

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

Memphis Light, Gas, and Water (MLGW)

Tom Word – Utility Coordinator

220 S. Main Street

Memphis, TN 38103

(901) 528-4186

tword@mlgw.org

Residential Developers – Call MLGW's Residential Engineer at Builder Services (901) 729-8675

Non-Residential Developers – Call MLGW's at Builder Services (901) 729-8630 (select Option 2)

Website: www.mlgw.org

Gina Bannerman – Address Assignment (for Street Addressing)

Commercial and Residential Engineering Department

5791 Summer Trees Drive

Memphis, TN 38134

(901) 729-8620

address.assignment@mlgw.org

For Major Commercial/Industrial Projects

Odell Johnson

ojohnson@mlgw.org

Before digging, determine the location of any underground utilities by contacting:

TN-1-CALL @ 1 (800) 351-1111

Economic Development Growth Engine (Economic development agency for the City of Memphis and Shelby County)

100 Peabody Place, Suite 1100

Memphis, TN 38103

(901) 341-2100

Website: www.growth-engine.org

Community Redevelopment Agency (Memphis and Shelby County Tax Increment Financing (TIF) Districts and expenditures of TIF funds)

Andrew Murray – Director of Planning and Community Development

125 N. Main Street, Suite 308

Memphis, TN 38103

(901) 636-6544

andrew.murray@memphistn.gov

Website: <http://cramemphis.org/>

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

Downtown Memphis Commission (Central Business Improvement District Regulations)

Brett Roler – Director of Planning
114 North Main Street
Memphis, TN 38013
(901) 575-0540
roler@downtownmemphis.com
Website: www.downtownmemphiscommission.com

Annexation & De-annexation

Doug McGowen – Chief Operating Officer
125 North Main Street, Room 308
Memphis, TN 38203
(901) 636-6558
coo@memphistn.gov
Website: www.memphistn.gov

Memphis 3.0 Comprehensive Plan

Ashley Cash – Administrator
Office of Comprehensive Planning
125 North Main Street, Room 468
Memphis, TN 38103
(901) 636-6601
ashley.cash@memphistn.gov
Website: <http://memphis3point0.com/>

Metropolitan Planning Organization (MPO) (Regional Transportation Planning)

Pragati Srivastava – Administrator
125 North Main Street – Room 450
Memphis, TN 38103
(901) 576-7190
pragati.srivastana@memphistn.gov
Website: www.memphismpo.org

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

Shelby County Register (Recording of Plats – Deed and Private Covenant Recordings)

(901) 222-8100

register@shelbycountnytn.gov

Website: <http://register.shelby.tn.us>

Shelby County Archives (Historical City and County Records)

(901) 222-8177

register@shelbycountytn.gov

Website: <http://register.shelby.tn.us>

Shelby County Land Bank/Real Estate (County-owned properties & tax sale properties)

Dawn Kinard – Administrator

584 Adams Avenue

Memphis, TN 38103

(901) 222-2575

dawn.kinard@shelbycountytn.gov

Website: www.shelbycountytn.gov

Bill Goss – Manager

584 Adams Avenue

Memphis, TN 38103

(901) 222-2575

bill.goss@shelbycountytn.gov

Website: www.shelbycountytn.gov

City of Memphis Real Estate (City-Owned Properties, Easements & Encroachment Agreements)

Deborah Massie – Manager

125 N. Main Street – Room 568

Memphis, TN 38103

(901) 636-6332

deborah.massie@memphistn.gov

Website: www.memphistn.gov

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

City Engineering General Contacts

Alley Closures	(901) 636-6710
Banners	(901) 636-6710
Bridge Inspector	(901) 636-6690
Driveway Permits – Commercial	(901) 636-6710
Driveway Permits – Residential	(901) 636-2462
Engineering	(901) 636-6700
Maps and Records	(901) 636-6694
Road Construction Inspections	(901) 636-2462
Sewer Availability	(901) 636-6725
Signs and Markings	(901) 528-2938
Street Lane Closings	(901) 636-6710
Signal Maintenance (Traffic)	(901) 528-2844

City of Memphis Engineering Land Development Office (Review and Approval of Civil Engineering Plans, Plats, Easements, and Public Improvement Contracts for Developments)

