

# REZONING REPORT

▶ **FILE #:** 5-F-23-RZ

**AGENDA ITEM #:** 6.1

**AGENDA DATE:** 5/11/2023

▶ **APPLICANT:** LAND DEVELOPMENT SOLUTIONS

OWNER(S): Parker Properties, Inc

TAX ID NUMBER: 119 018.62, 018.46 (PART OF)

[View map on KGIS](#)

JURISDICTION: City Council District 2

STREET ADDRESS: 0 SHERRILL BLVD (and 517 Frank Gardner Ln (part of))

▶ **LOCATION:** Northwest quadrant of the intersection of Sherrill Blvd and Christian Academy Blvd

▶ **APPX. SIZE OF TRACT:** 14.04 acres

SECTOR PLAN: Northwest County

GROWTH POLICY PLAN: N/A (Within City Limits)

ACCESSIBILITY: Access is via Christian Academy Blvd, a minor collector with a pavement width of 35-ft within a right-of-way width of 60-ft. Access is also via Sherrill Blvd, a four lane, median divided major collector with a pavement width of 53-ft within a right-of-way width of 100-ft.

UTILITIES: Water Source: West Knox Utility District

Sewer Source: West Knox Utility District

WATERSHED: Turkey Creek

▶ **PRESENT ZONING:** C-G-2 (General Commercial)

▶ **ZONING REQUESTED:** O (Office)

▶ **EXISTING LAND USE:** Agriculture/Forestry/Vacant Land

▶  
EXTENSION OF ZONE: No

HISTORY OF ZONING: In 1993, this was PR up 1-12 du/ac, which was rezoned to RP-1 (Planned Residential). Then in 2016, this property was rezoned to PC-1 (Retail and Office Park). With Recode in 2020, this property became C-G-2 (General Commercial).

SURROUNDING LAND USE AND ZONING: North: Agriculture/forestry/vacant - A (Agricultural) in County, OS (Parks and Open Space)/Former Planned Distirct (C), C-G-2 (General Commerical) in City  
South: Office - OB (Office, Medical, and Related Services) in County  
East: Agricultural/Forestry/Vacant - C-G-2 (General Commerical) in City  
West: Agricultural/forestry/vacant, private recreation - PR (Planned Residential) in County

NEIGHBORHOOD CONTEXT: This site is located at the intersection of collector roads not far from an interstate interchange. This area contains a mix of uses, including schools, commercial and office developments, single family detached residential, and recreational uses.

**STAFF RECOMMENDATION:**

- ▶ **Approve O (Office) zoning because it is consistent with the sector plan and with the surrounding development.**

**COMMENTS:**

Parcel 119 01846 is 85.34 acres, and parcel 119 01862 is 1.84 acres, totaling 87.18 acres. The applicant is looking to create a single 14.04-acre lot zoned O (Office). The lot has frontage on Sherrill Blvd and Christian Academy Blvd.

PURSUANT TO THE CITY OF KNOXVILLE ZONING ORDINANCE, ARTICLE 6.1.3: THE FOLLOWING CONDITIONS MUST BE MET FOR ALL REZONINGS (must meet all of these):

THE PROPOSED AMENDMENT SHALL BE NECESSARY BECAUSE OF SUBSTANTIALLY CHANGED OR CHANGING CONDITIONS IN THE AREA AND DISTRICTS AFFECTED, OR IN THE CITY GENERALLY:

1. Due to the increased population growth in the Northwest County sector, the provision of additional opportunities for office and medium density residential uses in transitional areas between commercial corridors and low-density residential areas is warranted.

THE PROPOSED AMENDMENT SHALL BE CONSISTENT WITH THE INTENT AND PURPOSE OF THE APPLICABLE ZONING ORDINANCE:

1. The O Office Zoning District is intended to provide for an environment of low intensity office and service uses, mixed with residential uses. The O District may additionally serve as a transition between single-family residential areas and more intensely developed commercial or industrial areas within the City of Knoxville.
2. Rezoning should be based on the entire range of uses allowed within a zone to ensure that any development brought forth at a future time would be compatible with the surrounding land uses.

THE PROPOSED AMENDMENT SHALL NOT ADVERSELY AFFECT ANY OTHER PART OF THE CITY, NOR SHALL ANY DIRECT OR INDIRECT ADVERSE EFFECTS RESULT FROM SUCH AMENDMENT.

