

# **CITY HALL CLOSED TO PUBLIC/VISITORS**

## **Who Do I Contact?**

Mountain Brook City Hall will be **closed** to the public until further notice due to the COVID-19 Pandemic. City administrative services shall continue by way of telephone, fax, email or the City's website, [www.mtnbrook.org](http://www.mtnbrook.org), or P.O. Box 130009, Mountain Brook, AL, 35213.

**Below is a list of contacts for administrative services.** If you don't see what you are looking for, you may contact the City Manager's office at [205-802-3800](tel:205-802-3800), [FAX 205-870-3577](tel:205-870-3577), or [gastons@mtnbrook.org](mailto:gastons@mtnbrook.org). To make an appointment with the City Manager, call Janet Forbes at 205-802-3800.

Contact the **Municipal Court** if you need information on any of the following items:  
**Heather Richards**-Magistrate Supervisor, [205-802-3828](tel:205-802-3828), [FAX 205-870-3590](tel:205-870-3590),  
[richardsh@mtnbrook.org](mailto:richardsh@mtnbrook.org)

**Liz Greer**-Magistrate [205-802-3829](tel:205-802-3829), [FAX 205-870-3590](tel:205-870-3590), [greere@mtnbrook.org](mailto:greere@mtnbrook.org)

**Dana Horsley**-Magistrate, [205-802-3827](tel:205-802-3827), [FAX 205-870-3590](tel:205-870-3590), [horsleyd@mtnbrook.org](mailto:horsleyd@mtnbrook.org)

- **traffic tickets**
- false alarm tickets
- parking tickets
- criminal charges (ie. Unlawful possession of marijuana, possession of drug paraphernalia, Public Intoxication, Domestic Violence, Harassment, Assault, Menacing, etc.)
- citizens wishing to press charges against someone
- outstanding warrants
- missed court dates
- continuances
- defensive driving school
- certified copies of dispositions
- court information (ie. when court is held, location of court, time of court, etc..)

Contact the **Revenue Department** at [205-802-2400](tel:205-802-2400) prompt 4 if you need information on any of the following items or [Fax 205-870-3590](tel:205-870-3590), or [bankstonj@mtnbrook.org](mailto:bankstonj@mtnbrook.org).

**Business Licenses – Email Applications:** [blp@mtnbrook.org](mailto:blp@mtnbrook.org)

- How to obtain a new license
- The status of your existing license
- When licenses are due
- How to pay for your license
- Inquire if a business or contractor is licensed to do business in Mountain Brook

## **Sales taxes**

- The various types of taxes (sales, rent, lodging, liquor, consumer)
- Collecting and remitting sales tax
- The status of your sales tax account
- When sales taxes are due
- How to pay for your taxes

## **Building/Construction Permits – Email Applications: [blp@mtnbrook.org](mailto:blp@mtnbrook.org)**

- Am I required to have a building permit?
- What are the requirements for obtaining a permit?
- Permit costs
- Requirements for contractor surety bonds

Contact the **Building & Inspections Department** for inspections:

- David Boyanton, Building Inspector - 205-802-3813
- Joe Earnest, Electrical & Mechanical Inspector - 205-802-3815
- Michael Glaze, Plumbing & Gas Inspector - 205-802-3814
- For all other building questions, contact Glen Merchant, Building Official, [205-802-3812](tel:205-802-3812) or [merchantg@mtnbrook.org](mailto:merchantg@mtnbrook.org).

For **Planning and Zoning** questions, contact Tyler Slaten at 205-802-3811 or [slatent@mtnbrook.org](mailto:slatent@mtnbrook.org) or Dana Hazen at 205-802-3816 or [hazent@mtnbrook.org](mailto:hazent@mtnbrook.org). For land use applications and deadline/hearings schedule/agendas contact Tammy Reid at 205-802-3810 or [reidt@mtnbrook.org](mailto:reidt@mtnbrook.org) and for GIS/mapping questions contact Wade Cherry at 205-802-3830 or [cherryw@mtnbrook.org](mailto:cherryw@mtnbrook.org). Go to [www.mtnbrook.org](http://www.mtnbrook.org), and click on the Zoning Code and/or GIS Mapping at bottom of the home page.

The **Police Department** remains CLOSED to the general public except those parties coming to the Department by appointment. All parties that do come to the Department are subject to access procedures in place since the COVID-19 orders were put in place. Reports may still be made over the phone for non-emergency reports by calling (205) 802-2414.

Contact the **Fire Marshall's Office** if you need help with any of the following items:

**Leland Rhudy - 205-802-3832, FAX 205-879-5919, or [rhudyl@mtnbrook.org](mailto:rhudyl@mtnbrook.org).**

- For fire inspection and code enforcement in all new and existing buildings (except single family residence)
- Reviewing plans for life safety in new construction (except single family residence)
- Outdoor burn permits
- Concerns of hazardous conditions
- Fire prevention education

## **Public Works 205-802-2390**

- The sale of compost is available with COVID-19 precautions in place.