



City Council Regular Meeting

Monday, July 11, 2022

5:15 PM

City Hall, 129 E. Memorial Dr., Dallas GA 30132

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of a meeting or the facilities, are required to promptly contact the City's ADA Coordinator at 770-443-8110 ext. 1604 or e-mail rbruce@dallasga.gov to allow the city to make reasonable accommodations for those persons.

AGENDA

CALL TO ORDER

INVOCATION AND PLEDGE

RECOGNITION OF VISITORS AND COMMENTS

MINUTES APPROVAL

CONSENT AGENDA

- [1.](#) Regular Meeting Minutes, Monday June 6, 2022, 5:00 PM
- [2.](#) Special Called Meeting (via Zoom) Minutes, Wednesday, June 8, 2022 at 2:30pm.
- [3.](#) Special Called Meeting (via Zoom) Minutes, Wednesday, June 22, 2022 at 5:00pm.

OLD BUSINESS

NEW BUSINESS

- [4.](#) Venue 1905 – Grease Trap Variance
- [5.](#) Surplus of Unit #3, 2014 Ford Taurus, VIN: 1FAHP2MK0EG119919, 112,437 Miles
- [6.](#) Consideration of Fee Schedule Revision for:
Garbage Service Trash Only Deposit, Additional Can Deposit & Removal of Opt Out Fee
Code Enforcement Miscellaneous Permit Fees
Community Development Master Permit/ Building Permit Fees to Match
- [7.](#) First draft of 2023 Special Events Calendar
- [8.](#) Request to approve and support the 2023 PCHS Homecoming Parade Special Event Permit for 09/08/2022. Request for City of Dallas to handle road closure and security.

- [9.](#) Request to appoint 4 candidates to the Historic Preservation Commission

ADDITIONAL/COMMENTS

ADJOURNMENT



City Council Regular Meeting

Monday, June 06, 2022

5:00 PM

City Hall, 129 E Memorial Dr, Dallas GA 30132

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MINUTES

CALL TO ORDER

PRESENT

Mayor L. James Kelly
Councilmember Leah Alls
Councilmember Michael Cason
Councilmember James Henson
Councilmember Cooper Cochran

ABSENT

Councilmember Nancy Arnold
Councilmember Christopher Carter

INVOCATION AND PLEDGE

Councilmember Cason led the Pledge and Invocation.

RECOGNITION OF VISITORS AND COMMENTS

Amber Whisner, Recognition of 10 Years of Service

Roy Ackley & Clinton Turner, Overlook Subdivision

MINUTES APPROVAL

1. Motion to adopt the minutes of the May 2, 2022 Regular Meeting.

Motion made by Councilmember Henson, Seconded by Councilmember Alls.

Voting Yea: Councilmember Alls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

2. Motion to adopt the minutes of the May 12, 2022 Regular Meeting.

Motion made by Councilmember Cochran, Seconded by Councilmember Cason.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

CONSENT AGENDA

None

OLD BUSINESS

None

NEW BUSINESS

3. Motion to approve the Police Chief and the City Attorney to negotiate the contract with Justice One Records Management System and allow the Mayor to execute.

Motion made by Councilmember Aalls, Seconded by Councilmember Henson.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

4. Motion to approve the purchase new Tasers in the amount of \$120,896.92 to be paid over 5 years in installments of \$24,179.38.

Motion made by Councilmember Cason, Seconded by Councilmember Cochran.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

5. Motion to approve the Sheffield Highlands Development Phase I Development Agreement Amendment #2 payment due date change and give the Mayor authority to execute.

Motion made by Councilmember Henson, Seconded by Councilmember Aalls.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

6. Motion to approve the 2022 Landscape Maintenance Contract for Creative Cuts Landscape Design & Maintenance, LLC in the amount of \$79,055.31.

Motion made by Councilmember Aalls, Seconded by Councilmember Cason.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

7. Motion to approve the Intergovernmental Agreement between the City of Dallas & the City of Dallas Downtown Development Authority to administer the Facade Grant Program.

Motion made by Councilmember Aalls, Seconded by Councilmember Cochran.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

ADDITIONAL/COMMENTS

Mayor Kelly asked for a motion to amend the agenda.

Motion made by Councilmember Henson, Seconded by Councilmember Cason.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

Motion to change the regular meeting time from 5:00pm to 5:15pm.

Motion made by Councilmember Henson, Seconded by Councilmember Aalls.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

Mayor Kelly recognized June 6th, 1944 as D-Day.

ADJOURNMENT

Motion to adjourn.

Motion made by Councilmember Aalls, Seconded by Councilmember Cason.

Voting Yea: Councilmember Aalls, Councilmember Cason, Councilmember Henson, Councilmember Cochran

Mayor, L. James Kelly

Date

City Clerk, Tina Clark

Date



City Council Special Called Meeting

Wednesday, June 08, 2022

2:30 PM

Via Zoom:

<https://us02web.zoom.us/j/7704438110?pwd=eWJWWT01CQWlpSFZDcm5GaGUrSnFOQT09> Meeting ID: 770 443 8110 Passcode: 1234 One tap mobile +13126266799,7704438110#,*1234# US (Chicago) +19292056099,7704438110#,*1234# US (New York)

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of a meeting or the facilities, are required to promptly contact the City's ADA Coordinator at 770-443-8110 ext. 1604 or e-mail rbruce@dallasga.gov to allow the city to make reasonable accommodations for those persons.

MINUTES

CALL TO ORDER

PRESENT

Mayor L. James Kelly
Councilmember Leah Alls
Councilmember Nancy Arnold
Councilmember Michael Cason
Councilmember James Henson
Councilmember Christopher Carter
Councilmember Cooper Cochran

ABSENTwater

Councilmember Nancy Arnold

OLD BUSINESS

1. Motion to adopt Resolution 2022-09 Group Home Moratorium extending through October 3/2022.

Motion made by Councilmember Cason, Seconded by Councilmember Henson.

Voting Yea: Councilmember Carter, Councilmember Henson, Councilmember Alls, Councilmember Cason, Councilmember Cochran

2. Motion to adopt Resolution 2022-10 Used Car Lots, Tire Retailer & Scrap Tire Storage Moratorium extending through October 3, 2022.

Motion made by Councilmember Henson, Seconded by Councilmember Alls.

Voting Yea: Councilmember Carter, Councilmember Alls, Councilmember Cason, Councilmember Cochran

3. Motion to adopt Resolution 2022-11 R3 Zoning Moratorium extending through October 3, 2022.

Motion made by Councilmember Cason, Seconded by Councilmember Carter.

Voting Yea: Councilmember Carter, Councilmember Henson, Councilmember Alls, Councilmember Cason, Councilmember Cochran

ADDITIONAL/COMMENTS

None

ADJOURNMENT

Motion to adjourn.

Motion made by Councilmember Henson, Seconded by Councilmember Carter.

Voting Yea: Councilmember Carter, Councilmember Henson, Councilmember Alls, Councilmember Cason, Councilmember Cochran

Mayor, L. James Kelly

Date

City Clerk, Tina Clark

Date



City Council Special Called Meeting

Wednesday, June 22, 2022

5:00 PM

Zoom.com

[https://us02web.zoom.us/j/7704438110?pwd=eWJWJT01CQWlpSFZDcm5](https://us02web.zoom.us/j/7704438110?pwd=eWJWJT01CQWlpSFZDcm5GaGUrSnFOQT09)

GaGUrSnFOQT09 Meeting ID: 770 443 8110

+19292056099,7704438110#,*1234# US (New York) Passcode: 1234

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MINUTES

CALL TO ORDER

PRESENT

Mayor L. James Kelly
Councilmember Leah Alls
Councilmember Michael Cason
Councilmember James Henson
Councilmember Cooper Cochran
Councilmember Christopher Carter

ABSENT

Councilmember Cooper Cochran

RECOGNITION OF VISITORS AND COMMENTS

None

NEW BUSINESS

1. Motion to adopt Resolution to continue operating under the FY2022 budget.

Motion made by Councilmember Cason, Seconded by Councilmember Henson.

Voting Yea: Councilmember Carter, Councilmember Henson, Councilmember Alls, Councilmember Cason, Councilmember Arnold

ADDITIONAL/COMMENTS

None

ADJOURNMENT

Motion to Adjourn.

Motion made by Carter, Seconded by Arnold.

