

## Due Diligence//Point A//Pre-Application

A pre-submission meeting program intended to aid the navigation of the City's development processes. It will serve as an opportunity for customers to meet with reps from the City's plan review agencies to discuss and refine project plans and scope in an open, yet organized, format. Bringing challenges or process clarifications to the forefront of the project with the right individuals in the room will decrease the number of follow-ups down the road thereby streamlining the review process and saving time for both applicant and the City. The City will take this opportunity to learn about successes of existing process, implement where lacking and eliminate where necessary.

### **What does this look like?**

*The stand of oaks now preserved due to tree preservation and ecological benefits at the forefront of site & project design.*  
*Mr. Potato Head buildings now contributing elevated design towards Atlanta streets and residents.*  
*Micro-living options in a historic building with innovative, yet unfamiliar building code and construction approaches.*  
*A nonprofit campus wanting to do creative, thoughtful reuse in the face of pre-existing site and legal conditions.*  
*Owner of a complex site feeling confident about navigating the City site development and permitting processes.*  
*A well-thought through site protecting Atlanta's watershed & ecological assets while contributing to responsible growth.*  
*A successful meshing of often conflicting interests (density and ecology, transit and affordability) played out on one site.*

### **The Why:**

- **A BETTER ATLANTA:** Emphasize design and innovation in development and construction
- **CUSTOMER SERVICE:** Provide technical assistance and a roadmap of feasibility
- **EFFICIENCY:** Improve process and service improvement both externally and internally
- **APPROACHABLE:** Allowing for increased transparency and engagement with COA

### **The How:**

Pilot Program for 1 year  
Dedicated coordinator to monitor workload, coordinate schedule, customer liaison  
Dedicated Chair to provide committee guidance, make decisions  
Customer application to determine attendees and project type  
Biweekly meetings of Committee  
Log of comments/Deliverable for customer – avoid interpretations of varying reviewers after submittal  
Commitment to not extend review timeline or accentuate the regulations  
Data tracking and reporting – analysis of program to assess strengths and weaknesses

### **The Stakeholders:**

Representatives from various City departments who address design, development, and construction issues including design, historic preservation, building codes, zoning requirements, stormwater management regulations, traffic impacts, fire codes, and right-of-way improvements.

Office of Buildings – Plan Review	Building Code
Office of Buildings – Arborist	Tree Protection Ordinance
Office of Buildings – Fire Review	NFPA
Office of Zoning & Development	Zoning Code
Office of Mobility Planning	Mobility
Office of Housing & Community Development	Housing
Office of Design – Atlanta City Studio	Design
Office of Design – Historic Preservation	Historic Design

#### **Non-DCP agencies**

Department of Watershed Management	Site Design
Atlanta Fire & Rescue Department	Code & Design
Department of Public Works - Traffic	Streets

#### **Potential to add on case-by-case basis:**

Office of Cultural Affairs	Arts
Office of Resilience	Sustainability

## What projects should go through this process?

## Missing or other: