

www.eastpointcity.org <https://www.eastpointcity.org/planning-community-development/>

2757 East Point Street, Suite 100 * East Point, GA 30344 * 404.669.4399 * pcd@eastpointcity.org

DIVISION / TITLE	EMPLOYEE	PHONE	PHONE (D/C)	EMAIL
Director	Smith, Kimberly	404.669.4322	404.764.7409 (c)	ksmith@eastpointcity.org
Assistant Director	Kelley, Lee	404.270.7041	404.274.9409 (c)	Lkelley@eastpointcity.org
ADMIN		404.669.4399		
Office Manager	Russell, Marlene	404.270.7028	770.343.1609 (c)	mrussell2@eastpointcity.org
Office Manager	Thompson, Tondria	404.669.4340	404.863.2239 (c)	tothompson@eastpointcity.org
Project Manager	Gregory, Amber	404.270.7085	404.967.9812 (c)	
BUSINESS LICENSE				bl@eastpointcity.org
Business License Coordinator	Miller, Tonya	404.669.4399	404.270.7185 (d)	tmiller@eastpointcity.org
INSPECTIONS		404.270.7025		inspection@eastpointcity.org
Chief Building Official (Safe Built)	Hardy, Paul	678.216.0641	770.355.2133	phardy@safebuilt.com
Senior Building Inspector	Cobb, Dwight	404.270.7023	404.633.2967 (c)	dcobb@eastpointcity.org
Senior Building Inspector	Ford, Chris	404.270.7024	404.358.2292 (c)	cford@eastpointcity.org
Building Inspector	(Vacant)			
PERMITS		404.669.4399		permits@eastpointcity.org
Permits & Business License Manager	Harris, Terrance	404.669.4399	404.270.7021 (d)	tharris@eastpointcity.org
Permit Tech	(Vacant)			
Permit Coordinator	(Vacant)			
Permit Coordinator	(Vacant)			
Assistant Permit Coordinator	(Vacant)			
Assistant Permit Coordinator	(Vacant)			
Administrative Assistant	Reid, Dianna	404 270.7037		dreid@eastpointcity.org
Administrative Assistant	Flanagan, Karlyn	404 270.7015		kaflanagan@eastpointcity.org
Administrative Assistant -Temp	Carter, Shondra	404.270.7035		scarter@eastpointcity.org
Administrative Assistant -Temp	Lee, Nia	404.270.7072		nlee@eastpointcity.org
Technical Review Team (Plan Review)				
PLANNING AND ZONING		404.669.4399		zoning@eastpointcity.org
Senior Planner	(Vacant)			
Senior Planner	(Vacant)			
Associate Planner	(Vacant)			

HOURS :

PLANNING & COMMUNITY DEVELOPMENT

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- 7:30 AM - 9:00 AM: Inspections can be reached by phone.
 - 9:00 AM - 4:00 PM: Inspections Unavailable, out in the Field
 - 8:00 AM - 5:00 PM: General Office Hours for walk-in inquires.
 - 8:30 AM - 3:30 PM: Application Intake and Processing. Cashier Window closes promptly at 3:30 PM)
- Email is the best way to get in contact with us. **Thank you and Stay Safe!**