Voting Yea: Carter, Henson, Ails, Cason, Arnold

Mayor, L. James Kelly

Date

City Clerk, Tina Clark

Date



STAFF ACTION ITEM

MEETING DATE: 07/11/2022

TITLE: Venue 1905 – Grease Trap Variance

PRESENTED BY: Brandon Rakestraw – Public Works Director

AGENDA ITEM DESCRIPTION (Agenda Content):

Venue 1905 – Grease Trap Variance

HISTORY/PAST ACTION:

N/A

FINANCIAL IMPACT:

N/A

INFORMATION:

Request Mayor and Council approval:

Issue variance for installation of 100lb grease interceptor trap.

CITY OF DALLAS
PLAN REVIEW AND INSPECTION FEES

Item 6.

Description	Fees
Preliminary Plat - Residential (1 Lot - 50 Lots)	\$500.00
Preliminary Plat - Residential (51 Lots - 100 Lots)	\$625.00
Preliminary Plat - Residential (101 Lots - 200 Lots)	\$875.00
Preliminary Plat - Residential (201 Lots or more)	\$1,075.00
Preliminary Plat - Commercial or Industrial (0.1 - 20.0 Acres)	\$500.00
Preliminary Plat - Commercial or Industrial (20.1 - 50.0 Acres)	\$750.00
Preliminary Plat - Commercial or Industrial (50.1 - 100.0 Acres)	\$875.00
Preliminary Plat - Commercial or Industrial (100.1 Acres or more)	\$1,125.00
Final Plat - Residential (1 Lot - 50 Lots)	\$500.00
Final Plat - Residential (51 Lots - 100 Lots)	\$625.00
Final Plat - Residential (101 Lots - 200 Lots)	\$875.00
Final Plat - Residential (201 Lots or more)	\$1,075.00
Final Plat - Commercial or Industrial (0.1 - 20.0 Acres)	\$500.00
Final Plat - Commercial or Industrial (20.1 - 50.0 Acres)	\$750.00
Final Plat - Commercial or Industrial (50.1 - 100.0 Acres)	\$875.00
Final Plat - Commercial or Industrial (100.1 Acres or more)	\$1,125.00
Residential Construction Development Plans	\$750 Minimum
First Submission with Second Submission included	
Residential (1 Lot - 5 Lots)	\$750 plus \$50 per Lot
Residential (6 Lots - 20 Lots)	\$900 plus \$25 per Lot
Residential (21 Lots - 50 Lots)	\$1,000 plus \$20 per Lot
Residential (51 Lots - 100 Lots)	\$1,250 plus \$15 per Lot
Residential (101 Lots - 200 Lots)	\$1,750 plus \$10 per Lot
Residential (201 Lots or more)	\$2,150 plus \$8 per Lot
Third Submission	
Residential (1 Lot - 5 Lots)	\$750 plus \$50 per Lot
Residential (6 Lots - 20 Lots)	\$900 plus \$25 per Lot
Residential (21 Lots - 50 Lots)	\$1,000 plus \$20 per Lot
Residential (51 Lots - 100 Lots)	\$1,250 plus \$15 per Lot
Residential (101 Lots - 200 Lots)	\$1,750 plus \$10 per Lot
Residential (201 Lots or more)	\$2,150 plus \$8 per Lot

CITY OF DALLAS
PLAN REVIEW AND INSPECTION FEES

Item 6.

Description	Fees
Fourth Submission and Each Additional Submission	
Residential (1 Lot - 5 Lots)	\$1,500 plus \$100 per Lot
Residential (6 Lots - 20 Lots)	\$1,800 plus \$50 per Lot
Residential (21 Lots - 50 Lots)	\$2,000 plus \$40 per Lot
Residential (51 Lots - 100 Lots)	\$2,500 plus \$30 per Lot
Residential (101 Lots - 200 Lots)	\$3,500 plus \$20 per Lot
Residential (201 Lots or more)	\$4,300 plus \$16 per Lot
Commercial or Industrial Construction Development Plans	\$750 Minimum
First Submission with Second Submission included	
Commercial or Industrial (0.1 Acres - 5.0 Acres)	\$750 plus \$100 per Acre
Commercial or Industrial (5.1 Acres - 20.0 Acres)	\$1,000 plus \$50 per Acre
Commercial or Industrial (20.1 Acres - 50.0 Acres)	\$1,500 plus \$25 per Acre
Commercial or Industrial (50.1 Acres - 100.0 Acres)	\$1,750 plus \$20 per Acre
Commercial or Industrial (100.1 Acres or more)	\$2,250 plus \$15 per Acre
Third Submission	
Commercial or Industrial (0.1 Acres - 5.0 Acres)	\$750 plus \$100 per Acre
Commercial or Industrial (5.1 Acres - 20.0 Acres)	\$1,000 plus \$50 per Acre
Commercial or Industrial (20.1 Acres - 50.0 Acres)	\$1,500 plus \$25 per Acre
Commercial or Industrial (50.1 Acres - 100.0 Acres)	\$1,750 plus \$20 per Acre
Commercial or Industrial (100.1 Acres or more)	\$2,250 plus \$15 per Acre
Fourth Submission and Each Additional Submission	
Commercial or Industrial (0.1 Acres - 5.0 Acres)	\$1,500 plus \$200 per Acre
Commercial or Industrial (5.1 Acres - 20.0 Acres)	\$2,000 plus \$100 per Acre
Commercial or Industrial (20.1 Acres - 50.0 Acres)	\$3,000 plus \$50 per Acre
Commercial or Industrial (50.1 Acres - 100.0 Acres)	\$3,500 plus \$40 per Acre
Commercial or Industrial (100.1 Acres or more)	\$4,500 plus \$30 per Acre

CITY OF DALLAS
PLAN REVIEW AND INSPECTION FEES

Item 6.

Description	Fees
Historical District Plan Review	\$50.00
Septic Tank Plan Review - Health Dept.	Fees paid to Environmental Health Dept.
GA EPD Erosion and Sediment Control Fee (Payment made with Notice of Intent Application)	\$80.00 per disturbed acre Payable to EPD (Mountain District Office)
Land Disturbance Permit Fee - (Clearing and Grubbing Only)	\$100.00 + \$25.00 per acre
Land Disturbance Permit Fee (Residential Subdivision)	\$250.00 + \$25.00 per lot
Land Disturbance Permit Fee (Commercial Development)	\$250.00 + \$75.00 per acre
Land Disturbance Permit Fee (Industrial Development)	\$250.00 + \$75.00 per acre
Stormwater Management Fee	SEE PONDS BELOW
OTHER DEVELOPMENT FEES:	
Subdivision Inspection Fees - Dev. Division	\$30.00 per lot
Subdivision Inspection Fees - Public Works	\$18.00 per lot (water), \$8.00 per lot (sewer)
Commercial Inspection Fees - Dev. Division	\$300.00 + \$100.00 per acre
Commercial Inspection Fees - Public Works	\$300.00 + \$100.00 per acre
Re-inspection Fee	\$100.00 per hour
Ponds	\$500.00 per pond + Signed Maintenance Agreement
Maintenance/Warranty Bond (Cash Bond)	See bond computation sheet
Land Disturbance Performance Bond (Guaranty BMP's)	\$3,000 per disturbed acre Cash Bond
Fire Protection (Submit Plan to Local Fire Marshal for Review)	\$50.00 Administrative Fee

**CITY OF DALLAS
ZONING FEES**

Acreage	Proposed Zoning District	Fees
0 - 1	R-1 & R-2 Residential	\$400
1 > 5	R-1 & R-2 Residential	\$600
More than 5	R-1 & R-2 Residential	\$600+\$100 per additional acre
0 - 1	R-3 Residential	\$600
1 > 5	R-3 Residential	\$750
More than 5	R-3 Residential	\$750+\$100 per additional acre
0 - 1	C-1, C-2, & C-N Commercial	\$400
1 > 5	C-1, C-2, & C-N Commercial	\$600
More than 5	C-1, C-2, & C-N Commercial	\$600+\$100 per additional acre
0 - 1	O-I, G, & H-1 Industrial	\$600
1 > 5	O-I, G, & H-1 Industrial	\$750
More than 5	O-I, G, & H-1 Industrial	\$750+\$100 per additional acre

Description	Fees
Special Use Permit	\$400.00
Administrative Variance	\$250.00
Certificate of Appropriateness (Historic District)	\$25.00 Application \$25.00 Review (\$50.00 Total)
Medical Hardship Variance	\$25.00
Variance Permit	\$400.00
Communication Tower/Co-locators Permits	\$200.00
Non-Conforming Permits	\$150.00
Rezoning Sign	\$50.00
Zoning Verification Letter	\$50.00
Compatibility Review (moved-in houses and mobile homes)	\$100.00
Copy of Zoning Map	8 1/2 x 11 \$0.25 per page / \$25.00 CD / Online
Copy of Zoning Ordinance	Zoning Ordinance Online
Copy of Landscape Ordinance	Landscape Ordinance Online
Copy of Sign Ordinance	Sign Ordinance Online
Future Land Use Map	Chris Robinson @ Paulding County Planning & Zoning