1. O zoning is not expected to create any direct or indirect adverse effects in the surrounding area or any other part of the City, since this property is surrounded by commercial and office park zoning to the east and south, a golf course to the west, and Christian Academy School is nearby to the northeast. .
2. Sherrill Blvd is classified as major collector and Christian Academy Blvd is classified as a minor collector street, adequate to handle any additional traffic generated by office uses on the site.

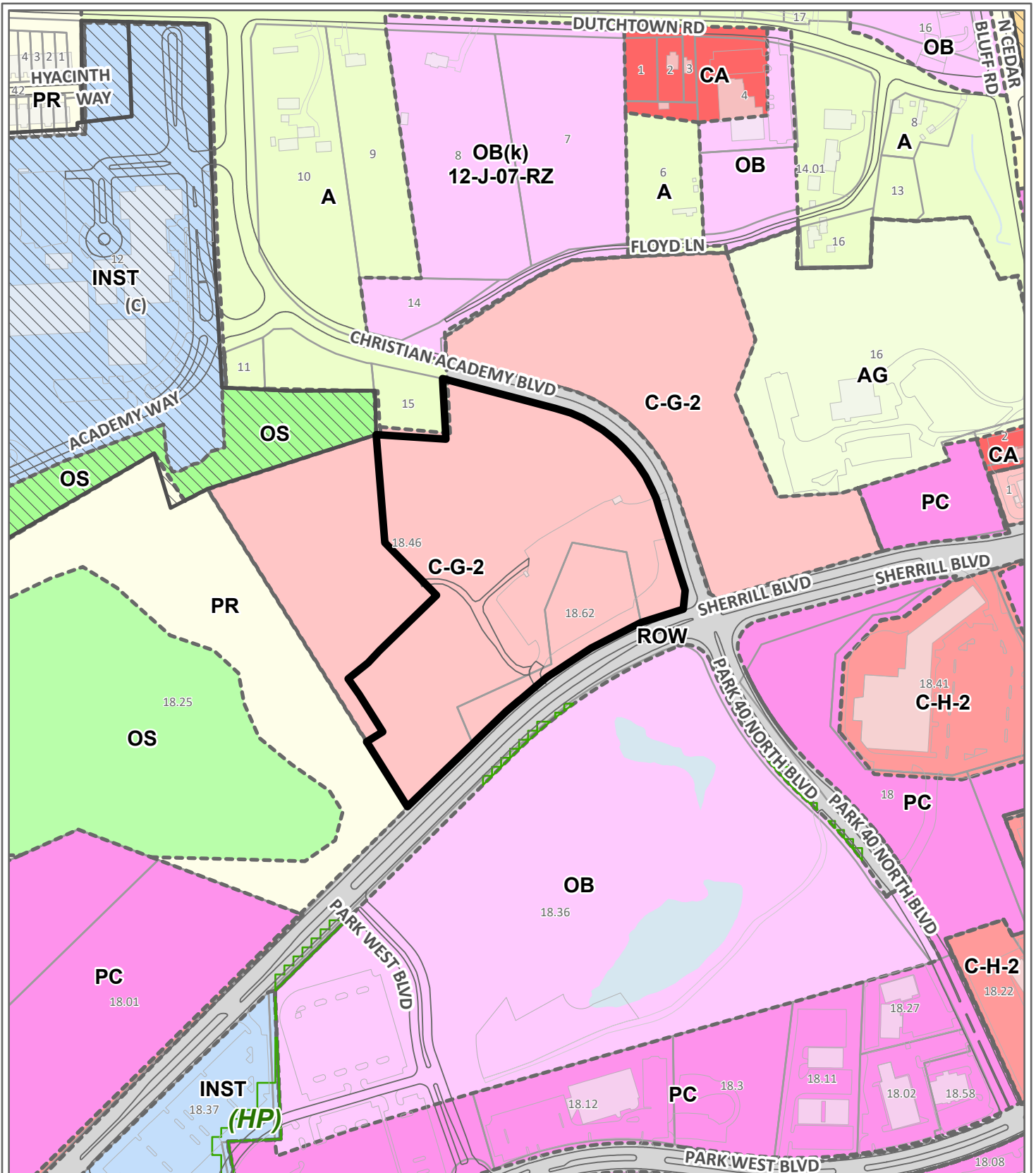
THE PROPOSED AMENDMENT SHALL BE CONSISTENT WITH AND NOT IN CONFLICT WITH THE GENERAL PLAN OF KNOXVILLE, INCLUDING ANY OF ITS ELEMENTS, MAJOR ROAD PLAN, LAND USE PLAN, COMMUNITY FACILITIES PLAN, AND OTHERS:

1. The proposed O zoning is consistent with the Northwest County Sector Plan's GC (General Commercial) land use designation.
2. The City of Knoxville One Year Plan proposes general commercial uses for the site, consistent with O zoning.
3. This recommended O zoning does not present any apparent conflicts with any other adopted plan.

