



205 Lawrence Street
Drawer 609
Marietta, Georgia 30061-0609

Margaret Ferraro,
Business License Manager
Telephone: (770) 794-5520
Fax: (770) 794-5685

Mayor's Office: (770) 794-5502
City Manager's Office: (770) 794-5507
City Clerk's Office: (770) 794-5526

Instructions and Information

Welcome to the **City of Marietta**. We are delighted that you have come to the City of Marietta to conduct your business. Should you have need for any assistance, please call us at **(770) 794-5520**. Even though you may have already submitted an application for your business license, which is required prior to conducting your business in the City, you may need to contact other departments in the City for certain services. May we suggest the following for assistance:

1. **Utilities, including Marietta Power** (770) 794-5150 Marietta Power Customer Service
2. **Zoning information and inspections** (770) 794-5671 Shelby Little (770) 794-5670 Rusty Roth
3. Check the **Tree Protection Ordinance** before beginning any **tree removal**. (770) 794-5670 Rusty Roth
4. **Permits for signs** are required. (770) 794-5671 Shelby Little (770) 794-5670 Rusty Roth
5. **Permits for building construction, repairs, permits, air conditioning and heating inspections, building inspections, plumbing inspections.** (770) 794-5651 Mark Rice
6. **Electrical inspection or permits** (770) 794-5647 David Pritchett (leave a voice mail)
7. **Permits and/or fingerprints** for alcoholic beverage applications/manager permits, adult entertainment, massage parlors, pawnshops, and solicitors (770) 794-5341 Nicole Oddi, Marietta Police Department
8. **Certain permits are required** for any new signs or structural work done at your business site located in the City, the Downtown Marietta Development Authority (DMDA) or the Marietta Historical District. If you are in the **DMDA area**, signs and structural changes must be approved by the **DMDA** prior to construction work being done in addition to other possible requirements from the City of Marietta. (770) 794-5502 Betsy Kelley
9. **Any monies owed the City for license fees, permit fees, utilities and taxes must be paid prior to the permit being released or the conduct of any work in the City being done.** (770) 794-5520 Business License Division
(770) 794-5680 Property Tax Division
(770) 794-5150 Marietta Power and Water
10. **All new businesses within the City of Marietta must contact the Marietta Fire Department to obtain an inspection prior to operating their business.** (770) 794-5450 Marietta Fire Department
11. **New construction or renovation** done prior to a business occupying a new facility or building, shall meet all code requirements for permits and licenses. **Certificate of Occupancy shall be issued prior to the business beginning operation.** **Note: Each business shall be in compliance with all aspects of the Marietta City Code prior to beginning operation in the City.**
12. **Food Service or Restaurants** need a health inspection report. (770) 435-7815 Cobb County Environmental Health or (404) 656-3621(3627) Georgia Department of Agriculture
13. **Personal Property Tax**
Please note that even though your business is located in the City of Marietta, by law, Cobb County is responsible for all tax assessments. (770) 528-3123 Cobb County Personal Property Division
14. **Transportation and moving related businesses** (678) 413-8732 Department of Motor Vehicle Safety, Commercial Vehicle Compliance

We look forward to being of service to you and assisting you with City of Marietta services.

***Notify this office of any change of address, ownership, firm name, or classification.**