**CITY OF DALLAS
ZONING FEES****Special Use Permit needed for following uses:**

- (1) Acid manufacture or storage;
- (2) Airports or landing fields;
- (3) Asphalt manufacture, refining or storage or asphalt plants;
- (4) Brick, tile or terracotta manufacture;
- (5) Butane or propane storage;
- (6) Cement, lime, gypsum, or plaster of Paris manufacture;
- (7) Chemical manufacture;
- (8) Production or bulk storage of chlorine or other noxious gas;
- (9) Commercial or large scale slaughter of animals;
- (10) Manufacture of concrete, cement or clay products;
- (11) Cotton gins;
- (12) Creosote manufacture or treatment;
- (13) Distillation of bones, coal, petroleum, animal refuse, grain, tar or wood;
- (14) Storage or manufacture of explosives or fireworks;
- (15) Fat rendering, production of fats and oils from animals or vegetable products by boiling or distillation;
- (16) Fertilizer manufacture;
- (17) Dumping or reduction of garbage, offal or dead animals;
- (18) Gas manufacture or bulk storage;
- (19) Grain elevators or commercial feed mills;
- (20) Incinerators;
- (21) Manufacture or bulk storage of petroleum or petroleum products;
- (22) Quarrying or stone crushing;
- (23) Excavating, crushing, storage or distribution of rock, sand or gravel;
- (24) Stockyards;
- (25) Racetracks or drag strips for automobiles or other motorized vehicles;
- (26) Automobile or equipment salvage or parts yard;
- (27) Building material or equipment salvage or storage yards;
- (28) Junkyard or salvage yard of any kind;
- (29) Used metal storage yard;
- (30) Metal processing;
- (31) Steel mill or foundry.

BUILDING PERMIT FEES**Residential & Commercial Permit Fees (Building Only)**

Total Valuation	FEE
\$0 - \$20,000	\$100.00 Minimum
\$20,001 - \$50,000	\$5.00 per \$1,000.00 or portion thereof
\$50,001 - \$100,000	\$5.00 per \$1,000.00 or portion thereof
\$100,001 - \$200,000	\$5.00 per \$1,000.00 or portion thereof
\$200,001 - \$300,000	\$5.00 per \$1,000.00 or portion thereof
\$300,001 - \$400,000	\$5.00 per \$1,000.00 or portion thereof
\$400,001 - \$500,000	\$5.00 per \$1,000.00 or portion thereof
\$500,001 - \$1,000,000	\$500 plus \$4.00 per \$1,000.00 or portion thereof
\$1,000,001 - \$2,000,000	\$500 plus \$4.00 per \$1,000.00 or portion thereof
\$2,000,001 - \$5,000,000	\$500 plus \$4.00 per \$1,000.00 or portion thereof
\$5,000,001 - \$10,000,000	\$500 plus \$4.00 per \$1,000.00 or portion thereof
Over \$10,000,000	\$500 plus \$4.00 per \$1,000.00 or portion thereof

Note - Construction cost estimated using **International Code Council** Square foot construction costs most recent data.

Does not include trade permits or fee for fireplace/Woodstove.

Master Permits

Description	FEE
Single Family (Master Building Permit)	Building permit fee from valuation table above plus all trade permit fees plus any applicable miscellaneous permit fees
Commercial - Tenant Finish (Master Tenant Finish Permit)	Building permit fee from valuation table above plus all trade permit fees

Trade Permits**HVAC Permit Schedule**

Description	FEE
HVAC Permit (residential)	See Fee Schedule attached to HVAC permit application
HVAC Permit (commercial/industrial)	See Fee Schedule attached to HVAC permit application
Commercial Vent Hood	\$50.00
Gas Line (Commercial/Residential)	(4) Outlets included in base fee, \$1.00 ea. for Additional Outlets

Minimum HVAC Permit is \$50.00

Trade Permits (Continued)

Electrical Permit Schedule

Description	<i>FEE</i>
Electric Temp. Pole	\$50.00
Electrical Permits (residential)	See Fee Schedule attached to Electrical Permit Application
Electrical Permits (commercial)	See Fee Schedule attached to Electrical Permit Application
Electrical Permit (Accessory Bldg)	See Fee Schedule attached to Electrical Permit Application
Temp to Permanent Utilities	\$50.00
Service disconnected over 1 year Electrical Inspections	\$50.00
Low Voltage System	Included w/Electrical Permit
Security Systems	Included w/Electrical Permit

Minimum Electrical Permit \$50.00

Plumbing Permit Schedule

Description	<i>FEE</i>
Plumbing Permits (residential)	\$2.50 to \$5/each fixture (\$50 minimum)
Plumbing Permits (commercial)	\$2.50 to \$5/each fixture (\$50 minimum)
Plumbing Permit (Accessory Bldg)	\$2.50 to \$5/each fixture (\$50 minimum)
Plumbing Repairs and/or Additions.	\$2.50 to \$5/each fixture (\$50 minimum)
Water Heater	\$5.00 (\$50.00 minimum permit fee)
Grease Trap	\$5.00 (\$50.00 minimum permit fee)

Minimum Plumbing Permit \$50.00

Sign Permits

Description	<i>FEE</i>
Sign Permit	\$40.00 per side
Banner Permit (90 Day)	\$30.00
Banner Permit (180 Day)	\$60.00
Banner Inspection Fee	\$10.00
Banner Removal Fee	\$100.00 Plus Expenses
Promotional Flag Permit	\$60.00
Flag Removal Fee	\$100.00 Plus Expenses

Miscellaneous Permits

Description	FEE
Swimming Pool Permit	\$150.00
Heated Area (Conditioned Floor Space)	Building permit fee from valuation table above
Fireplace/Woodstove	\$35.00 per fireplace or woodstove.
Finished Basement	\$25.00 per 1,000 sq. ft. (\$100 Minimum)
Carport or Garage	\$25.00 per 1,000 sq. ft. (\$100 Minimum)
Porches and Decks	\$15.00 per 1,000 sq. ft. (\$50 Minimum)
Accessory Buildings	\$50.00 Minimum
Pole Barns	\$50.00 Minimum
Move-in House	\$400.00
Surety Bond for Move-in House	\$10,000 Bond or proof of insurance
Manufactured Homes	\$175.00 per 1,000 sq ft of conditioned space (Min. \$100.00)
Modular Housing	\$175.00 per 1,000 sq ft of conditioned space
Demolition Fee	\$50.00 (Proof of Insurance Required)
Construction without a Permit	Double Permit Fees
Certificate of Occupancy	\$50.00
Change of Occupancy Inspection	\$50.00
1st Re-Inspection	\$25.00
2nd Re-Inspection	\$50.00

Dallas Public Works Rate Schedule

Item 6.

Deposit Fees

Description	Deposits
Renters Water & Sewer Deposit (\$75.00 if only one utility available)	\$150.00
Residential Water & Sewer Deposit (\$75.00 if only one utility available)	\$150.00
Commercial Water & Sewer Deposit (\$75.00 if only one utility available)	\$150.00
Deposit for Apartments (Master Meter)	(2 months bill average)

Water Tap Fees

Description	Fees
Water Tap Service Fee (Residential Inside City)	\$150.00
Water Tap Service Fee (Residential Outside City)	\$250.00
Water Tap Service Fee (Commercial Inside City)	\$175.00
Water Tap Service Fee (Commercial Outside City)	\$400.00
Water Tap Installation (Commercial Inside City)	\$1,500.00
Water Tap Installation (Commercial Outside City)	\$2,500.00
Water Tap Installation (5/8" Residential Inside City)	\$1,000.00
Water Tap (Larger than 5/8")	Actual Costs of Installation
Meter & MXU Fee (5/8" Meter)	\$390.00
Meter & MXU Fee (1" Meter)	\$490.00

Sewer Tap Fees

**** Commercial, Apartment, and Institutional Sewer Tap Fees are calculated by Equivalent Residential Units. The City of Dallas Public Works Director is responsible for final calculations.***