ESTIMATED TRAFFIC IMPACT: Not required.

ESTIMATED STUDENT YIELD: Not applicable.

If approved, this item will be forwarded to Knoxville City Council for action on 6/13/2023 and 6/27/2023. If denied, Knoxville-Knox County Planning Commission's action is final, unless the action to deny is appealed to Knoxville City Council. The date of the appeal hearing will depend on when the appeal application is filed. Appellants have 15 days to appeal a Planning Commission decision in the City.



**REZONING**

**5-F-23-RZ**

Petitioner: Land Development Solutions



**From:** C-G-2 (General Commercial)

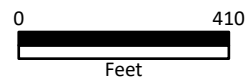
**To:** O (Office)

Map No: 119

Jurisdiction: County

Original Print Date: 5/4/2023

Knoxville - Knox County Planning Commission \* City / County Building \* Knoxville, TN 37902



X:\2022\2022\2022 - TOC - Sherrill at Christian Academy Plat 2022 Revised 11-10-22.dwg Mar 20, 2023 - 4:07 pm embler - LDS Copyright 2023

**Certificate of Ownership and General Dedication**

Parker Properties Inc, the undersigned owner(s) of the property shown herein, hereby adopt this as (my, our) plan of subdivision and dedicate the streets as shown to the public use; forever and hereby certify that (I am, we are) the owner(s) in fee simple of the property, and as property owner(s) have an unrestricted right to dedicate right-of-way and/or grant easement as shown on this plat.

Owner(s) Printed: Parker Properties Inc

William A. Parker III

Signature(s): \_\_\_\_\_

Date: \_\_\_\_\_

State of Tennessee, County of Knox

On this \_\_\_\_ Day of \_\_\_\_\_, 20\_\_

Before me personally appeared \_\_\_\_\_ to me known to be the person described in, and who executed the foregoing instrument, and acknowledged that he (or she or they) executed the same as his (or her or they) free act and deed.

Witness my hand and notarial seal, this day and year above.

Written \_\_\_\_\_ Notary

My Commission Expires \_\_\_\_\_ "Seal"

**Planning Staff Certification of Approval For Recording - Final Plat**

This is to certify that the subdivision plat shown herein has been found to comply with the Subdivision Regulations of Knoxville and Knox County and with existing official plans, with the exception of any variances and waivers noted on this plat, and that the record plat is hereby approved for recording in the office of the Knox County Register of Deeds. Pursuant to Section 13-3-405 of Tennessee Code, Annotated, the approval of this plat by the Planning Commission shall not be deemed to constitute or effect an acceptance by the City of Knoxville or Knox County of the dedication of any street or other ground upon the plat.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

City of Knoxville Department of Engineering

The Knoxville Department of Engineering hereby approves this plat on this the \_\_\_\_ Day of \_\_\_\_\_, 20\_\_

Engineering Director \_\_\_\_\_

**Owner Certification for Public Sewer and Water Service - Minor Subdivisions**

Parker Properties Inc, the undersigned owner(s) of the property shown herein understand that it is our responsibility to verify with the Utility Provider the availability of public sewer and water systems in the vicinity of the lot(s) and to pay for the installation of the required connections.

Owner(s) Printed Name: Parker Properties Inc

William A. Parker III

Signature(s): \_\_\_\_\_

Date: \_\_\_\_\_

**Certificate of Approval of Public Sanitary Sewer System - Minor Subdivisions**

This is to certify that the subdivision shown herein is approved subject to the installation of a public sanitary sewers and treatment facilities, and such installation shall be in accordance with State and local regulations.

It is the responsibility of the property owner to verify with the Utility Provider the availability of sanitary sewers in the vicinity of the lot(s) and to pay for the installation of the required connections.

Utility Provider \_\_\_\_\_

Authorized Signature for Utility \_\_\_\_\_ Date \_\_\_\_\_

**Certificate of Approval of Public Water System - Minor Subdivisions**

This is to certify that the subdivision shown herein is approved subject to the installation of a public water system, and such installation shall be in accordance with State and local regulations.

