

Who Do I Call?

About a stray animal	770-339-3200
About car tags	770-822-8818
About a traffic ticket	770-882-8815
About deeds and property records	770-822-8100
About jury duty	770-822-7171
About a pot hole in the street	770-822-7400
About a missing street sign	770-822-7400
About a traffic light problem	770-822-7474
About voting/ voter registration	678-226-7210
About my water bill	678-376-6800
About a non-emergency police issue	770-513-5100
About my property taxes	770-822-8800
About my unmaintained property	678-691-1209
About an abandoned vehicle or appliance on private property	678-691-1209
About an abandoned vehicle on the street	770-513-5700
About excessive noise	770-516-5000
About cable service	http://www.att.com/ or http://www.charter.com/ or http://www.comcast.com
About my homestead exemption	770-822-8800 or tax@gwinnettcountry.com
About recycling	77-822-7141
About questions concerning parks or recreation	770-822-8840 www.gwinnettparks.com
About weekend or after-hours construction work	770-513-5700
About dog barking	770-513-5100 (After dialing Select #4)
About illegal dumping (in progress)	770-513-5700
About trash in the right-of-way	770-822-7400
About power companies in Gwinnett	Georgia Power 1-888-660-5890 www.georgiapower.com Jackson EMC 770-963-6166 www.jacksonemc.com Sawnee EMC 770-887-2363 www.sawnee.com Walton EMC 770-972-2917 www.waltonemc.com

City of Peachtree Corners

Quick Reference Guide

to Property Maintenance, Zoning,
and Sign Regulations



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Ruby Biggers, Permit Technician

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Francisco Clark, Code Enforcement Officer

Jennifer Davis, Administrative Assistant

Mary Kate Byrne, Intern

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Open or Outdoor Storage (Sec. 310): Outdoor storage of appliance, building materials, rubbish, garbage, equipment, materials, merchandise and similar items is prohibited to be located on property for more than 24 hours except in permitted zoning districts, or for authorized sale of harvested products items such as Christmas tree and pumpkins, or firewood stacked in side or rear yards of residential property for the occupant's use.

Penalties (Sec. 106.4): Minimum fine of \$250; maximum fine of \$1000and/or up to 60 days in jail.

Registered Agents (Sec. 312): An agent must be designated for every multi-family, commercial, office, and industrial property and the agent's, name, address, and phone number must be on file with the Community Development Department and updated once a year or prior to issuance of Certificate of Occupancy or Occupation Tax Certificate (business license).

Swimming Pools and Spas (Sec. 303.1): Must be maintained clean, free of algae and mosquitoes, and in good repair.

All swimming pools shall be completely surrounded by a fence or other barrier having a minimum height of four feet. When the sides of an above ground pool are used as the barrier, the ladder or steps shall be capable of being secured, locked or removed to prevent access, or the ladder or steps shall be surrounded by a barrier which meets these requirements.

Any structure intended for noncommercial swimming or recreational bathing that contains water over 24 inches deep including in-ground, above ground, and on-ground swimming pools, hot tubs, and spas are only permitted in the rear yard of a home (ZR600)

Tree Stumps and Tree Debris (Sec. 311.1, 311.2): Stumps over 12 inches above ground level and tree debris must be removed no more than 14 days after the tree has been cut.

Vacant Buildings (Sec. 301.3): Must be secured and kept in good repair, free of holes and infestation.

Walls and Fences (Sec. 304.6): Maintenance in sounds condition required.

On officially designated county, state, or federal holidays there shall be no maximum flag size or number on display. A sign permit is not required for flags.

Property Maintenance Code Summary

Burned Structure (Sec. 313): Damaged portions must be removed within 30 days. If repairs are possible, they must commence within 60 days and completed within 120 days. If the repairs are not possible, structures must be removed within 60 days.

Enforcement (104): The Community Development Department enforces the Property Maintenance Code may call on personnel from other agencies such as police officers to assist in code enforcement.

Exterior Building Maintenance (Sec. 304): Maintenance is required of all exterior surfaces and building components including walls, roof, doors, windows, and stairways. **Grass and Weeds (Sec. 302.4):** Over 12 inches prohibited.

Grass and Weeds (Sec. 302.4): Over 12 inches prohibited.

Hazardous Trees (Sec. 311): Required to be removed.

Inactive Construction Sites (309): Property must be stabilized and all construction material removed off sites where no construction has taken place in at least one year.

Junk Cars (Inoperable Vehicle) (Sec. 302.8A): Prohibited except when stored in an enclosed space or when located within a permitted zoning district.