Description	Fees
Sewer Tap (Residential Inside City)	\$4,100.00
Sewer Tap (Residential Outside City)	\$5,100.00
Sewer Tap (Commercial Inside City)	\$10,000 (min) or Total GPD/300 = ERU(\$4,100) = Tap Fee *
Sewer Tap (Commercial Outside City)	\$10,000 (min) or Total GPD/300 = ERU(\$5,100) = Tap Fee *
Sewer Tap (Apartment/Institutional Inside City)	99(# of beds)/300 = ERU(4,100) = Tap Fee *
Sewer Tap (Apartment/Institutional Outside City)	99(# of beds)/300 = ERU(5,100) = Tap Fee *
Vacuum Breakers or Backflow Prevention Devices	Costs plus 10%
Grease Trap Inspections	(Annual Fee included in Utility Bill)

Pumping Truck Inspections

Description	Fees
Pumping Truck Inspections (1st Truck)	\$250.00
Pumping Truck Inspections (Each additional Truck)	\$100.00

Dallas Public Works	
Septage Receiving	
Description	Fees
Private Septage (Residential Only)	\$0.10/gallon
Rates for Service	
Description	Fees
Tier 1 (Re-connection fees)	\$50.00
Tier 2 (Re-connection fees)	\$65.00
Tier 3 (Re-connection fees)	\$15.00
Service Call	\$15.00
Meter Calibration	\$75.00
Late Charge on Utility Bill	10% of Past Due Amount
Service "On to Clean" (for 2 weeks)	\$25.00
Tampering Fee	\$100.00
Transfer-of-Service Fee	\$25.00
Return Check Fee	\$30.00
Credit Card Fees	\$4.00 (Per Transaction)
Illegal Watering Fine <i>Water will be disconnected after 3rd offense, fine & reconnection fee must be paid before water will be turned back on.</i>	1st Offense - Warning 2nd Offense - \$50.00 3rd Offense - \$100.00
Solid Waste (Garbage) Service	
Description	Fees (Effective 7/1/2018)
Commercial Garbage Rate (Per Can)	\$22.00
Residential Garbage Rate (Per Can)	\$13.00
Backyard Garbage Service (Per Can)	\$20.00
Backyard Garbage Service -Commercial (Per Can)	\$29.00
Disabled Garbage Service (Per Can)	\$13.00
Garbage Only Deposit	\$65.00
Additional Garbage Can Deposit	\$65.00
Transfer-of-Service	\$25.00
Extra Garbage Pick-up Fee (one-time pick-up)	\$25.00
Special Utility District Sewer Fee	
Description	Fees
West Dallas Sewer Utility District	\$1,843.00 per ERU/single family home lot

CITY OF DALLAS, GA WATER RATES AS OF JANUARY 2022

WATER RATES											
Note: The First Tier resets the usage count to 0 and eliminates the base.		Residential		Commercial		Irrigation Meter Pricing = 200% of First Tier		Residential		Commercial	
		Inside City	Outside City	Inside City	Outside City			Inside City	Outside City	Inside City	Outside City
First 2000 Gallons		\$10.31	\$16.28	\$16.28	\$20.94	First 2000 Gallons		\$20.62	\$32.56	\$32.56	\$41.88
Per 1000 for 0 to 6000 if over 2000		\$8.71	\$10.53	\$10.53	\$12.93	Per 1000 for 0 to 6000 if over 2000		\$17.42	\$21.06	\$21.06	\$25.86
Per 1000 for next 4000		\$10.82	\$13.09	\$13.09	\$16.13	Per 1000 for next 4000		\$21.64	\$26.18	\$26.18	\$32.26
Per 1000 for next 4000		\$12.93	\$15.68	\$15.68	\$19.32	Per 1000 for next 4000		\$25.86	\$31.36	\$31.36	\$38.64
Per 1000 for over 14,000		\$17.19	\$20.82	\$20.82	\$25.68	Per 1000 for over 14,000		\$34.38	\$41.64	\$41.64	\$51.36

APARTMENT WATER RATES		BILLED BY CITY	
		Inside City	Outside City
Base		\$125.00	\$125.00
per 1000		\$9.50	\$9.50

APARTMENT SEWER RATES		BILLED BY CITY		BILLED BY PAULDING	
		Inside City	Outside City	Inside City	Outside City
Base		\$65.00	\$65.00	\$100.00	\$100.00
per 1000		\$11.00	\$11.00	\$12.50	\$12.50

SEWER RATES BILLED BY CITY						SEWER RATES BILLED BY PAULDING COUNTY					
Note: The First Tier resets the usage count to 0 and eliminates the base.		Residential		Commercial		Note: The First Tier resets the usage count to 0 and eliminates the base.		Residential		Commercial	
		Inside City	Outside City	Inside City	Outside City			Inside City	Outside City	Inside City	Outside City
First 2000 Gallons		\$10.31	\$16.28	\$16.28	\$20.94	First 2000 Gallons		\$8.50	\$15.00	\$21.00	\$25.50
Per 1000 for 0 to 6000 if over 2000		\$8.71	\$10.53	\$10.53	\$12.93	Per 1000 for 0 to 6000 if over 2000		\$11.00	\$12.50	\$13.00	\$13.00
Per 1000 for next 4000		\$10.82	\$13.09	\$13.09	\$16.13	Per 1000 for next 4000		\$13.50	\$16.00	\$16.00	\$16.00
Per 1000 for next 4000		\$12.93	\$15.68	\$15.68	\$19.32	Per 1000 for next 4000		\$15.50	\$19.00	\$18.00	\$19.00
Per 1000 for over 14,000		\$17.19	\$20.82	\$20.82	\$25.68	Per 1000 for over 14,000		\$17.50	\$23.00	\$20.00	\$23.00

Dallas Police Department	
Description	Fees
Open Records Request	.10¢ per copy + \$10.00 fee for DVD's + \$12.30/hour (lowest hourly employee's wage)
Probation Fees (Person on probation with City of Dallas)	\$49.00 month
Bench Warrants (for a person who fails to appear for scheduled court date)	\$200.00 fee
Criminal History Check	\$10.00 fee for Paulding County Residents \$20.00 fee for non-residents of Paulding County
Copy of Accident Reports	\$2.00 fee
Credit / Debit Card Fees (Traffic Fines)	3.5% fee

Traffic Violations	
Standard Fee Basic Violation	\$150.00

★ Dallas Police Department is not authorized to run a driver's history except for pre-employment for law enforcement. ★

Dallas Civic Center Rental Information

Full Day Rates

Non-Refundable Deposit Due at Signing

Monday - Thursday

Non-Profit	\$285.00	\$100.00
Private/Corporate	\$435.00	\$135.00

Friday - Sunday

Non-Profit	\$435.00	\$135.00
Private/Corporate	\$735.00	\$235.00

**Non-refundable deposit is applied to final rental fee*

**Setup/Breakdown Fee of \$60 and Cleaning Fee of \$75 included in all rentals*

**Rental rates apply to 9 total hours in building (includes set up time, event time and breakdown time)*

**Limited half-day rentals available on Saturdays & Sundays; call for information*

Half Day Rates

Non-Refundable Deposit Due at Signing

Limited Saturdays	\$350	*Due in Full
Sundays	\$300	*Due in Full

***Please Note:** *Non-Refundable fee due in FULL when booked*

Wedding Package Rental Information

Package	Rate	Deposit
Wedding & Reception		\$2,740
		\$600
Civic Center Rental(Reception Only)		\$1,335
		\$335

Package Information

Alcohol Policy Available Upon Request

- Includes 5 hours Friday for setup
- 3 hours of setup Saturday
- 5 hours of event time
- 1 hour of breakdown time
- Friday \$660 Rental Fee & Cleaning Fee

Special Events Permit Application Fees		
*The Application Processing Fee is Non-refundable		
	Fee Structure	Amount
	*ApplicationProcessing Fee	\$100.00
1 day	User Fee	\$400.00
2 days	User Fee	\$750.00
3 days	User Fee	\$1,000.00
4 days	User Fee	\$1,200.00
Deposit	Security Deposit	\$150.00
Police	**Per Officer, Per Hour	\$50.00
	**Minimum 2 Officers / 4 hours	\$400.00
* Fees may also be assessed for additional city services including, but not limited to, clean-up, maintenance, streets, police and traffic control, electricity, etc.		
501 (C) 3 Non-Profit (must provide proof)		
*The Application Processing Fee is Non-refundable		
	Fee Structure	Amount
	*ApplicationProcessing Fee	\$50.00
1 day	User Fee	\$200.00
2 days	User Fee	\$375.00
3 days	User Fee	\$500.00
4 days	User Fee	\$600.00
Deposit	Security Deposit	\$150.00
Police	**Per Officer, Per Hour	\$50.00
	**Minimum 2 Officers / 4 hours	\$400.00
* Fees may also be assessed for additional city services including, but not limited to, clean-up, maintenance, streets, police and traffic control, electricity, etc.		
Insurance Required		
Type	For	Limits
General	Each Occurrence	\$1,00,000.00
	Damage to Rented Premises-each occurrence	\$50,000.00
	Medical Expense -any one person	\$5,000.00
	Personal & Adv. Injury	\$1,000,000.00
	*Products	\$1,000,000.00
	*Completed Operations / Aggregate Products	