It is the responsibility of the property owner to verify with the Utility Provider the availability of water systems in the vicinity of the lot(s) and to pay for the installation of the required connections.

Utility Provider \_\_\_\_\_

Authorized Signature for Utility \_\_\_\_\_ Date \_\_\_\_\_

**Zoning Certification**

Zoning district(s) in which the land being subdivided is located shall be indicated as shown on zoning map by Planning Commission as follows:

Zoning Shown on Official Map \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

**Address Department Certification**

I, the undersigned, hereby certify that the subdivision name and all street names conform to the Knoxville-Knox County Street Naming and Addressing Ordinance, the Administrative Rules of the Planning Commission, and these regulations.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Taxes and Assessments Certification**

This is to certify that all property taxes and assessments due on this property have been paid.

City Tax Clerk: Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Knox County Trustee: Signed: \_\_\_\_\_ Date: \_\_\_\_\_

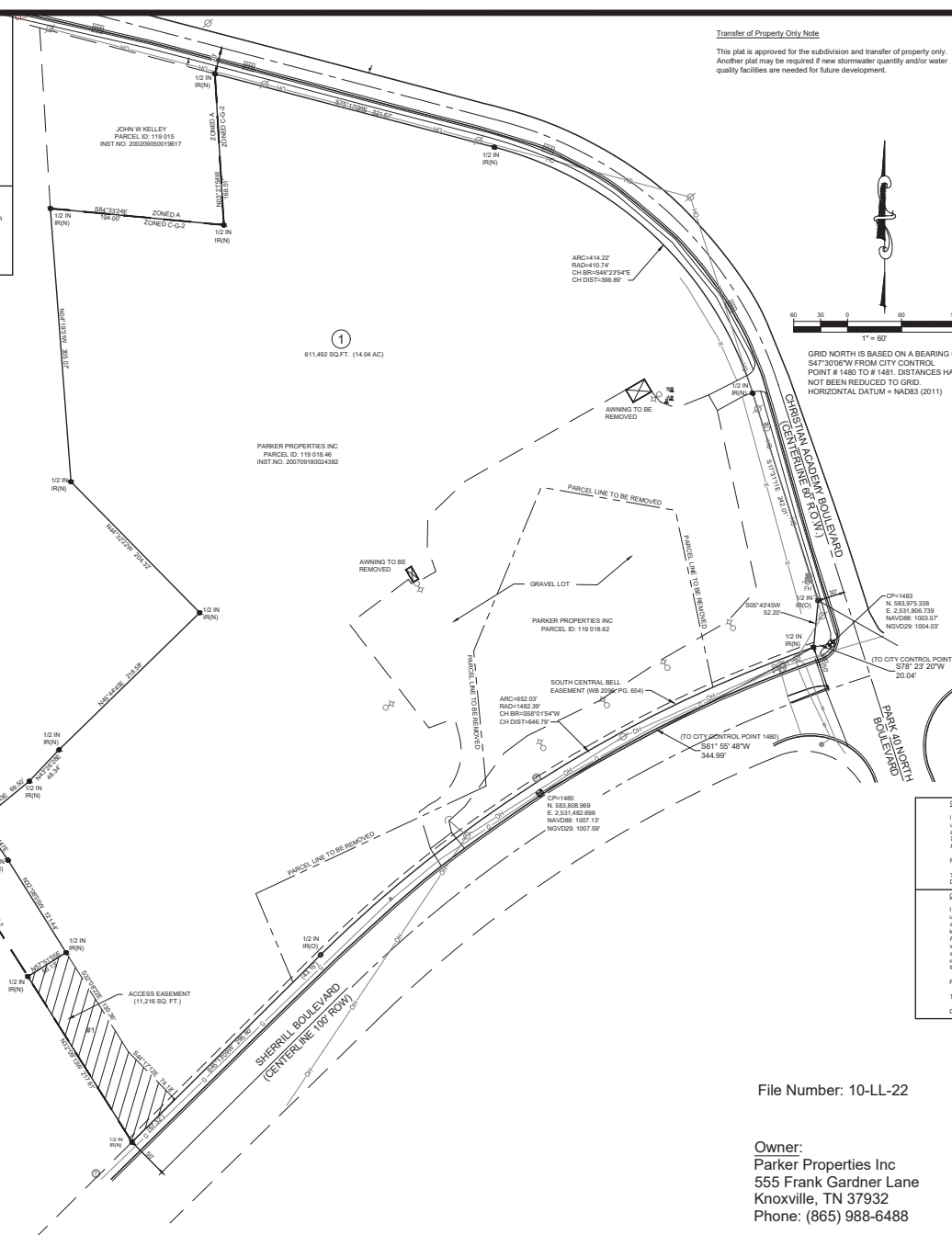
**Transfer of Property Only Note**

This plat is approved for the subdivision and transfer of property only. Another plat may be required if new stormwater quantity and/or water quality facilities are needed for future development.