Jack Stevenson – Administrator
125 North Main Street – Room 644
Memphis, TN 38103
(901) 636-6704
john.stevenson@memphistn.gov
Website: www.memphistn.gov

Gergory L. Patterson – Land Development Engineer
125 North Main Street – Room 644
Memphis, TN 38103
(901) 636-6704
gregoryl.patterson@memphistn.gov
Website: www.memphistn.gov

Iris Robertson – Public Improvements Contracts Administrator
125 North Main Street – Room 644
Memphis, TN 38103
(901) 636-6704
iris.robertson@memphistn.gov
Website: www.memphistn.gov

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

City of Memphis Traffic Engineering (Roadway Design, Curb Cuts, Access Management, Signalization)

Ken Johnson
125 North Main Street – Room 668
Memphis, TN 38103
(901) 636-6919
ken.johnson@memphistn.gov
Website: www.memphistn.gov

City of Memphis Sewer Design (Sewer Locations, Capacities, Design Requirements)

Qaladize Faraedoon
125 North Main Street – Room 639
Memphis, TN 38103
(901) 636-6725
faraedoon.qaladize@memphistn.gov
Website: www.memphistn.gov

City of Memphis Construction Inspection (Inspection of all improvements constructed for public use)

Bonnie Good
2599 Avery Avenue
Memphis, TN 38112
(901) 636-2462
bonnie.good@memphistn.gov
Website: www.memphistn.gov

City Mapping and Central Records (Repository of City Mapping Records, Street Plan and Profile Sheets, Public Easements, Right-of-Way Closings)

David Walker – Manager
125 North Main Street – Room 577
Memphis, TN 38103
(901) 636-6694
david.walker@memphistn.gov
Website: www.memphistn.gov

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

Shelby County Health Department (Septic Tank Regulations & Permitting)

Greg Parker – Supervisor
Water Quality Branch and Septic Tank Program
814 Jefferson Avenue
Memphis, TN 38105
(901) 222-9599
greg.parker@shelbycountyttn.gov
Website: www.shelbycountyttn.gov

Shelby County Fire Services (for unincorporated Shelby County)

Jake Haley – Fire Marshall
1075 Mullins Station Road
Bldg. “C”, 2nd Floor
Memphis, TN 38134
(901) 222-8010
jake.haley@shelbycountyttn.gov
Website: <https://firedepartment.shelbycountyttn.gov/>

City of Memphis Fire Services (City of Memphis)

James Ashcraft – Fire Inspector
(901) 636-5401 (o)
(901) 636-5606 (d)
james.ashcraft@memphistn.gov
Website: www.memphistn.gov

Shelby County Engineering (Review and Approval of Civil Engineering Plans, Plats, Easements, and Public Improvement Contracts for Developments within unincorporated Shelby County)

John Modzelewski -Senior Engineer
Roads, Bridges, and Engineering
6463 Haley Road
Memphis, TN 38134
(901) 222-7744
john.modzelewski@shelbycountyttn.gov
Website: www.shelbycountyttn.gov

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

Memphis/Shelby County Office of Construction Code Enforcement – Building Official (Building and Zoning Code Enforcement for the City of Memphis, unincorporated Shelby County, and selected municipalities within Shelby County)

Bobby Decker – Building Official

6465 Mullions Station Road

Memphis, TN 38134

(901) 222-8000

bobby.decker@shelbycountyttn.gov

Website: www.shelbycountyttn.gov

Memphis/Shelby County Office of Construction Code Enforcement – Plans Review Administration

(Administrative Site Plan Review Process, Code Compliance, and Building Permits)

Rick Meister – Plans Review Manager

6465 Mullins Station Road

Memphis, TN 38134

(901) 222- 8365

rick.meister@shelbycountyttn.gov

Website: www.shelbycountyttn.gov

Memphis/Shelby County Office of Construction Code Enforcement – Non-Residential Plans Review