Dallas Theater Rental Information

Rates*	Non-Profit Rate**	Regular Rate
3-hour rental	\$350	\$475
5-hour rental	\$350	\$890
10-hour rental	\$550	\$1,280
Rehearsal	\$200 for first 3 hours and \$75 each additional hour	\$200 for first 3 hours and \$75 each additional hour

Ticketed events must be booked six months in advance

**Rates refer to the time the doors open (1 hour prior to show start), to the end of the show.*

***Non-Profit Rate is only given when proof of 501c3 status is provided (form must be submitted)*

Additional Rates:

Cleaning fee:	\$75.00 (applies to all theater rentals)
Technician fee:	\$15.00 per hour per tech (4-hr minimum)
Load-in/Load-out fee	\$25.00 per hour (for setup time prior to event start and breakdown after the show ends)

Call for additional rental, deposit, cancellation and wedding package information.

Dallas Code Enforcement

Item 6.

Sign Ordinance Violations

Violation Code	Violation Description	Cash Bond Amount
28-3	No Permit - Sign Permit Required	\$200.00
28-9	Prohibited Signs	\$200.00
28-11	Restrictions in Residential Zoning Districts	\$200.00
28-12	Residential Subdivision Entrance Signs	\$200.00
28-13	Height Requirements	\$200.00
28-14	General Size and Location Requirements	\$200.00
28-15	Construction Standards	\$200.00
28-16	Non-Conforming Signs	\$200.00
28-19	Illumination	\$200.00
	Second Offense (Within 12 Month Period)	\$400.00

10 days will be given to rectify violation before issuing citation

Fats, Oil, and Grease (F.O.G.) Ordinance Violations

Violation Code	Violation Description	Cash Bond Amount
40-81	Best Management Practices	\$500.00
40-82	Requirements for Interceptor/Plumbing Connections	\$500.00
40-83	FOG Interceptor Physical Specs/Requirements	\$500.00
40-84	Maintenance Requirements for New & Existing Food Service Establishments	\$500.00
40-86	Notification of Spills by the Food Establishment	\$500.00
40-120	FOG Wastewater Discharge Permit Required	\$500.00
40-122	FOG Wastewater Discharge Permit Conditions	\$500.00
40-85	Permits for New & Existing Facilities, Grandfathering	\$500.00
40-126	Non-transferability of FOG wastewater discharge permits and Fees	\$500.00
40-88	Non-Compliance Fees, Letters, and Schedules	\$500.00
	Second Offense (Within 12 Month Period)	\$1,000.00

Illicit Discharge Ordinance Violations

Violation Code	Violation Description	Cash Bond Amount
16-289(a)	Prohibition of Illicit Discharge	\$500.00
16-289(b)	Prohibition of Illegal Connections	\$500.00
16-290	Industrial or Construction Activity Discharge	\$500.00
16-292	Notification of Accidental Discharge and Spills	\$500.00
22-21	Violations Deemed a Public Nuisance	\$500.00
	Second Offense (Within 12 Month Period)	\$1,000.00

Dallas Code Enforcement

Item 6.

Litter Ordinance Violations

Violation Code	Violation Description	Cash Bond Amount
16-122	Litter on Vacant Lots	\$200 Minimum
16-121	Owners to Maintain Premises Free of Litter	\$200 Minimum
16-120	Litter on Public or Private Property or water	\$200 Minimum
16-129	Depositing Handbills Public Places / Vehicles	\$200 Minimum
16-128	Litter in Lakes / Fountains	\$200 Minimum
16-127	Litter in Parks	\$200 Minimum
16-126	Vehicle Loads Causing Litter	\$200 Minimum
16-125	Litter Thrown from Vehicle	\$200 Minimum
16-124	Merchants Fail to Keep Sidewalks Free of Litter	\$200 Minimum
16-123	Sweeping Litter into Gutters Prohibited	\$200 Minimum
16-120	Litter in Public Places	\$200 Minimum
22-56	Removal of Junk Vehicles	\$200 Minimum
	Second Offense (Within 12 Month Period)	\$1000.00 Maximum

Maintenance Code Violations

Violation Code	Violation Description	Cash Bond Amount
8-1(a)(15)302.4	Grass Height Violation	\$200.00
	Second Offense (Within 12 Month Period)	\$400.00

Brewery / Brewery Pub

Fees

Brewery License	\$1,000.00
Brewery Pub License	\$1,000.00
Growler License	\$600.00

Alcoholic Beverages Licenses

Fees

Alcoholic Beverages License (Beer)	\$500.00
Alcoholic Beverages License (Wine)	\$250.00
Alcoholic Beverages License (Liquor)	\$1,000.00
Alcoholic Beverages License (Beer, Wine & Liquor)	\$1,750.00
Alcoholic Beverages License (Sunday Sales)	\$250.00
Alcoholic Employee Server Permit Fee	\$25.00

Alcoholic Beverage Caterers

Fees

Alcoholic Beverage Caterer License	Ordinary Business License Fee
Event Permit Fee (Resident Caterer w/License)	No Fee
Event Permit Fee (Non-Resident Caterer w/License)	\$50.00

Miscellaneous		Fees	Item 6.
Copies of letters or legal size documents		\$0.25	
Solicitors Permit		\$25.00	
Massage Therapist Permit		\$25.00	
Golf Cart Permit		\$12.00	

**City of Dallas Fee
Computation Sheet for Maintenance Bonds**

PROJECT: _____ **DATE:** _____

DEVELOPER: _____ **LOCATION:** _____

ZONED: _____

Linear Feet of Road	0
Width (ft)	0
Base Thickness (in)	0
Binder Thickness (in)	0
Topping Thickness (in)	0

Note: Enter data in highlighted cells. Any value calculated can be overridden by entering the known value into the cell.

1. Road Base, Asphalt, Curb and Gutter

0	tons of base	\$20.00	per ton	\$0
0	tons of asphalt (Binder)	\$70.00	per ton	\$0
0.0	lf of curb & gutter	\$10.00	per lf	\$0
0	tons of asphalt top (overlay)	\$75.00	per lf	\$0
0	5' Sidewalk	\$30.00	per sy	\$0
0.0	sf of base/binder (for widening)	\$3.00	per sf	\$0
Total #1				\$0

2. Storm Sewers

0.0	lf of storm sewer	\$40.00	per lf	\$0
0	# - inlets	\$3,000.00	ea	\$0
Total #2				\$0

3. Sanitary Sewer and Water Line

0	8" Sanitary Sewer	\$40.00	per lf	\$0
0	Sanitary Manholes	\$3,000.00	ea	\$0
0	8" Water Line	\$15.00	per lf	\$0
Total #3				\$0

Maintenance Bond Amount (2-yr)

Total= \$0

Calculated By: _____ Date: _____

OCCUPATION REGULATORY FEES

Category	Fees
Adult Entertainment Establishments	\$1,000.00
Bonding Companies	\$100.00
Carnivals	\$500.00
Fortunetellers	\$250.00
Garbage Collectors	\$100.00
Health Clubs, Gyms and Spas	\$100.00
Hotels and Motels	\$100.00
Landfills	\$1,000.00
Locksmiths	\$100.00
Massage Parlors	\$150.00
Pawnbrokers	\$100.00
Pawn Shops	\$500.00
Peddlers	\$100.00
Personal Care Homes	\$100.00
Shooting Ranges	\$100.00
Tattoo Artists	\$100.00

Bondsmen Licensing	Fees
Application Fee	\$100.00
Cash Bond Deposit (New Bonding Companies) As Determined by the Dallas Chief of Police	\$5,000.00