VICINITY MAP  
NTS

- NOTES**
- PURPOSE OF THIS PLAT IS TO CREATE LOT 1 FROM PARCEL 018.62 AND A PORTION OF PARCEL 018.46.
  - PROPERTY OWNER(S) LOCATION: PARKER PROPERTIES INC, 57 FRANK GARDNER LANE, KNOXVILLE, TENNESSEE 37932
  - PROPERTY REFERENCES: DISTRICT NO. 47TH WARD, CITY BLOCK 4886, KNOXVILLE, TENNESSEE. TAX MAP #18, PARCEL 119.0162 AND PART OF PARCEL 119.01846 D.B. 1404, PG. 753,1773, PG. 450, 458, D.B. 2063, PG. 532, INSTR # 20202010-002134, 2007019-0024362.
  - ZONING: C-2 (GENERAL COMMERCIAL ZONING DISTRICT). MINIMUM BUILDING FRONT SETBACK: 10 TO 30'. MINIMUM INTERIOR SIDE SETBACK: NONE UNLESS ABUTTING ANOTHER DISTRICT. MINIMUM CORNER SIDE SETBACK: BUILD TO ZONE. 0 TO 10'. MINIMUM REAR SETBACK: NONE UNLESS ABUTTING A RESIDENTIAL DISTRICT, THEN 20'.
  - NUMBER OF LOTS: LOT 1 (4.84 ACRES), REMAINDER OF PARCEL 119.046 (7.13 ACRES).
  - THIS PLAT IS APPROVED FOR THE SUBDIVISION AND TRANSFER OF PROPERTY ONLY. ANOTHER PLAT MAY BE REQUIRED IF NEW STORMWATER QUALITY FACILITIES ARE NEEDED FOR FUTURE DEVELOPMENT.
  - PER CITY ENGINEERING, THE CURRENT KNOXVILLE GEOGRAPHIC INFORMATION SYSTEM TOPOGRAPHY CONTOUR DATA INDICATES ANOTHER CLOSED CONTOUR WHICH MAY REPRESENT A POSSIBLE SINKHOLE WITHIN OR ADJACENT TO THE LOTS PLATED AND SHOWN HEREON. IT IS THE RESPONSIBILITY OF THE PROPERTY OWNERS TO DETERMINE BEFORE DEVELOPMENT BEGINS IF SUCH SINKHOLE BUILDING PERMITS A GEOTECHNICAL REPORT MAY BE REQUIRED. REFER TO INDIAN PLANNING CASE 11-8-17-JR.
  - UTILITY AND DRAINAGE EASEMENT (ADE): NOTE THE PROPERTY IS CURRENTLY ZONED C-2 WHICH PER ZONING ORDINANCE, ALLOWS LESS THAN A FIVE (5) FOOT MINIMUM BUILDING SETBACK ALONG THE FRONT CORNER SIDES, REAR CORNER SIDES, AND REAR SIDES BOUNDARY LINES. PER SUBDIVISION REGULATION 3.11A.1, THE STANDARD UTILITY AND DRAINAGE EASEMENTS LOCATION IS NOT REQUIRED AND THIS PLAT DOES NOT DEDICATE SAID EASEMENTS ALONG THOSE LOT LINES.



GRID NORTH IS BASED ON A BEARING OF S47°30'00\"/>

POINT # 1480 TO # 1481. DISTANCES HAVE NOT BEEN REDUCED TO GRID. HORIZONTAL DATUM = NAD83 (2011)

AWNING TO BE REMOVED

PARCEL LINE TO BE REMOVED

AWNING TO BE REMOVED

GRAVEL LOT

PARCEL LINE TO BE REMOVED

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**Certification of Category and Accuracy of Survey**

I hereby certify that this is a Category I survey and the ratio of precision of the unadjusted survey is not less than 1:10,000 as shown hereon and that said survey was prepared in compliance with the current edition of the Rules of Tennessee State Board of Examiners for Land Surveyors - Standards of Practice.

