



**AGENDA ITEM #: 97**

**MEMORANDUM**

**TO:** Metropolitan Planning Commission  
**FROM:** Buz Johnson, Deputy Director  
**DATE:** Thursday, June 01, 2006  
**SUBJECT:** Amendments to MPC's Administrative Rules & Procedures regarding required copies for plat certification and other amendments as needed.  
5-E-06-OB

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**STAFF RECOMMENDATION:**

APPROVE changes

**BACKGROUND:**

The staff has proposed the following changes so the Administrative Rules and Procedures are consistent with the proposed amendments to the Minimum Subdivision Regulations regarding the required material for copies that are certified for recording by the Knox County Register of Deeds. The Planning Commission staff will still accept one Mylar copy per plat for the MPC records, while the copy medium for plats that are recorded will be determined by the Register of Deeds.

Suite 403 • City County Building  
400 Main Street  
Knoxville, Tennessee 37902  
865 • 215 • 2500  
FAX • 215 • 2068  
www.knoxmpc.org

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**PROPOSED AMENDMENTS TO THE *ADMINISTRATIVE RULES AND PROCEDURES* REGARDING THE TYPE OF COPY TO BE RECORDED BY THE REGISTER OF DEEDS**

Language to be deleted is ~~struck through~~, while language to be added is in ***bold, italic print.***

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**SECTION 3 – FINAL PLAT APPLICATIONS**

E. **Certification and Distribution** – Upon approval of a Final Plat...(no change in this paragraph)

1. Certify a ~~Mylar~~***paper*** copy for recording.

(no changes to the remainder of **SECTION 3**)