OCCUPATION TAX RATE TABLE

CLASS 1			
		MIDDLE OF GROSS RECEIPTS RANGE	OCCUPATIONAL TAX RATE
GROSS RECEIPTS	NUMBER OF EMPLOYEE	RANGE X .0005	
\$0 - \$249,999	\$0.00	Base Fee	\$125.00
\$250,000 - \$499,999	\$0.00	\$375,000	\$187.50
\$500,000 - \$749,000	\$0.00	\$625,000	\$312.50
\$750,000 - \$999,999	\$0.00	\$875,000	\$437.50
\$1,000,000 - \$1,999,999	\$0.00	\$1,500,000	\$750.00
\$2,000,000 - \$2,999,999	\$0.00	\$2,500,000	\$1,250.00
\$3,000,000 - \$3,999,999	\$0.00	\$3,500,000	\$1,750.00
\$4,000,000 - \$4,999,999	\$0.00	\$4,500,000	\$2,250.00
\$5,000,000 - \$5,999,999	\$0.00	\$5,500,000	\$2,750.00
\$6,000,000 - \$6,999,999	\$0.00	\$6,500,000	\$3,250.00
\$7,000,000 - \$7,999,999	\$0.00	\$7,500,000	\$3,750.00
\$8,000,000 - \$8,999,999	\$0.00	\$8,500,000	\$4,250.00
\$9,000,000 - \$9,999,999	\$0.00	\$9,500,000	\$4,750.00
\$10,000,000 - \$14,999,999	\$0.00	\$12,500,000	\$6,250.00
\$15,000,000 - \$19,999,999	\$0.00	\$17,500,000	\$8,750.00
\$20,000,000 - \$29,999,999	\$0.00	\$25,000,000	\$12,500.00
\$30,000,000 - \$39,999,999	\$0.00	\$35,000,000	\$17,500.00
\$40,000,000 - \$59,999,999	\$0.00	\$50,000,000	\$25,000.00
\$60,000,000 - \$79,999,999	\$0.00	\$70,000,000	\$35,000.00
\$80,000,000 and above	\$0.00	\$80,000,000	\$40,000.00
		Plus \$600 per million or portion thereof	

OCCUPATION TAX RATE TABLE (page2)

CLASS 2			
		MIDDLE OF GROSS RECEIPT	OCCUPATIONAL TAX RATE
GROSS RECEIPTS:	NUMBER OF EMPLOYEE	RANGE X .0005	
\$0 - \$249,999	\$0.00	Base Fee	\$125.00
\$250,000 - \$499,999	\$0.00	\$375,000	\$187.50
\$500,000 - \$749,000	\$0.00	\$625,000	\$312.50
\$750,000 - \$999,999	\$0.00	\$875,000	\$437.50
\$1,000,000 - \$1,999,999	\$0.00	\$1,500,000	\$750.00
\$2,000,000 - \$2,999,999	\$0.00	\$2,500,000	\$1,250.00
\$3,000,000 - \$3,999,999	\$0.00	\$3,500,000	\$1,750.00
\$4,000,000 - \$4,999,999	\$0.00	\$4,500,000	\$2,250.00
\$5,000,000 - \$5,999,999	\$0.00	\$5,500,000	\$2,750.00
\$6,000,000 - \$6,999,999	\$0.00	\$6,500,000	\$3,250.00
\$7,000,000 - \$7,999,999	\$0.00	\$7,500,000	\$3,750.00
\$8,000,000 - \$8,999,999	\$0.00	\$8,500,000	\$4,250.00
\$9,000,000 - \$9,999,999	\$0.00	\$9,500,000	\$4,750.00
\$10,000,000 - \$14,999,999	\$0.00	\$12,500,000	\$6,250.00
\$15,000,000 - \$19,999,999	\$0.00	\$17,500,000	\$8,750.00
\$20,000,000 - \$29,999,999	\$0.00	\$25,000,000	\$12,500.00
\$30,000,000 - \$39,999,999	\$0.00	\$35,000,000	\$17,500.00
\$40,000,000 - \$59,999,999	\$0.00	\$50,000,000	\$25,000.00
\$60,000,000 - \$79,999,999	\$0.00	\$70,000,000	\$35,000.00
\$80,000,000 and above	\$0.00	\$80,000,000	\$40,000.00
		Plus \$600 per million or portion thereof	

Property Tax Fees	
Description	Fees
Execution Fee (tax lien filing)	\$25.00
Interest	Interest rate of 3% plus prime is assessed on 12/21 on any unpaid taxes until paid in full
Additional Penalty	5% of taxes & penalties due (assessed 120 days after 12/20 and every 120 days thereafter until a total of 20% has been added)



STAFF ACTION ITEM

MEETING DATE: 07/11/2022

TITLE: Draft 2023 Special Events Calendar-Downtown

PRESENTED BY: Amber Whisner, Business Development

AGENDA ITEM DESCRIPTION (Agenda Content):

First draft of 2023 Special Events Calendar

HISTORY/PAST ACTION:

None

FINANCIAL IMPACT:

None.

INFORMATION:

See attached.

City of Dallas Proposed 2023 Special Events Calendar

New

Large Concert

Farmers Market 4/22-9/30 *Every Sat Morning

4/22- City Fest

5/19- Food Truck Friday

6/3- 4x4 Block Party

6/16- Food Truck Friday

7/8- 3rd Annual Patriotic Parade on Main & Patriotic Festival w/ concert & fireworks

7/21- Food Truck Friday

7/22- Christmas in July

8/5- Back to School Block Party

8/18- Food Truck Friday

9/15- Food Truck Friday-w/ big concert

10/31- Halloween Block Party

11/25- 4th Annual Tree Lighting

12/2- Christmas Parade

12/31- Silver Comet Drop

**Decorations will be placed Downtown for Valentines, St. Patrick's Day, Easter, Memorial Day, 4th of July, Halloween/Fall, Christmas

Requesting Use of City Property



Special Events
Permit Application

200 Main Street
Dallas, Ga. 30132

Individuals or groups wishing to hold events within the city limits of the City of Dallas, Georgia, on public or private property must obtain a Special Event Permit from the City of Dallas. This application is for City Property.

Special Event Permits are subject to the review of city departments and require approval of the Mayor and Council of the City of Dallas.

Complete & return to awhisner@dallas-ga.gov

Applications for events requesting alcohol service will be subject to review by appointment only with the city's Chief Marshal.

For appointment call: 770.443.8110 x 1301 / or email mhester@dallas-ga.gov

Applications should be submitted at least 60 days prior to the proposed event.

A *Special Event* is any activity that occurs upon public or private property that affects the ordinary use of parks, public streets, rights-of-way or sidewalks, or causes an increase of more than 100% in average daily trips on any public street within the City.

Special Events may include, but are not limited to, activities such as arts festivals, fairs, tours, concerts, holiday celebrations, grand opening celebrations, certain business promotional events out of doors, block parties, bicycle races, runs, processions and motorcades. *Granting permission for use does not entitle exclusive use.*

Activities that do not require a Special Event Permit may include funeral processions; garage or lawn sales (or any similar casual sale of tangible personal property); and private social gatherings of up to **20** participants that make no use of city streets other than for lawful parking.

A request for a Special Event Permit may be denied if judged that the event will disrupt traffic within the city beyond practical solution; the event will interfere with access to fire hydrants; the event will cause undue hardship to adjacent businesses or residents; the event will require the diversion of so many public employees that allowing the event would unreasonably deny service to the remainder of the city; the event might otherwise interfere with the public welfare, peace, safety, health, good order and convenience of the general public; the application contains incomplete or false information; the applicant fails to comply with all requirements of the City of Dallas including failure to remit all fees and deposits and Hold Harmless Agreement to the city.

Special Events Permit Application Part I

Please initial acknowledgment in each item's box ☐.

- ☐ **Checks should be payable to The City of Dallas.**
- ☒ **Rain Policy:** Events take place as scheduled; no allowances made for inclement weather.
- ☐ **Fees:** **The application fee is non-refundable and should be included with the application.** If the event is approved, the user fee and security clean-up deposit will then be due. The security clean-up deposit will be returned if the facility or park is left in appropriate order and no damage is reported. Failure to comply will result in loss of deposit and denial of future applications.

Fee Structure *

Application Processing Fee (**non-refundable**): \$100.00**
(This fee will be applied toward User Fee if the event is approved and not cancelled)

User Fee (per day): 1 day - \$400.00**
 2 days- \$750.00**
 3 days- \$1000.00**
 4 days- \$1200.00**

Security Deposit: \$150.00

Per Police Staff: \$ 50.00 per hour (Minimum - 2 officers/4-hours)

**Fees may also be assessed for additional city services including, but not limited to, clean-up, maintenance, streets, Police and traffic control, electricity, etc.*

***Non-Profit organizations can receive a 50% reduction on the Application Processing Fee and User Fee(s) when proof of 501(c)3 status is given (form must be submitted).*

☒ **Insurance:** If an event is approved, it will be approved pending receipt of the insurance certificate, due no less than 14 days prior to event.