Registered Land Surveyor: *Edith D. Smith*  
 Tennessee License No. 2033  
 Date: 11-15-22

**Certification of Final Plat - All Indicated Markers, Monuments and Benchmarks**

I hereby certify that I am a registered land surveyor licensed to practice surveying under the laws of the State of Tennessee. I further certify that this plat and accompanying drawings, documents and statements conform to the best of my knowledge, belief and application of the provisions of the Knoxville-Knox County Subdivision Regulations except as has been itemized, described and justified in a report filed with the Planning Commission. If any variances and waivers which have been approved as identified on the final plat. The indicated permanent reference markers and monuments, benchmarks, and property monuments were in place on the 30th day of September, 2022.

Registered Land Surveyor: *Edith D. Smith*  
 Tennessee License No. 2033  
 Date: 11-15-22

**LEGEND OF SYMBOLS**

- Boundary Line
- Adjacent Property (not surveyed)
- (R.O.) Iron Rod (Found)
- (R.N.) Iron Rod (New)
- (M.A.N.) MAG Nail (NEW)
- ⊕ Power Pole
- ⊙ Light Pole
- ⊙ Sanitary Sewer MH
- ⊙ Clean Out
- ⊙ Fire Hydrant
- ⊙ Water Meter
- ⊙ Area Drain

File Number: 10-LL-22

Owner:  
Parker Properties Inc  
555 Frank Gardner Lane  
Knoxville, TN 37932  
Phone: (865) 988-6488

Project

**TOC Knoxville**

Knowlville, Tennessee

PH: 865-971-2291

310 SIMMONS RD., SUITE K-KNOXVILLE, TENNESSEE 37922

**LAND DEVELOPMENT SOLUTIONS**

FINAL PLAT OF TOC - SHERRILL AT CHRISTIAN ACADEMY SUBDIVISION

No.	Date	Revision
1	11-15-22	Comment for Planning
2	3-8-23	Added Mark Average

**EDITH D. SMITH**  
REGISTERED LAND SURVEYOR  
TENNESSEE NO. 2033

Drawn By: \_\_\_\_\_

Checked: \_\_\_\_\_

Approved: \_\_\_\_\_

Job No. 222072

1"=60'

Scale 3-2-22

Date

**PLAT**

Sheet No. \_\_\_\_\_



# Development Request

### DEVELOPMENT

- Development Plan
- Planned Development
- Use on Review / Special Use
- Hillside Protection COA

### SUBDIVISION

- Concept Plan
- Final Plat

### ZONING

- Plan Amendment
  - Sector Plan
  - One Year Plan
- Rezoning

### Land Development Solutions

Applicant Name		Affiliation
<b>3/31/2023</b>	<b>5/11/2023</b>	<b>5-F-23-RZ</b>
Date Filed	Meeting Date (if applicable)	File Number(s)

### CORRESPONDENCE

All correspondence related to this application should be directed to the approved contact listed below.

### EJ (Rusty) Baksa Land Development Solutions

Name / Company

---

**310 Simmons Rd. Rd. Suite K Knoxville TN 37922**

Address

---

**865-671-2281 / rbaksa@ldstn.com**

Phone / Email

### CURRENT PROPERTY INFO

<b>Parker Properties, Inc</b>	<b>517</b>	<b>865-988-6488</b>
Owner Name (if different)	Owner Address	Owner Phone / Email
<b>0 SHERRILL BLVD, 517 Frank Gardner Ln.</b>		
Property Address		
<b>119 018.62,018.46 (part of)</b>		<b>14.04 acres</b>
Parcel ID	Part of Parcel (Y/N)?	Tract Size
<b>West Knox Utility District</b>	<b>West Knox Utility District</b>	
Sewer Provider	Water Provider	Septic (Y/N)

### STAFF USE ONLY

**North of Sherrill, west of Christian Academy Blvd**

General Location

<input type="checkbox"/> City	<b>Council District 2</b>	<b>C-G-2 (General Commercial)</b>	<b>Agriculture/Forestry/Vacant Land</b>
<input type="checkbox"/> County	District	Zoning District	Existing Land Use
<b>Northwest County</b>	<b>GC (General Commercial)</b>		
Planning Sector	Sector Plan Land Use Classification	Growth Policy Plan Designation	