Arthur Hammontree – Plans Reviewer

6465 Mullins Station Road

Memphis, TN 38134

(901) 222-8358

arthur.hammontree@shelbycountyttn.gov

Website: www.shelbycountyttn.gov

Kenneth Ayers – Plans Reviewer

6465 Mullins Station Road

Memphis, TN 38134

(901) 222-8357

kenneth.ayers@shelbycountyttn.gov

Website: www.shelbycountyttn.gov

Rita Anderson – Plans Reviewer

6465 Mullins Station Road

Memphis, TN 38134

(901) 222-8359

rita.anderson@shelbycountyttn.gov

Website: www.shelbycountyttn.gov

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

Mandana Hooshyar – Plans Reviewer
6465 Mullins Station Road
Memphis, TN 38134
(901) 222-8360
mandana.hooshyar@shelbycountyttn.gov
Website: www.shelbycountyttn.gov

Memphis/Shelby County Office of Construction Code Enforcement – Residential Plans Review

Kerry Litton – Plans Reviewer
6465 Mullins Station Road
Memphis, TN 38134
(901) 222-8362
kerry.litton@shelbycountyttn.gov
Website: www.shelbycountyttn.gov

Alicia Jenkins – Plans Reviewer
6465 Mullins Station Road
Memphis, TN 38134
(901) 222-8356
alicia.jenkins@shelbycountyttn.gov
Website: www.shelbycountyttn.gov

Memphis/Shelby County Office of Construction Code Enforcement – Cell Towers

Kenneth Ayers – Plans Reviewer
6465 Mullins Station Road
Memphis, TN 38134
(901) 222-8357
kenneth.ayers@shelbycountyttn.gov
Website: www.shelbycountyttn.gov

Memphis/Shelby County Office of Construction Code Enforcement – Signs and Zoning Violations

Rose Hill – Sign Department Manager
6465 Mullins Station Road
Memphis, TN 38134
(901) 222-8374
rose.hill@shelbycountyttn.gov
Website: www.shelbycountyttn.gov

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

Shelby County Schools – Office of Facilities Planning & Property Management

Michelle Stuart
160 South Hollywood, Admin Building
Memphis, TN
(901) 416-4715
stuartml@scsk12.org
Website: www.scsk12.org

City of Memphis Code Enforcement (Storage of Inoperable and Abandoned Vehicles, Minimum Housing Standards, Environmental Conditions, Abandoned Commercial Structures)

4225 Riverdale Road
Memphis, TN 38125
(901) 636-7395
Website: www.memphistn.gov

Memphis Call 311 (Mayor’s Citizens Service Center) (Clearinghouse for citizen inquiries and requests)

Carolyn Malone – Manager
311 Call Center
125 North Main Street, Room 438
311 or (901) 636-6500
carolyn.malone@memphistn.gov
Website: www.memphistn.gov

Shelby County Assessor’s Office (Location, classification, and appraisal of all taxable property in Shelby County including links to recorded plats and comparable sales information)

1075 Mullins Station Road
Memphis, TN 38134
(901) 222-7010
Website: www.assessor.shelby.tn.us

Tennessee Department of Transportation (TDOT) (State-controlled roads)

Calvin Abram – Supervisor
Long Range Planning Division
5344 Boswell Road
Memphis, TN 38120
(901) 684-5447
calvin.abram@tn.gov
Website: www.tn.gov/tdot

OPD CUSTOMER SERVICE COUNTER CONTACT LIST

OTHER CITIES/TOWNS IN SHELBY COUNTY

Town of Arlington

Angela Reeder – Town Planner
5854 Airline Road
Arlington, TN 38002
(901) 867-3449
areeder@townofarlington.org
Website: www.townofarlington.org

City of Bartlett

Kim Taylor – Planning Director
6382 Stage Road
Bartlett, TN 38134
(901) 385-6417
ktaylor@cityofbartlett.org
Website: www.cityofbartlett.org

Town of Collierville

Jay Cravens – Development Director
500 Poplar View Parkway
Collierville, TN 38017
(901) 457-2300
jcravens@ci.collierville.tn.us
Website: www.collierville.com

City of Germantown

Sheila Pounder – Planning Manager
1930 S. Germantown Road
Germantown, TN 38138
(901) 757-7281
spounder@germantown-tn.gov
Website: www.germantown-tn.gov

City of Millington

Jason Dixon – Planning and Economic Development Director
4836 Navy Road, Suite #3
Millington, TN 38053
(901) 461-8595
jdixon@millingtontn.gov
Website: www.millington.gov