City of Fairburn
Work Session
Agenda

October 27, 2025
6:00 PM

The Honorable Mayor Mario Avery

The Honorable Mayor Pro-Tem Alex Heath	The Honorable Linda J. Davis
The Honorable Samantha Hudson	The Honorable Hattie Portis-Jones
The Honorable Ulysses J. Smallwood	
Mr. Tony Phillips	City Administrator
Mr. Rory Starkey	City Attorney
Ms. Brenda B. James	City Clerk

I. Meeting Called to Order: The Honorable Mayor Avery

II. Roll Call: City Clerk

III. Agenda Items:

1. Development Impact Fee Study **(Planning & Zoning)**

IV. Adjournment:

When an Executive Session is required, one will be called for the following Issues:
(1) Personnel (2) Real Estate or **(3) Litigation**

CITY OF FAIRBURN
WORK SESSION AGENDA ITEM

SUBJECT: Development Impact Fee Study

ITEM TYPE: Presentation

SUBMITTED: 10/20/2025 **WORK SESSION:** 10/27/2025 **COUNCIL MEETING:** 11/10/2025

DEPARTMENT: Planning & Zoning

BUDGET IMPACT: N/A

PUBLIC HEARING: No

PURPOSE:
For the Mayor and City Council to discuss the Development Impact Fee Study and proposed fee schedule for Council consideration prior to adoption.

This session provides an overview of:

- The framework of the impact fee program under the Georgia Development Impact Fee Act.
- The draft ordinance and implementation timeline.

HISTORY:
The City of Fairburn has completed a Development Impact Fee Study and prepared a Capital Improvements Element (CIE) to support the establishment of a local impact fee program in accordance with the Georgia Development Impact Fee Act.

The CIE was transmitted to the Georgia Department of Community Affairs (DCA) for compliance review on September 19, 2025, as required by state law. Once approved, the City may proceed with adoption of the CIE and the implementing ordinance. The CIE identifies eligible capital improvements in the categories of Parks and Recreation and Public Safety, defines citywide service areas, establishes levels of service (LOS) standards, and includes a twenty-year project schedule through 2045.

FACTS AND ISSUES:
The City of Fairburn's population and housing units is projected to increase, these growth trends will generate additional demand for public facilities. The CIE translates this demand into specific capital projects and cost estimates that can be funded, in part, by new development through impact fees.

The proposed Development Impact Fee Ordinance will establish procedures for administering and maintaining the program, set a comprehensive fee schedule, and provide mechanisms for considering reductions or exemptions in specific cases, such as affordable housing or economic development projects. Impact fees would be assessed at the time of building permit issuance.

Fees collected under the program must be expended solely on projects identified in the DCA-approved and Council-adopted CIE. These revenues cannot be used for operations, maintenance, or to remedy existing deficiencies. The ordinance will include an effective date for fee collections and may allow a phased implementation period. Two public hearings on the CIE and Ordinance are scheduled for November 10 and December 8, 2025, with final adoption targeted for December 8, 2025. Following adoption, staff training will occur, and the City will begin collecting impact fees in early 2026.

FUNDING SOURCE:

N/A

RECOMMENDED ACTION:

N/A

ATTACHMENTS:

1. Fairburn_Fee Setting Work Session_10.27.25_

Fairburn
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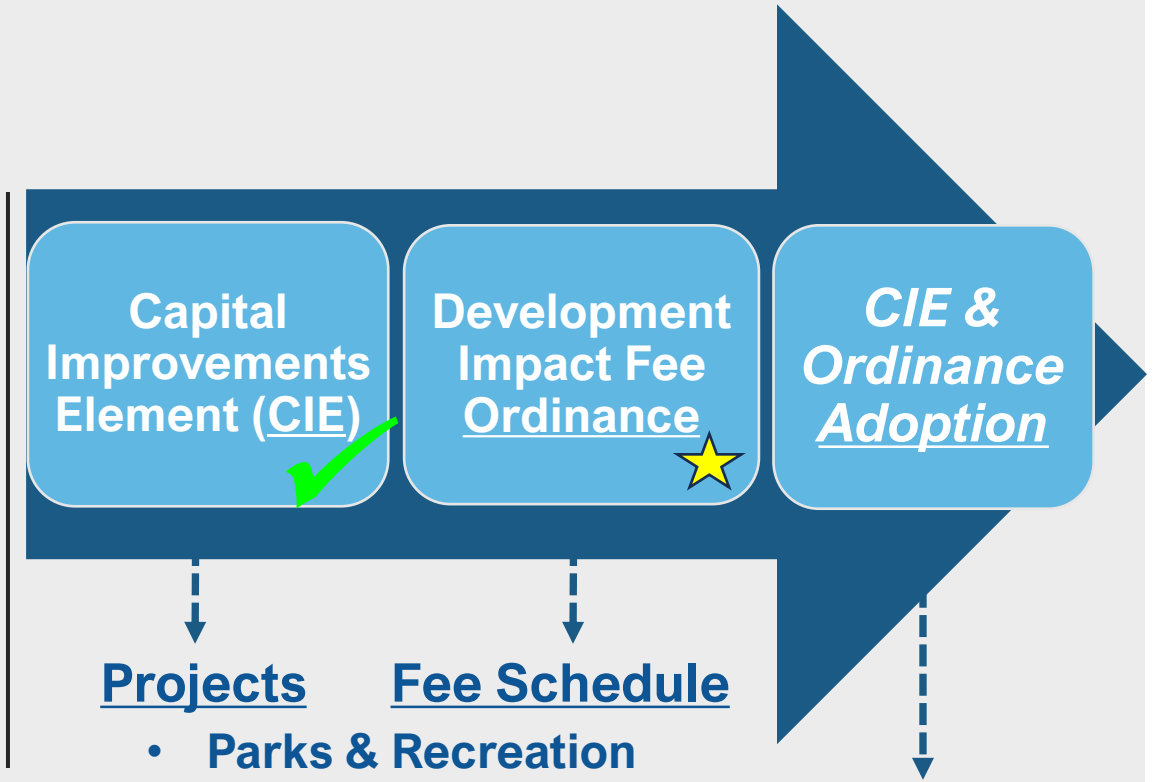
Development Impact Fee Study

Fee-Setting Briefing

10.27.25 Council Work Session

Process

Impact Fee Study



✓ Under review by DCA

★ Two Advisory Committee Meetings for input

Ordinance

Key Provisions

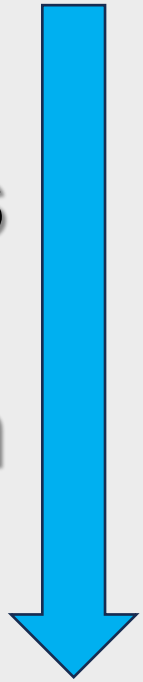
- Guidance on administering and maintaining an impact fee program
- **Comprehensive fee schedule**
- Mechanisms to consider reductions of fees on a case-by-case basis
- Effective date for fee collections (TBD; can include phased approach)
- Supports Development Impact Fee Act (DIFA) requirements

Fee Schedule

Key Information

- Fees are assessed when a building permit is issued
- They are calculated on a per unit basis: per dwelling unit, and typically per square foot for non-residential uses
- Residential uses pay all fee categories (Parks and Public Safety) & non-residential uses pay Public Safety
- Fees can only be spent on projects identified in a DCA-approved and Council-adopted Capital Improvements Element (CIE)

Next Steps After Discussion



Prepare CIE for adoption (pending any DCA comments)

Ordinance (with fee schedule) public hearings/Council discussion x2:

- Nov. 10
- Dec. 8

CIE (capital projects) & Ordinance (fee schedule) Adoption = Dec. 8

Staff Training

Collect Impact Fees

Development Impact Fee Study

Fee-Setting Briefing

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