County Tax Commissioner
3155 Royal Drive, Suite 165, Alpharetta
or call 404.730.4000.

Trees

- Permit is required for any tree removal.
- Contact City's Arborist at 678.297.6200 before cutting down any tree (U.D.C. Section 3.2)

Vehicles

- Parking of vehicles on an unpaved surface is prohibited (U.D.C. Section 2.5.9).
- Parking a vehicle overnight in a cul-de-sac is prohibited (U.D.C. Section 2.5.9).
- No vehicle of any kind without current license plates shall be parked in a residential district, except in a completely enclosed building (U.D.C. Section 2.5.9D).
- Abandoned vehicles are prohibited and are the responsibility of the owner of the property on which the vehicle is located (City Code Section 10-33 4).
- Contact a Codes Enforcement Officer regarding vehicle violations at 678.297.6080.

Vehicle Registration (TAGS)

Administered by Fulton County. The North Fulton office is located at 3155 Royal Drive, Suite 165 in Alpharetta. Online renewals are available through the Georgia Department of Revenue. (www.etax.dor.ga.gov) (404-730-6100)

Unified Development Code (UDC)

Can be viewed at Alpharetta.ga.us under publications. The information on the web should not be relied upon as an official and legally binding document of the City. An official copy of the Unified Development Code is on file and available for public view or purchase during regular business hours within the Community Development Department, 287 South Main Street, Alpharetta, Georgia.

Telephone numbers & Addresses

Alpharetta Welcome Center 178 South Main Street, #200	678.297.0102
Building Inspections & Permitting 287 South Main Street	678.297.6080
Business Licenses 287 South Main Street	678.297.6070
City Arborist (Tree Ordinance) 1790 Hembree Road	678.297.6200
City Hall 2 South Main	678.297.6000
Code Enforcement 287 South Main Street	678.297.6080
Court Services 12624 Broadwell Road	678.297.6250
Driver's License Fulton County – Call for locations	678.413.8400
Engineering/Public Works 1790 Hembree Road	678.297.6200
Finance Department 2970 Webb Bridge Road	678.297.6000 678.297.6060
Fulton County Animal Control 860 Marietta Blvd, NW	404.613.0358
Liquor License 2 South Main	678.297.6000
Parks and Recreation Division 1825 Old Milton Parkway	678.297.6100
Police Department 2565 Old Milton Parkway (Non Emergency) (Emergency)	678.297.6300 911
Tag and Vehicle Registration 3155 Royal Drive, #165	404.730.6100

Codes Enforcement Officers

William Blood Business License	Steve Domezick Area West of GA400
Bret Schroeder Sign Enforcement	Jason Warford Area East of GA400

Quick Fact#1

Every property with an Alpharetta postal mailing address is not necessarily located within the city limits of Alpharetta.

To check if your property is located in the City of Alpharetta visit: www.alpharetta.ga.us and



select

"Within City Limits?"

Burial of Materials

- The burial of glass, cans, tires, appliances, etc. is strictly prohibited. Alpharetta UDC Section 3.1.2 and City Code Section 10-3.
- Burial of tree stumps, limbs strictly prohibited.
- Contact a City of Alpharetta Codes Enforcement Officer by calling 678.297.6080

Business License

- Licenses are required for home-based and commercially located businesses. See "HOME OCCUPATION" later in this document.
- Licenses must be renewed annually.
- For additional information call 678.297.6086 or visit the City of Alpharetta website at www.alpharetta.ga.us

Complaints

- Contact City of Alpharetta Codes Enforcement Officers at 678.297.6080 with complaints regarding illegal signs, abandoned vehicles, non-compliant home businesses, and junk/debris on private property.
- Contact Fulton County Animal Control at 404.613.0358 with complaints regarding stray dogs, dead animals, etc.
- Contact the Alpharetta Police Department with complaints regarding noise at 678.297.6300.

Drivers Licenses

- For more information, locations for obtaining a license online visit www.dds.ga.gov/. You may also call the GA Department of Driver Services at 678.413.8400.

Fences and Walls

- Maximum height in a residential area is six (6) feet. Alpharetta UDC Section 2.3.6.A
- Maximum height in a non-residential area is eight (8) feet. Alpharetta UDC Section 2.3.6A
- Fences and walls cannot be placed within twenty (20) feet of an intersection. Alpharetta UDC Section 2.3.6.B
- Fences and walls shall be made of wood, metal, brick, block, vinyl or stone. Alpharetta UDC Section 2.3.6.D.
- All fencing shall be constructed with finished side facing away from property. Alpharetta UDC Section 2.3.6.D
- A permit is not required if the fence (or wall used as a fence) is constructed in accordance with Alpharetta UDC Section 2.3.6
- For more information, contact the Community Development Department - Inspections Division by calling 678.297.6080.

