

Community Council Training



DeKalb County
Planning & Sustainability Department
January 2023

Purpose

To ensure that residents feel that their voice is being heard and that the citizen board adequately facilitates public involvement.

Mission

To encourage development that improves and enhances the quality of life for all residents of DeKalb County. To increase the understanding of planning, zoning, and the development process.



ROLES, DUTIES AND RESPONSIBILITIES OF COMMUNITY COUNCIL

Why Does DeKalb Co. Have Community Councils?

- Enables citizens to be an integral part of the decision-making process.
- A formalized means for individual citizens to have a voice in the public review process.
- The County recognizes that residents have a unique relationship with a place that staff and decision-makers may not have. Residents can provide new information and diverse perspectives on a project, resulting in a better outcome.

Responsibilities of the Chairpersons and Vice Chairpersons

- Promote an atmosphere of courtesy and respect at the meetings.
- Make sure that all applications are discussed in the time allotted by running an efficient meeting.
 - ❖ Roberts Rules of Order
- Basically, treat applicants as you would like to be treated

Responsibilities of the Individual Board Members

- Prepare in advance for the meeting.
 - Objectively review new applications on P&S website: at <https://www.dekalbcountyga.gov/planning-and-sustainability/public-hearing-agendas-info>
- Visit the sites.
- Base your comments at the meeting on the merits of the application. Avoid personal attacks or preconceived notions about applicants. Avoid long passionate, personal speeches.
- Make motions, second or amend motions, vote.

After Community Council Meetings

- Community Council recommendations become part of the record of public hearings by the Planning Commission and by the Board of Commissioners.
- Any interested party may comment at the public hearing, including members of the Community Council.
- Proponents and opponents of the zoning request must be allotted equal time to present/comment at a public hearing, for a minimum of ten minutes each.
- There is a 24-month waiting period for rezoning any property after a rezoning of substantially the same property is denied by the Board of Commissioners.
- Denials may be appealed in DeKalb Superior Court.

Development Process

- What happens after Zoning and SLUP applications are approved?
 - Land Development Permitting
 - Application of infrastructure standards and best practices, compliance with “tree ordinance”, review of hydrology studies
 - Building Permit
 - Zoning and building code compliance reviews, fire review and inspections, transportation reviews, building code inspections

Development Process

Land Use/ Zoning

- Application
- Staff reviews and recommendation
- Public notice & sign posting
- Community Council
- Planning Commission
- Board of Commissioners

Land Development

- Application
- Multi-departmental engineering reviews
- Environmental reviews
- Permit issuance
- Inspections
- Construction release

Building Inspections /Permits

- Application
- Building reviews
- Environmental reviews
- Permit issuance
- Environmental inspections
- Building inspections
- Certificate of Occupancy issuance

Resources

- [DeKalb County Code](#)
- [GIS parcel map](#) (Zoning, Land Use, Commission Districts, flood plains, etc.)
- [County Clerk's database:](#)

Board of Commissioners



The image shows a screenshot of the Board of Commissioners website. On the left is a vertical navigation menu with the following items: Board of Commissioners, Find My Commissioner, History of the Board of Commissioners, Clerk to the CEO and BOC, Agendas and Minutes, Committee of the Whole (COW), Subcommittees, and Frequently Asked Questions. A large blue arrow points from the 'Agendas and Minutes' item to the right. To the right of the menu is a grid of nine portrait photos of the Board of Commissioners members, arranged in three rows and three columns. The text 'Board of Commissioners' is displayed above the grid.