Location of Parked Vehicles (Sec. 302.8B): All vehicles must be parked on a paved surface.

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Zoning Regulations

Accessory Uses or Structures (ZR600)

Accessory Structures shall be permitted only in rear yards. In a residential neighborhood, accessory uses customarily located within front or side yards of residences may include but shall not be limited to the following: walls and fences (as permitted in Section 700), mailboxes, driveways, walkways, lamp posts, landscaping, vegetable gardens, and basketball goals adjacent to driveways. Accessory structures or uses customarily located within the rear yard of residences may include: storage buildings, patios, swimming pools, dog runs, dog pens, dog houses, detached garages, tennis courts, playground equipment, fences and walls (as permitted in Section 700). Walls and fences are not allowed to be placed in the county right-of-way.

Basketball Goals (ZR600)

No accessory structure (including basketball goals), except driveways, mailboxes, or landscaping shall be located within a public right-of-way.

Building Permit Required (ZR 1501/CC 103.11)

No building or other structure shall be erected, moved, added to, or structurally altered without a Building Permit issued by the Department of Planning and Development. A building permit is required to be obtained for accessory buildings and structures that are **32 square feet or greater** in size.

A building permit is required regardless of size if the proposed structure contains electrical or plumbing systems (Examples: shed, workshop, gazebo, carport, deck) or changes the use of the space (Example:garage to living area)

Certificate of Occupancy Required (ZR1503/CC 103.9.1-Occupancy or CC 103.9.2-Completion)

A Certificate of Occupancy issued by The Department of Planning

individually attached to a pole, mast, arm, or other structure. A graduation banner may not be displayed on any lot for more the 60 consecutive days.

Business signs not visible from a street or placed inside the business, office, or mall (Note: Window signs have a maximum of 20 percent of the window space). One official Emissions sign is allowed per road frontage. Small swinging signs (less than 3 square feet), or projecting signs (no more than 4 feet) that are attached under an eave or awning of a building above a business entrance.

Also, signage (8 square feet maximum) on courtesy benches and trash receptacles (one sign per bench or receptacle), newspaper boxes, automated teller kiosks, and phone booths is allowed as well as coin-operated beverage dispensers (maximum three per lot) as long as they are not located in the required front yard setback for that zoning district.

Temporary Signs (SO 86-109)

A permit is required for the following:

1. **Air or gas-filled device** (maximum of 20 feet tall, 150 square feet in area) in commercial zones/ 4 feet tall, 16 square feet in residential zones)
2. **Banners** (maximum of 16 square feet in area, must be individually attached to a pole, mast or arm, only on per public street frontage, and maintained in good condition)
3. **Search lights** and similar devices

Flags (SO 86-110)

All flags must be displayed on purpose-built, professionally fabricated flagpoles and both maintained in good repair. In commercial zones, poles cannot exceed 50 feet unless approved. In residential zones, poles cannot exceed 25 feet in height.

Each lot is allowed a maximum of three flagpoles with two flags per pole. Flagpoles must be setback from all property boundaries the same distance as their height. Flags displaying a logo, message, statement, or commercial message and banners are subject to temporary sign requirements.

Prohibited Signs [SO Section 86-108 91-14]]

Types of prohibited signs include roof signs, streamers, portable, trailer, sidewalk, sandwich, sure or A-frame signs, multi-faced signs, animated signs (motion, flashing, blinking, rotating, varying light intensity), and weekend directional signs. Also, signs that contain obscenities simulate or hide a traffic control device, emit noise, interfere with road visibility, obstruct the flow of traffic, or access to fire escapes are not allowed. Signs that do not conform to building and electrical codes or that fail to display a permit number when required are prohibited. All signs which are structurally unsound, dilapidated, neglected, or abandoned commercial signs are also prohibited. Signs advertising an allowed home occupation on the property where the business is conducted are prohibited.

Although a sign may be allowed, it cannot be placed within any public right-of-way or nailed, fastened, or affixed to any tree, rock, post, curb, utility pole, natural feature, street sign or marker, traffic control sign, or other structure and cannot be placed on property without the owner's permission.

Restricted

Business window signage cannot exceed 20 percent of the window area per building elevation.

Exempt Signs (SO 86-111)

Signs considered exempt/allowed include: Non-illuminated, temporary freestanding signs (banners excluded). Each lot or parcel is allowed either one large sign (16 square feet or less) or four small signs (4 square feet or less). None can be taller than 8 feet above grade level. These signs must be placed on private property, **not in the public right-of-way**. Also, signs for address numbers or private trespassing signs are allowed and those erected by a public official in the performance of his/her duty are exempt.

