

**OFFICE OF THE MAYOR  
AN ADMINISTRATIVE ORDER NUMBER 2023-**

**AN ADMINISTRATIVE ORDER TO DESIGNATE A DEPUTY CHIEF OF STAFF AS AUTHORIZED TO RECEIVE AND TAKE ACTION ON LICENSE OR PERMIT APPLICATIONS WHICH WERE REFERRED TO THE LICENSE REVIEW BOARD, (LRB), ACCOMPANIED BY A STATEMENT THAT THE APPLICATION MET THE LEGAL REQUIREMENTS FOR THE ISSUANCE THEREOF, AND WERE THEREAFTER TRANSMITTED TO THE MAYOR BY THE LRB WITH A FAVORABLE RECOMMENDATION; AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta has an interest in maintaining the public health, safety and welfare of the citizens of the City of Atlanta and its visitors; and

**WHEREAS**, the City of Atlanta has an interest in regulating, through the lawful exercise of its police powers, the regulation of certain businesses within its jurisdictional boundaries; and

**WHEREAS**, the license review board, (LRB), of the city was created in order to review all applications for licenses and permits issued under the police power of the city which are referred thereto, with a statement thereon indicating whether or not such application meets the legal requirements for the issuance thereof, in accordance with the City of Atlanta Code of Ordinances; and

**WHEREAS**, the LRB is thereafter required to make a favorable or unfavorable recommendation to the mayor on any such application to the mayor in accordance with the applicable provisions of the City of Atlanta Code of Ordinances or other ordinances and state statutes regulating the issuance of such licenses and permits; and

**WHEREAS**, upon receipt of such recommendations, the mayor may either grant, deny, or remand such applications back to the license review board in accordance with the applicable provisions of the City of Atlanta Code of Ordinances regulating the license or permit at issue; and

**WHEREAS**, it is the desire of the City of Atlanta to refrain from acting in a manner which would unduly impede the development of new businesses that desire to operate within its jurisdictional boundaries, or to unduly delay the conduct of certain temporary special events which may require the issuance of licenses or permits issued under the City of Atlanta's police powers; and

**WHEREAS**, in furtherance of this policy, pursuant to Ordinance 19-O-1209, the City of Atlanta provided for the more expeditious issuance of licenses or permits, that applications for which have been vetted by the LRB and have been found to meet the legal requirements for the issuance thereof; and

**WHEREAS**, in accordance with Ordinance 19-O-1209, Section 30-34 of the City of Atlanta Code of Ordinances was amended to provide for the mayor to name authorized designee(s), pursuant to the issuance of an administrative order, to receive and take action on license or permit applications which were referred to the LRB accompanied by a statement that the application met

the legal requirements for the issuance thereof, and were thereafter transmitted to the mayor by the LRB with a favorable recommendation.

**NOW, THEREFORE, BY THE POWER VESTED IN ME AS MAYOR OF THE CITY OF ATLANTA**, pursuant to Section 3-104 of the City of Atlanta Charter, and Sections 2-182(4) and 30-34 of the City of Atlanta Code of Ordinances, it is hereby ordered as follows:

**SECTION 1:** A Deputy Chief of Staff shall be authorized to receive applications for licenses or permits issued under the police power of the city, and to take action to either grant, deny, or remand to the license review board such license or permit applications pursuant to the applicable provisions of the City of Atlanta Code of Ordinances regulating the license or permit at issue.

**SECTION 2:** The authority of a Deputy Chief of Staff hereby granted shall only apply to applications for a license or permit which have been referred to the license review board accompanied by a statement that the application has met the legal requirements for the issuance of the license or permit at issue, and which were transmitted to the Mayor by the license review board with a favorable recommendation.

**SO ORDERED** this 14 day of October, 2023.



Andre Dickens  
Mayor

ATTESTED:



Inferim Municipal Clerk

A. Vanessa Waldon  
Municipal Clerk