When using a City facility, common area(s), street(s), park(s) or trail(s), provide a **Certificate of Insurance** with the City of Dallas named specifically and separately, as an additional insured under the policy. The insurance agency must be licensed to do business in the State of Georgia. In the event of any changes or cancellation in the policy, the city must be notified by certified mail.

<u>Type of Insurance</u>	<u>Limits</u>
General Liability	Each Occurrence 1,000,000
	Damage to Rented Premises (Each occurrence) 50,000
	Med Exp (Any one person) 5,000
	Personal & Adv Injury 1,000,000
	General Aggregate 2,000,000
	Products 1,000,000 (Completed Operations / Aggregate products)

☐ **Occupation Tax Certificate:** If products or services are to be sold at this event, submit a copy of your Occupation Tax Certificate with this application. To apply for an Occupation Tax Certificate, contact the City Business Registration office at 770.443.8110 x 1202 *before you submit your application.*

☒ **Police Requirements:** Only certified off-duty police officers are allowed to work special events. Officers may be required depending on the size of event (the number required will be determined by the Dallas Police Department). If a police escort is needed, contact the Dallas Police Department at 770.443.8110 x 1003.

☐ **Signs:** Permits are required for temporary signs or advertising devices. Approval may be obtained through the City's Community Development at 678.363.6175. No signs may be affixed to trees, buildings, street fixtures or in the street right-of-way. (Sec. 28-1 thru Sec. 28-23)

☐ **Fireworks Permit:** For details on permitting, contact the Paulding County Probate at 770.443.7541 before you submit your application. (Fireworks are not permitted without county's prior approval.)

☒ **Hours:** Special Event activities are prohibited after 10:00 pm and before 7:00am Sunday through Thursday. On Fridays and Saturdays, events must end by 11:00pm and may not resume before 8:00am unless otherwise approved by the Mayor and Council of the City of Dallas.

☒ **Length of Use:** There is a maximum use of four (4) days for each event. (This time frame does not include set up and take down; there will be a seven (7) days maximum period for set up and take down.) A permit will not be issued to a subsequent group or individual for the purpose of continuing a previously permitted event or display.

☐ **Alcohol:** Refer to code of City of Dallas, Georgia, Alcoholic Beverage Catering, Sec. 4-100 for permitting of alcoholic beverage catering/sales.

☒ **Trash:** It is the event organizer's responsibility to deposit any trash into appropriate trash receptacles following the event to warrant returning the security deposit. Daily cleanup is required to return event location to its pre-event condition. If the applicant fails to clean up such refuse, cleanup will be arranged by the city and the costs charged to the applicant.

There are 18 stationary trash receptacles located along Main Street. In addition, the City provides six (6) rolling trash carts for approved special events held on Main Street. The event organizer can choose to empty the city receptacles/carts into the city's dumpster (located in the parking lot directly behind the civic center) or may request additional rolling trash carts at the rate of \$25/per day. If the City determines the size of the event will **require** additional receptacles, the public works department will notify the organizer. It is the responsibility of the event organizer to make all arrangements and pay any fees applicable for any additional equipment or services. The event organizer should contact City Hall to arrange for any additional equipment/receptacles/services **at least 2 weeks prior to any approved event.**

☐ **Restroom Facilities:** The city may require event sponsors to provide temporary toilet facilities. In cooperation with the Americans with Disabilities Act, at least one portable toilet is to be handicap accessible. It is the event organizer's responsibility to make all arrangements (drop-off & pick-up) and pay any fees for temporary toilet facilities. The event organizer will need to coordinate the appropriate locations with Public Works Manager. Daily cleanup is required returning event location to its pre-event condition. If the applicant fails to clean up such refuse, cleanup will be arranged by the city and the costs charged to the applicant.

☐ **Sound System:** Not provided. Any intended use of a sound system during the event needs to be addressed in writing. The City maintains a noise ordinance. (Sec. 24-1)

☒ **Traffic & Parking:** Parking is permitted in designated areas. Absolutely no parking is allowed on brickwork or sidewalks. The Paulding County Fire Department requires that all entries, exits and fire lanes be maintained.

☐ **Swimming:** Available at designated pools.

☐ **First Aid and Medical:** The City recommends that you have emergency medical personnel on site for your event.

☐ **Enforcement:** City of Dallas Police or Marshal Personnel may eject any citizen or event participant from any park or public facility for violation of rules and regulations. Fines may be applicable.

☐ **Alteration to Parks:** Alterations to park facilities including attaching of decorations and displays are prohibited unless written permission has been given from the Public Works Manager for the City of Dallas. Construction and installation of special service facilities must be approved in writing prior to the event. Damage to any structure or plant material will be billed to the organization at replacement cost plus labor and a ten (10) percent administration fee added to that cost. The City of Dallas withholds the right to regulate placement and method of placement of items or structures in any City park.

☒ **Downtown Streetscape:** Parking, cooking and skateboarding are prohibited on all brickwork.

☐ **Performance Bond:** Event groups must take adequate measures to protect public and/or private property, wildlife and water from damage or injury. A Performance Bond in the amount of 150% of the total estimated cost of the special event to the city, may be required before the special event permit can be issued.

☒ **Complete Application:** Applicants must provide a complete application. This includes, but is not limited to, a *Site Plan or Parade Route* which addresses:

- (a) the location of the event on the property, or the beginning/end of route;
- (b) features and attractions;
- (c) circulation;
- (d) proposed parking including how you will handle overflow parking;
- (e) any proposed road closures;
- (f) location of waste disposal facilities;
- (g) restrooms;
- (h) access for disabled;
- (i) proposed First Aid / Medical Plan
- (j) plan for emergency evacuation
- (k) approved MUTCD Traffic Plan.

Please Continue to Part II

Special Event Permit Application Part II

Contact/Designee **MUST** remain on-site from set-up through clean-up

FOR CITY USE ONLY
PERMIT APPROVED:

APPLICANT INFORMATION

Company / Organization Paulding County High School

Street Address 1297 Villa Rica Hwy

City, State, Zip Dallas, GA 30157

The City requires an individual named as a 24-hour contact for the event and a 24-hour phone number for the individual.
One Alternate Contact is also requested.

Primary Contact Matt Goodison **Phone** 770-403-9256

Address 1297 Villa Rica Hwy Dallas, GA 30157 **Email** mgoodison@paulding.k12.ga.us

Alternate Contact Mr. Craig Wilcox, Principal **Phone** 678-410-9191

Address **Email** cwilcox@paulding.k12.ga.us

Event Information

Event Title PCHS Annual Homecoming Parade

Dates Requested: Start: 9/8/22 **Time** 6 pm **End** 9/8/22 **Time** 7 pm

Set-up date & time 9/8 5:30 at Dallas Elementary **Break-down date & time** 9/8/22

Event Type: ☐ Festival/Wedding ☐ Concert/Performance ☐ Exhibit/Special Attraction
 ☐ Fundraiser ☒ Parade/Processional ☐ Bike/Walk/
 Run ☐ Other: _____

City Facility Requested: ☒ Downtown/Main Street ☐ Gazebo at Dallas Trailhead
 ☐ Sara Babb Park ☐ McKoon Park ☐ Dogwoods at Coleman Camp Park
 ☐ Other: _____

Mark All That Apply: ☐ Alcohol ☐ Signage/Banners ☐ Amplified Sound/Music
 ☐ Tents/ Canopies ☐ Carnival Rides ☐ Fireworks/lasers ☐ Portable Restrooms
 ☐ Trash ☒ Road Closing ☐ Shuttles ☐ Generators/Electricity
 ☐ Inflatables ☐ Vendors/Concessions ☐ Animals ☐ Parking/Shuttles

Special Events Permit Application

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Revised
07/2021

Event Description: *Describe type of your event, purpose of your event, projected attendance (including approximate number of persons and vehicles attending): Paulding County High School annual homecoming parade. 500 people projected attendance, appx. 400 students and faculty participating in the parade with appx. 30 vehicles.*

Will you require road(s) closure? If yes, describe as provided for by an approved MUTCD traffic

Plan: Street closures from Dallas Elementary proceeding downtown on Main St. onto West Memorial and ending on S. Johnston St.

City Property - List any electrical needs:

Please describe your plan for clean-up and removal of waste, recycling and garbage during and after the event: Student volunteers will walk back along parade route to clean up candy wrappers

How do you plan to publicize this event?

