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**MEMORANDUM**

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**TO: Planning Commission**

**FROM: Jason Thompson, Director  
Department of Planning and Development**

**DATE: September 24, 2019**

**CASE NO.: #ZOA 19-04**

**RE: Text Amendment to the Snellville Zoning Ordinance to Clarify  
Enforcement Responsibility of the Snellville Zoning Ordinance**

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The proposed text amendment to Article XIII, Administration and Enforcement and Article XVII, Property Maintenance of the Snellville Zoning Ordinance is to clarify enforcement of these articles and the Zoning Ordinance and naming the Director of Planning and Development and all subordinates of the Planning Director to act as the Code Enforcement Officer for the City of Snellville, Georgia.

The Planning Department recommends **approval** of the proposed Text Amendment.