Garage Sales

- No permit is required to have a garage or yard sale.
- Signs are allowed to be posted after Midnight on the Thursday prior to the sale and must be removed before Midnight that Sunday. Alpharetta UDC Section 2.6.11.C
- Signs cannot exceed four (4) square feet in size or three (3) feet in height.
- Signs must be at least 1,000 feet apart.
- Signs cannot be placed in medians or on trees, poles, street signs, traffic signs or fences. Alpharetta UDC Section 2.6.8.
- Garage sale signs are prohibited in the Historic Downtown Business District (between Church Street, Marietta Street, Main Street, and Roswell/Canton Street).

Garbage Collection

- To report issues with household garbage and recycling service contact Republic Service by calling 678.985.1753 or 770.867.4367.
- It is illegal to dispose of leaves in storm drains
- Tree limbs must not exceed 2' (two feet) in length and 12" (twelve inches) in diameter.

Home Occupations

- Home Occupation Alpharetta UDC Section 2.3.3
- Business must be carried on wholly within principal building.
- Business cannot occupy more than 25% of the floor area of the house, not to exceed 500 square feet.
- No merchandize may be displayed for advertising or stored outside dwelling.
- No more than 6 (six) non-residential trips per day can visit the home.
- Must obtain a business license.
- No alteration of residential character.
- No employees allowed in the home.
- One parking space per 250 square feet of floor area.
- No motor power other than electrical.
- 1 (one) unlighted sign 1 (one) square foot in size.
- Noticeable activities limited to 7:00 am to 9:00 pm.
- Call the Business License Division at 678.297.6080 with questions.

Inspections

- Required for any work where a permit is issued (i.e. decks, pools, basement finishes).
- Inspectors perform same day inspections if called between 7:30 am and 9:00 am.
- Contact the Inspections Division at 678.297.6080

Irrigation Systems

- System lines must be out of Right-of-Way.
- Contact Public Works Department at 678.297.6200

Junk/Debris

- Dumping, depositing, or placing of litter and debris is prohibited. City Code Section 10-21.
- To report violations contact a Codes Enforcement Officer by calling 678.297.6080.

Maintenance (Home/Property)

- Exterior property and premises must be maintained in a clean, safe and sanitary condition. City of Alpharetta Property Maintenance Code Sec. 302.1
- Lawns required to be trimmed to less than 12" (twelve inches) in height. City of Alpharetta Property Maintenance Cod Sec. 302.4.

Noise

- Contact the Alpharetta Police Department with complaints regarding noise violations by calling 678.297.6300.
- Construction work is prohibited between the hours of 7:00 pm and 7:00 am on weekdays, before 9:00 am or after 5:00 pm on Saturdays, or any time on Sunday unless the activity is deemed emergency work. City Code Section 13.23.
- Barking or crying of animals for more than 30 (thirty) minutes is prohibited. City Code Section 13.23.
- Weekend yard work by homeowners is prohibited prior to 8:30 am. The use of commercial power tools for yard maintenance is prohibited between the hours of 7:00 pm and 7:00 am on weekdays, before 9:00 am or after 5:00 pm on Saturdays, or any time on Sunday unless the activity is deemed emergency work. City Code Section 13.23

Addresses

- Addresses on residential buildings shall be Arabic numerals or letters and be a minimum of 4" (four inches) in height and ½" (one half inch) thick.
- Numbers shall be placed in a position so as to be plainly legible and visible from the street.
- International Property Maintenance Code (Adopted by the City of Alpharetta) Section 304.3.

Animals

- Animals must be leashed or fenced. Fulton County Section 34-205.61
- Animals shall be on a leash when being walked. Fulton county Section 34-205 C.
- Four (4) or more dogs require a kennel permit. Fulton County Section 304-203 A.
- A maximum of ten (10) cats are allowed per property.

Boats and Recreational Vehicles

- Boats, boat trailers and recreational vehicles must not be visible from the street. Alpharetta UDC Section 2.5.4.B

Building Construction

- Building permits are required before any work can be started. This includes such work as basement finishes, remodeling, decks, and pools. Alpharetta UDC Section 4.4.5
- Commercial plan submittal is on Monday thru Friday from 8:00 am until 4:00 p.m.
- All plumbing, low voltage, electrical, and mechanical work requires a separate permit. Alpharetta UDC Section 4.4.5.E
- The Permitting Office is located at 287 South Main Street. Hours of operation are Monday through Thursday from 7:30 am until 4:00 pm and Friday from 7:30 am until 3:30 pm.

This guide is a quick reference to some of the City of Alpharetta's codes and requirements. The language contained in the document is not intended to substitute for the actual regulations but only to serve as a summary. When further detail is needed, please refer to the specific regulation cited within the summary, if applicable.