Local media, school website, social media

Schedule of the day's events (*tentative is acceptable*): *Students and faculty arrive at Dallas Elementary at 5:30 p.m. on 9/8/22. Parade begins at 6 p.m. and concludes when parade procession turns down S. Johnston Street*

Attach and include a clear and clean copy of the Site Plan or Parade Route

Applicant should consider:

- Assembly area ● Sound Equipment ● Lighting ● Signage ● Parking ● Restrooms
- Tents/Canopies ● Route to Travel ● Vendor Area ● Stage ● Detour Plan ● Water supply
- Communication Facilities ● Generators/Electric Supply ● Event Vehicles ● Medical Treatment Facility
- Adjacent Streets ● Trash Receptacles ● Barricades/crowd control barriers ● Disability Access
- Other Event Components ● Approved MUTCD Traffic Plan

Applicant's Affidavit


I, applicant or authorized representative, have read and understand the contents of this application. The information contained herein and attached is complete and true, current and correct to the best of my knowledge.

I understand providing false information shall void the application and cancel the event.

I understand the permit may be cancelled by the Chief Marshal or Chief of Police for the City of Dallas, Georgia at any time with or without cause.

Organization/Group: Paulding County High School

Applicant/Representative Name: Matt Goodison

Signature:  **Date:** 6/4/22

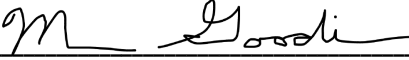
Release and Hold Harmless Agreement

In consideration for being granted a Special Event Permit from the City of Dallas, Georgia, I, applicant or authorized representative, hereby release and hold harmless the City of Dallas, Georgia itself and its' employees from any liabilities and claims arising during or after this event. I agree that I will never prosecute or in any way aid in the prosecuting of any demand, claim or suit against the City of Dallas, Georgia or its' agents, officers, volunteer staff, or any employee acting officially or otherwise, for any loss, damage, or injury to my person or property that may occur during or after this event held in the City of Dallas, Georgia.

My signature constitutes my agreement and the agreement of my organization (as listed below), including all participants from my organization present at this event. The person or persons signing this document hereby represent to the City of Dallas, Georgia that they have the specific authority on behalf of the organization to execute this Hold Harmless Agreement.

Organization/Group: Paulding County High School

Individual Representative: Matt Goodison

Signature:  **Date:** 6/4/22

Appointments for review of completed applications and any attachments may be scheduled with the Chief Marshal by phone or email at:

770.443.8110 x 1003

mhester@dallas-ga.gov

STOP

FOR CITY USE ONLY

Initial after complete review (any comments/requirements/exclusions should be noted):

Marshal _____ Police _____ Theater _____ Public Works _____

Community Dev _____ Sanitation _____ Parks/Rec _____

Additional department review(s) needed: _____

Comments/Requirements/Exclusions/Changes: _____

Officers required (number): _____ at rate of \$ _____ per _____

Additional trash receptacles required (number): _____ at rate of \$25/each per day

Temporary toilets required (number): _____

Permits (sign or devices) required: _____

Alcoholic Beverage Catering License required: _____



STAFF ACTION ITEM

MEETING DATE: 07/11/2022

TITLE: Request for Support for Special Event- PCHS Homecoming Parade

PRESENTED BY: Amber Whisner, Business Development

AGENDA ITEM DESCRIPTION (Agenda Content):

Request to approve and support the 2023 PCHS Homecoming Parade Special Event Permit for 09/08/2022.
Request for City of Dallas to handle road closure and security.

HISTORY/PAST ACTION:

None

FINANCIAL IMPACT:

None.

INFORMATION:

See attached Special Event Permit.



STAFF ACTION ITEM

MEETING DATE: 07/11/2022

TITLE: Appointments to Historic Preservation Commission

PRESENTED BY: Amber Whisner, Business Development

AGENDA ITEM DESCRIPTION (Agenda Content):

Request to appoint 4 candidates to the Historic Preservation Commission

HISTORY/PAST ACTION:

None

FINANCIAL IMPACT:

None.

INFORMATION:

Sara Nix

Suzi Edwards

Nikki Lumpkin

Tori Barrett



ELECTED AND APPOINTED OFFICIALS 2022

Elected Officials 4-year term

Name	Ward	Term Ending (Election held in November before term end)
James Kelly	Mayor	12/31/2023
Chris Carter	Ward 1	12/31/2025
Mike Cason	Ward 2	12/31/2023
Leah Alls	Ward 3	12/31/2025
Jim Henson	Ward 4	12/31/2023
Cooper Cochran	At Large	12/31/2023
Nancy Arnold	At Large	12/31/2025

Council / Staff Appointments:

Mayor Pro – Tem
Finance Committee

Mike Cason
Chair, Kendall Smith
Mayor James Kelly
Councilmember Cooper Cochran

Paulding Co. Planning Commission
Paulding Co. Chamber of Commerce
West Ga. Regional Commission

Rep Jim Henson
Rep Chris Carter
Mayor James Kelly

Board / Commission / Authority Appointments:

Board of Ethics Committee – 2-year term (3 Appointments)

Name	Appointment Date	Term Ending
Rick Carroll (appointed by Council)	1/2022	12/31/2023
Dawn Eriksen (appointed by Mayor)	1/2022	12/31/2023
Vacancy (appointed by Board of Ethics Comm)		

Dallas Planning Commission – 2-year term (5 Appointments)

Name	Appointment Date	Term Ending
David Holt	1/2022	12/31/2023
Debra Ewing	1/2022	12/31/2023
Andrew Nesbitt	1/2022	12/31/2023
Terry Johnson	1/2021	12/31/2023
Ryan Ayers	1/2021	12/31/2023

Development Authority of the City of Dallas - 4-year term (7 Appointments)

Name	Appointment Date	Term Ending
James Kelly	1/2021	12/31/2024
Cooper Cochran	1/2021	12/31/2024
Michael Cason	1/2022	12/31/2023
Jim Henson	1/2022	12/31/2023
Nancy Arnold	1/2019	12/31/2022
Chris Carter	1/2019	12/31/2022
Leah Alls	1/2019	12/31/2022

Downtown Development Authority – 4yr term

Name	Appointment Date	Term Ending
Councilmember Jim Henson	1/2016	Reappointed upon re-election
Sam Elrod	1/2020	12/31/2023
Tyler Newsome	1/2020	12/31/2023
Susan Haynes	1/2020	12/31/2023
Sammy Callahan	10/2019	12/31/2022
Jolee Kitchen	4/2021	12/31/2024
Garland Self	4/2021	12/31/2024

Historical Preservation Commission – 3year term (7 Appointments)

Name	Appointment Date	Term Ending
Jim Butler	1/2020	12/31/2022
Cody Pless	1/2022	12/31/2024
Holly Henderson Williamson	1/2022	12/31/2024
Annmarie Burnette	1/2020	12/31/2022
Beth Harwell	11/2020	12/31/2023
Nancy Childers	11/2020	12/31/2023
Debbie Self	05/2022	12/31/2022

Tree Commission – 3year term (5 Appointments)

Name	Appointment Date	Term Ending
Mickey Gazaway	1/2021	12/31/2023
Jill W. Coats	1/2021	12/31/2023
Wally Strickland	1/2021	12/31/2023
JoAnn Fudger	1/2020	12/31/2022
Carol Thigpen	1/2022	12/31/2024

Urban Re-Development Authority – 3-year term (3 Appointments)

Name	Appointment Date	Term Ending
Vacancy		
Steve Haynes	1/2021	12/31/2023
Vacancy		

Zoning Board of Appeals – 3-year term (3 Appointments)

Name	Appointment Date	Term Ending
Jeremy Hicks (remainder of Billy's term)	1/2020	12/31/2022
Brad Wood	1/2021	12/31/2023
Malinda Graham	1/2022	12/31/2024

Main Street Advisory Board- 3-year term (7 appointments)

Name	Appointment Date	Term Ending
Angelica Rodriguez	08/2021	12/31/2022
Leah Alls	09/2021	Reappointed upon re-election
Tyler Newsome	09/2021	12/31/2023
Michael Pace	09/2021	12/31/2023
Vickie Burgess		12/31/2024
Christina Henggeler		12/31/2024

Dallas Housing Authority

Mary Anna Cochran – Chair

Julie Harwell -

Eva Dougherty

Danita Elrod

LeAnne Austin

Sharone Thomas

Resident Commissioner to be appointed by the mayor every year (Dept. of Housing & Urban Development)**Shirley Smith keeps list of renewals for these****Alcohol Review Board** (no term)

Councilmember Mike Cason

Kendall Smith, City Manager

Joe Duvall, Police Chief

Pension Committee Secretary (no term)

Tina Clark