Board of Commissioners

Board of Commissioners >

Find My Commissioner

History of the Board of Commissioners

Clerk to the CEO and BOC >

Agendas and Minutes

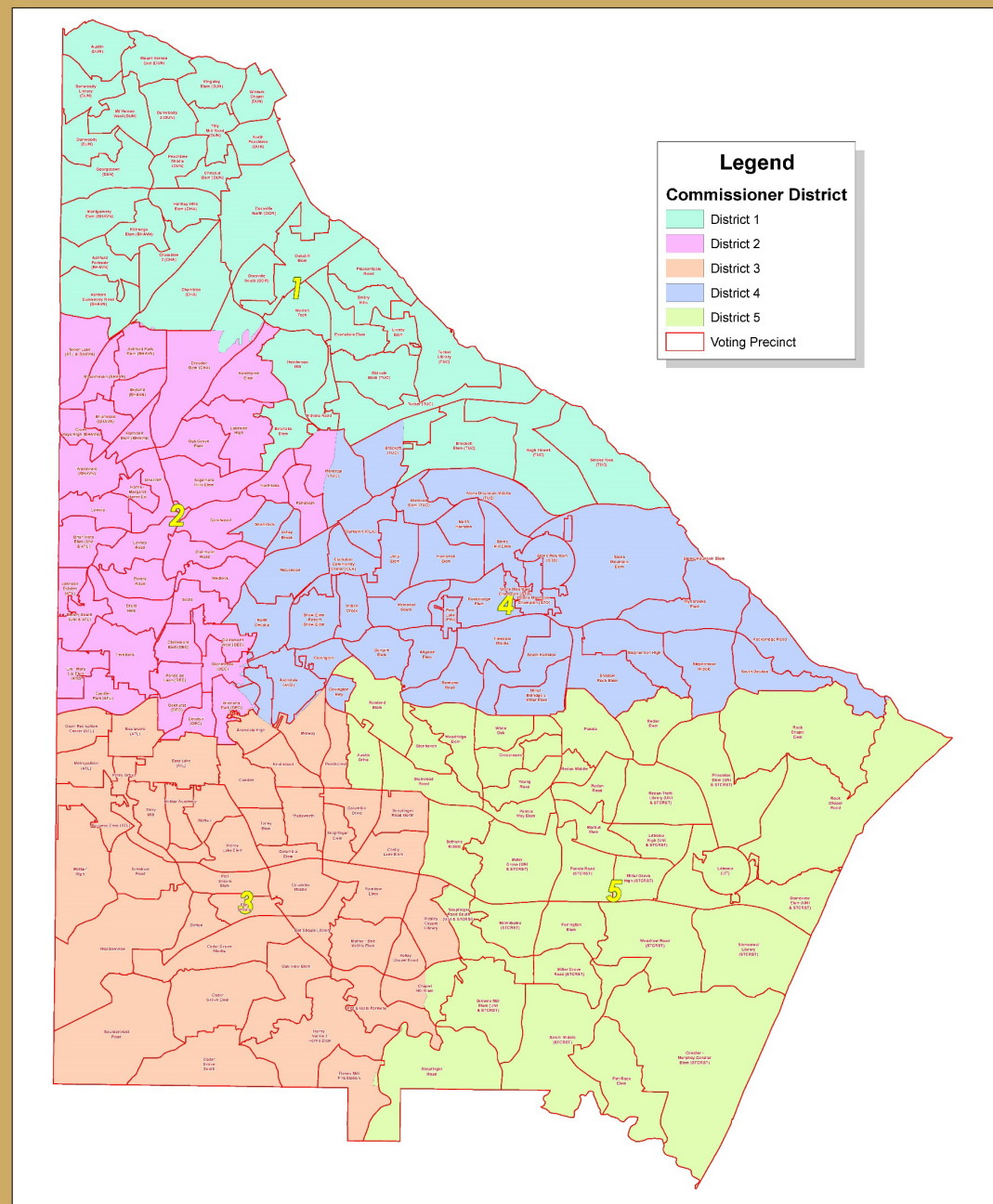
Committee of the Whole (COW)

Subcommittees >

Frequently Asked Questions



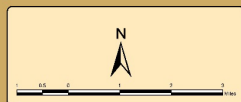
DeKalb County Commission Districts



Legend

Commissioner District

- District 1
- District 2
- District 3
- District 4
- District 5
- Voting Precinct