## DEVELOPMENT REQUEST

<input type="checkbox"/> Development Plan <input type="checkbox"/> Planned Development <input type="checkbox"/> Use on Review / Special Use	Related City Permit Number(s)
<input type="checkbox"/> Hillside Protection COA <input type="checkbox"/> Residential <input type="checkbox"/> Non-residential	
Home Occupation (specify) _____	
Other (specify) _____	

## SUBDIVISION REQUEST

Proposed Subdivision Name	Related Rezoning File Number
Unit / Phase Number	
Additional Information	Total Number of Lots Created
<input type="checkbox"/> Attachments / Additional Requirements	

## ZONING REQUEST

<input checked="" type="checkbox"/> Zoning Change <b>O (Office)</b>	Pending Plat File Number
Proposed Zoning	
<input type="checkbox"/> Plan Amendment	Proposed Plan Designation(s)
Proposed Density (units/acre)    Previous Zoning Requests	
Additional Information	

## STAFF USE ONLY

<b>PLAT TYPE</b> <input type="checkbox"/> Staff Review <input type="checkbox"/> Planning Commission	Fee 1	Total
<b>ATTACHMENTS</b> <input type="checkbox"/> Property Owners / Option Holders <input type="checkbox"/> Variance Request	<b>\$2,404.00</b>	
<b>ADDITIONAL REQUIREMENTS</b> <input type="checkbox"/> COA Checklist (Hillside Protection) <input type="checkbox"/> Design Plan Certification (Final Plat) <input type="checkbox"/> Site Plan (Development Request) <input type="checkbox"/> Traffic Impact Study <input type="checkbox"/> Use on Review / Special Use (Concept Plan)	Fee 2	
	Fee 3	

## AUTHORIZATION

Applicant Signature	<b>Land Development Solutions</b> Please Print	<b>3/31/2023</b> Date
---------------------	---	--------------------------

Property Owner Signature	<b>Parker Properties, Inc</b> Please Print	<b>3/31/2023</b> Date
--------------------------	---	--------------------------

I declare under penalty of perjury the foregoing (i.e., he/she/they is/are the owner of the property and that the application and all associated materials are being submitted with his/her/their consent) is true and correct.

1) Download and fill out this form at your convenience.  
2) Sign the application digitally (or print, sign, and scan).

(3) Either print the completed form and bring it to the  
Knoxville-Knox County Planning offices  
OR email it to [applications@knoxplanning.org](mailto:applications@knoxplanning.org)

**Reset Form**



# Development Request

### DEVELOPMENT

- Development Plan
- Planned Development
- Use on Review / Special Use
- Hillside Protection COA

### SUBDIVISION

- Concept Plan
- Final Plat

### ZONING

- Plan Amendment
  - SP  OYP
- Rezoning

Land Development Solutions

Applicant

Applicant Name

Affiliation

03/27/23

05/11/23

File Number(s)

Date Filed

Meeting Date (if applicable)

## CORRESPONDENCE

All correspondence related to this application should be directed to the approved contact listed below.

- Applicant
- Property Owner
- Option Holder
- Project Surveyor
- Engineer
- Architect/Landscape Architect

E. J. Baksa, Jr.

Land Development Solutions

Name

Company

310 - K Simmons Rd

Knoxville

TN

37922

Address

City

State

ZIP

865-671-2281

rbaksa@ldstn.com

Phone

Email

## CURRENT PROPERTY INFO

Parker Properties, Inc

517 Frank Gardner Ln, Knoxville TN

865-988-6488

Property Owner Name (if different)

Property Owner Address

Property Owner Phone

0 Sherrill Blvd, 517 Frank Gardner Ln.

119 01862 & part of 119 01846

Property Address

Parcel ID

West Knox UD

West Knox UD

N

Sewer Provider

Water Provider

Septic (Y/N)

## STAFF USE ONLY

General Location

Tract Size

City  County

District

Zoning District

Existing Land Use

Planning Sector

Sector Plan Land Use Classification

Growth Policy Plan Designation

## DEVELOPMENT REQUEST

Development Plan   
  Use on Review / Special Use   
  Hillside Protection COA  
 Residential   
  Non-Residential  
 Home Occupation (specify) \_\_\_\_\_  
  
 Other (specify) \_\_\_\_\_

Related City Permit Number(s)