Graduation banners placed on residentially zoned property. Such banners may be no more than 24 square feet in size and must be maintained in good condition and

and Development is required prior to use or occupancy of any lot or building or change in any use thereof and shall not be issued unless the lot or building or structure complies with all the provisions of this Resolution.

Garage Sale / Yard Sale (Sec. 18-24)

A private individual or group may conduct a garage sale, yard sale or bake sale not more than once in any six-month period. Such events shall be limited to three consecutive days per event and subject to any health, zoning or other regulatory ordinances as may be in effect. A sale in compliance with these regulations does not require a permit.

Garage Sale /Yard Sale Signs (Sec. 86-111)

Up to four (4) signs with each sign limited to 4 square feet in area per lot or one (1) single sign limited to 16 square feet in area per lot are allowed and no permit is required as long as the signs are not banners. Signs must be placed on private property (generally 12 feet from curb or edge of pavement) and cannot be located in the right-of-way or placed on trees, utility poles or traffic light poles.

Home Occupation

In addition to obtaining a Business License(18-1), operating a business within the dwelling of the home must meet the following requirements:

1. Only **family members** residing in the home can conduct the home-based business
2. **No sale of product or service** can occur on or adjacent to the home without a Special Use Permit
3. The home occupation **shall not involve group instruction or group assembly** of people on premises
4. There shall be **no exterior evidence** of a business. No business activity or signage.
5. The business shall be conducted only within the **enclosed living area of the home** (basement included)
6. There shall be **no display or storage of products, materials, or machinery** on the exterior of the home **flow of traffic**

7. There shall be no increase or decrease in the normal **flow of traffic**

8. There shall be no increase in **on-street or off-street parking**

9. **No equipment may be utilized or stored** in the conduct of the home occupation except that which is normally used for purely domestic or household purposes. Samples, however, may be kept on the premises but neither sold nor distributed from the residence.

10. No more than **25 percent of the home** may be used for the business

11. **One** business vehicle (pickup truck or van) used exclusively by the resident is allowed. It must be parked in a carport, garage, side/rear yard as meets all the requirements of ZR1001.5, regulating Off-Street Parking). The Vehicle **cannot be larger than a pickup truck or van.**

Livestock (ZR 1301.7)

The raising and keeping of livestock (goats, sheep, horses, cattle, swine, chicken, roosters, hens, ducks, geese, mink, and foxes) for personal pleasure or utility on a lot which contains the dwelling of the owner of the livestock is prohibited unless the parcel is zoned RA200 or the lot is at least three acres in area. If allowed, the animal quarters cannot be located any closer than 100 feet to any property line. **No more than eight rabbits** are allowed on one parcel of land with the quarters kept in the rear of the home. A pure-bred Vietnamese pot-bellied pig is allowed provided that the lot is at least one-half acre in size, no hobby breeding, and **only one pig** shall be allowed per lot.

Off-Street Parking Spaces (ZR1002)

Off-street parking spaces for residential districts are limited to six parking spaces. Each residence must have a minimum of two parking spaces.

Off-Street Parking (Yard Parking) (ZR1001.5)

In any residential district, the parking of any motor vehicle except on a hard-surfaced driveway or in a carport or garage is prohibited. Any recreational vehicle or any non-motor vehicle may only be parked in a carport, enclosed structure, or in the rear yard on a paved surface (or approved porous or grassed paving system). Any vehicles parked in the rear yard not in a carport or an enclosed structure must be parked at least fifteen (15) feet from the property line. Vehicles or equipment used for agricultural purposes on RA-200 or R-100 zoned property with five or more acres are exempt from hard surface parking requirements if parked outside the required front yard setback.

The maximum allowable paved parking or hard surface area in front yards shall not exceed more than 35 percent in most zonings.

Walls and Fences (ZR 700)

Walls and fences are permitted in any zoning district. There is no setback requirement. No wall or fence can exceed 8 feet in height within a side or rear yard.

Any wall or fence in the front yard: 1) cannot exceed 4 feet in height; 2) cannot be made of woven wire, or metal fabric such as chain link, or barbed wire; 3) must be ornamental or decorative made of brick, stone, wood, stucco, wrought iron or split rail. No wall or fence can be made of exposed concrete block, tires, junk, or other discarded materials and cannot be electric or barbed wire. Walls and fences are not allowed to be placed in the county right-of-way (ZR 600).

Sign Regulation

Permitted Signs

Signs which are allowed, but require a permit include wall signs, ground or monument type signs, subdivision directional signs, oversized signs (billboards), canopy, and accessory signs. Contact Planning and Development for requirements.