Commissioner Districts
DeKalb County, GA

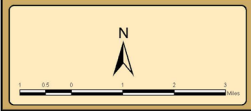
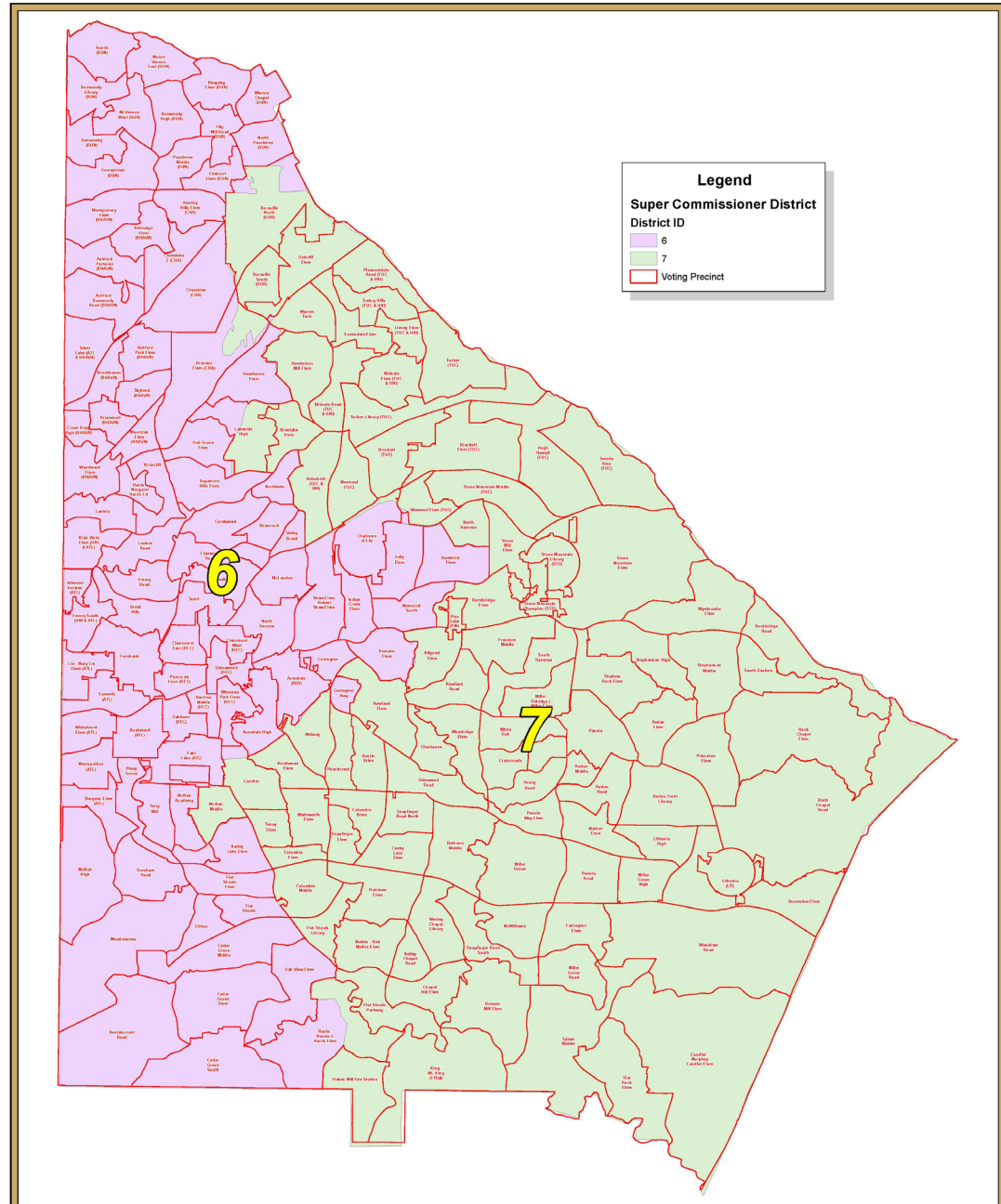
Geographic Information Systems Department



Map produced by the GIS Department

DeKalb County GIS Department
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DeKalb County Super Commissioner Districts



 **Super Commissioner Districts**
DeKalb County, GA
Geographic Information Systems Department



Map produced by the GIS Department

DeKalb County, GA Resolution
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2023 COMMUNITY COUNCIL SCHEDULE (via Zoom)					Planning Commission Public Hearing 6:00 p.m. (via Zoom)		Board of Commissioners Public Hearing 5:30 p.m. Maloof Auditorium	
District 1 via Zoom 5:30 p.m.	District 2 via Zoom 6:30 p.m.	District 3 via Zoom 6:00 p.m.	District 4 via Zoom 5:30 p.m.	District 5 via Zoom 6:30 p.m.	New Items	(As Needed)	New Items	(As Needed)
2/15/2023	2/07/2023	2/08/2023	2/16/2023	2/06/2023	3/07/2023 *** Land Use	3/09/2023	3/30/2023 *** Land Use	4/04/2023
4/12/2023	4/11/2023	4/12/2023	4/11/2023	4/03/2023	5/02/2023	5/04/2023	5/25/2023	5/30/2023
6/21/2023	6/13/2023	6/14/2023	6/20/2023	6/12/2023	7/11/2023	7/13/2024	7/27/2023	8/01/2023
8/16/2023	8/08/2023	8/09/2023	8/15/2023	8/07/2023	9/12/2023 *** Land Use	9/14/2023	9/28/2023 *** Land Use	10/03/2023
10/11/2023	10/10/2023	10/04/2023	10/10/2023	10/02/2023	11/02/2023	11/09/2023	11/16/2023	N/A
12/13/2023	12/12/2023	12/06/2023	12/12/2023	12/04/2023	1/09/2024	1/11/2024	1/25/2024	1/30/2024

***New Future Land Use Map Amendment applications shall only be heard in March and September.

Slots on the agenda are filled with cases in the order that they are filed, not to exceed 20 maximum cases, per adopted 2023 Zoning Calendar Resolution. SLUP applications with companion rezoning applications shall be heard together (consecutively) on the BOC Agenda. Deferred cases, companion Land Use Amendments and street name change applications are not subject to the 20-case maximum. If the agenda exceeds 10 cases (including deferrals), Planning Commission or the Board of Commissioners may schedule additional cases on "as-needed" dates.

Please find all meeting agendas, including a link to the join the meeting on our website: <https://www.dekalbcountyga.gov/planning-and-sustainability/public-hearing-agendas-info>