## SUBDIVISION REQUEST

Proposed Subdivision Name \_\_\_\_\_  
 Combine Parcels   
  Divide Parcel  
 Unit / Phase Number \_\_\_\_\_ Total Number of Lots Created \_\_\_\_\_  
 Other (specify) \_\_\_\_\_  
 Attachments / Additional Requirements \_\_\_\_\_

Related Rezoning File Number

## ZONING REQUEST

Zoning Change   
 O - Office  
 Proposed Zoning \_\_\_\_\_  
 Plan Amendment Change  
 Proposed Plan Designation(s) \_\_\_\_\_  
  
 Proposed Density (units/acre) \_\_\_\_\_ Previous Rezoning Requests \_\_\_\_\_  
 Other (specify) \_\_\_\_\_

Pending Plat File Number

## STAFF USE ONLY

PLAT TYPE	Fee 1	Total
<input type="checkbox"/> Staff Review <input type="checkbox"/> Planning Commission		
<b>ATTACHMENTS</b> <input type="checkbox"/> Property Owners / Option Holders <input type="checkbox"/> Variance Request	Fee 2	
<b>ADDITIONAL REQUIREMENTS</b> <input type="checkbox"/> Design Plan Certification ( <i>Final Plat</i> ) <input type="checkbox"/> Use on Review / Special Use ( <i>Concept Plan</i> ) <input type="checkbox"/> Traffic Impact Study <input type="checkbox"/> COA Checklist ( <i>Hillside Protection</i> )	Fee 3	

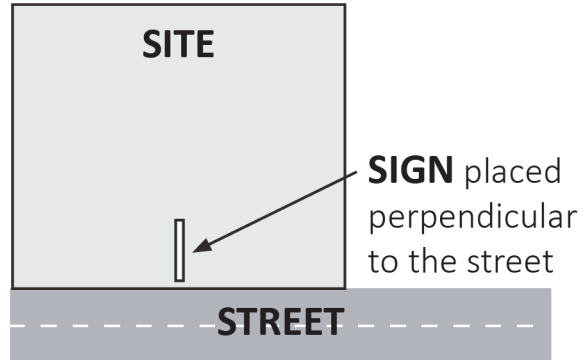
## AUTHORIZATION

E. J. Baksa, Jr <small>Digitally signed by E. J. Baksa, Jr DN: C=US, E="rbaksa@ldstn.com", O=Land Development Solutions, CN="E. J. Baksa, Jr" Date: 2023.03.27 15:03:15-04'00'</small> Applicant Signature	Land Development Solutions Please Print  rbaksa@ldstn.com Email	03/27/23 Date
865-671-2281 Phone Number  Property Owner Signature	Please Print	3/27/23 Date

*I declare under penalty of perjury the foregoing [i.e., he/she/they is/are the owner of the property and that the application and all associated materials are being submitted with his/her/their consent] is true and correct.*



The Administrative Rules and Procedures of the Knoxville-Knox County Planning Commission require a sign to be posted on the property for each application subject to consideration by the Planning Commission, including the following applications: rezoning, plan amendment, concept plan, use on review/special use, planned development, right-of-way closure, and name change.



The required public notice sign(s) will be provided by Planning to the applicant when an application is submitted. If an application is submitted electronically, Planning staff will post the required sign. If a replacement sign(s) is needed, the applicant is responsible for picking up the new sign(s) from Planning and will be charged \$10 for each replacement.

## LOCATION AND VISIBILITY

The sign must be posted on the nearest adjacent/frontage street and in a location clearly visible to vehicles traveling in either direction. If the property has more than one street frontage, the sign should be placed along the street that carries more traffic. Planning staff may recommend a preferred location for the sign to be posted at the time of application.

## TIMING

The sign(s) must be posted **not less than 12 days prior to the scheduled Planning Commission public hearing** and must remain in place until the day after the meeting. In the case of a postponement, the sign can either remain in place or be removed and reposted not less than 12 days prior to the next Planning Commission meeting. The applicant is responsible for removing the sign after the application has been acted upon by the Planning Commission.

*The individual below is responsible for posting and removing the sign(s) provided consistent with the above guidelines and between the dates of:*

\_\_\_\_\_ March 28, 2023 \_\_\_\_\_ and \_\_\_\_\_ May 12, 2023 \_\_\_\_\_  
 (applicant or staff to post sign) (applicant to remove sign)

Applicant Name: E.J. Baska, Jr.

Date: 3/31/2023

File Number: 5-F-23-RZ

- Sign posted by Staff
- Sign posted by Applicant