

SPECIAL USE REPORT

► FILE #: 8-G-25-SU AGENDA ITEM #: 26

AGENDA DATE: 8/14/2025

► APPLICANT: JONATHAN TORRES

OWNER(S): Ritesh S Gaba

TAX ID NUMBER: 68 L D 013, 014, 023 View map on KGIS

JURISDICTION: City Council District 5

STREET ADDRESS: 202 CEDAR LN (204 CEDAR LN; 307 SHASTA DR)

► LOCATION: Southeast side of Cedar Ln, northwest side of Shasta Dr, southeast of

Pratt Rd

► APPX. SIZE OF TRACT: 0.97 acres

SECTOR PLAN: North City

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

ACCESSIBILITY: Access is via Cedar Lane, a minor arterial with a pavement width which

varies from 44 ft to 62 ft within a 85-ft to 90-ft right-of-way, and via Shasta Drive, a local street with a 19-ft pavement width within a 40-ft right-of-way.

UTILITIES: Water Source: Knoxville Utilities Board

Sewer Source: Knoxville Utilities Board

FIRE DISTRICT: Knoxville Fire Department

WATERSHED: Second Creek

► ZONING: C-G-1 (General Commercial), O (Office)

EXISTING LAND USE: Agriculture/Forestry/Vacant Land

► PROPOSED USE: Drive-through facility for retail businesses

HISTORY OF ZONING: In June 1998, a request to rezone this site from O-1 (Office, Medical &

Related Services) to C-3 (General Commercial) and C-1 (Neighborhood Commercial) was withdrawn at city council (3-B-98-RZ). In September 2008, a portion of this site along Cedar Lanewas rezoned from O-1 (Office, Medical & Related Services) to C-3 (General Commercial) (8-A-08-RZ). In April 2021, a portion of this site along Cedar Lane was rezoned from O

(Office) to C-G-1 (General Commercial) (3-C-21-RZ).

(Office) to C-G-1 (General Confinercial) (3-C-21-RZ).

SURROUNDING LAND

USE AND ZONING:

North: Transportation/Communications/Utilities (parking lot), Commercial -

C-H-2 (Highway Commercial)

South: Single Family Residential - RN-1 (Single Family Residential

Neighborhood)

East: Commercial - C-G-1 (General Commercial)

West: Agriculture/forestry/vacant land, commercial - O (Office), C-G-1

(General Commercial)

NEIGHBORHOOD CONTEXT: This area is comprised of a mix of residential and commercial uses.

Residential uses are single family residential dwellings on small suburban

AGENDA ITEM #: 26 FILE #: 8-G-25-SU 8/5/2025 02:41 PM MIKE REYNOLDS PAGE #: 26-1

STAFF RECOMMENDATION:

- ► Approve the request for up to two drive-through windows for retail businesses in the C-G-1 (General Commercial) zoning district, subject to 5 conditions.
 - 1. Meeting all applicable requirements of the City of Knoxville Zoning Ordinance.
 - 2. Meeting all applicable requirements of the City of Knoxville Department of Plans Review and Inspections
 - 3. Meeting all applicable requirements of the City of Knoxville Department of Engineering.
 - 4. Providing privacy fencing that is a minimum of 6 feet tall along the southern boundary of the drive-through lanes (south property line of parcels 068LD013 and 068LD014). An alternative fence design, such as a slatted fence, and height may be approved by Planning staff during permitting if it is shown to block the headlights of a typical light-duty pickup truck from shining on houses along Shasta Drive.
 - 5. The drive-through facilities can only be used for retail businesses. If another use is proposed for the drive-through facility, such as an eating and drinking establishment, a new Special Use approval is required.

With the condition noted, this plan meets the requirements for approval in the C-G-1 (General Commercial) zoning district and the criteria for approval of a special use.

COMMENTS:

The applicant proposes two drive-through windows at a 5,734 sqft multi-tenant retail center. The drive-throughs are for retail businesses only, and are located at either end, with queuing and bailout lanes that circulate around the building.

The development consists of three lots: two that front on Cedar Lane zoned C-G-1 (General Commercial) zoning district, and one that fronts on Shasta Drive zoned O (Office) zoning district. The commercial development, including the drive-through facility, is located entirely in the C-G-1 district. The detention pond is located on the northern half of the lot zoned O. The remaining portion of the O-zoned lot could be further developed with residential or office uses along Shasta Drive.

STANDARDS FOR EVALUATING A SPECIAL USE (ARTICLE 16.2.F.2)

- 1) THE USE IS CONSISTENT WITH ADOPTED PLANS AND POLICIES, INCLUDING THE GENERAL PLAN AND THE ONE-YEAR PLAN.
- A. The three subject lots were originally developed with houses that were demolished within the last 3-4 years. Redeveloping the lots is consistent with the General Plan's Development Policy 8.10, which encourages redevelopment of obsolete commercial strip space by providing incentives for "infill" rather than greenfield development.
- B. Development policy 8.12 of the General Plan recommends that when commercial uses abut residential property, conditions requiring fencing, landscape screens, earth berms, height restrictions, and/or deeper than usual setbacks can improve land use transitions.
- C. Development policy 11.6 of the General Plan recommends office development as a buffer between residential neighborhoods and more intense uses.
- D. The two lots that are on Cedar Lane are in the GC (General Commercial) land use classification, which recommends retail and service-oriented commercial activities.
- E. The lot on Shasta Drive is in the MU-SD, NC-2 (Mixed Use Special District, North City Sector Plan North side of Shasta Drive) land use, which recommends office and neighborhood commercial uses with landscape buffers to the rear of the commercial properties and no commercial access allowed to and from Shasta Drive.
- F. The Inskip Small Area Plan reiterates the recommendations of the MU-SD, NC-2 land use and provides an example landscape screening plan (see exhibit B).
- G. Staff recommend a minimum 6-ft tall privacy fence be installed along the rear lot line to screen the view of the drive-through and block headlights from the residences along Shasta Drive.
- 2) THE USE IS IN HARMONY WITH THE GENERAL PURPOSE AND INTENT OF THIS ZONING CODE.
- A. The C-G-1 district is intended to provide for a heterogeneous mix of retail, personal service, office, and residential uses within and along Knoxville's commercial nodes and corridors in a pedestrian-oriented environment. The retail center providing a sidewalk connection from the public sidewalk along Cedar Lane to the building is consistent with the intent of the zoning ordinance.
- B. The site and building design meet the Commercial Design Standards for the C-G-1 district.

AGENDA ITEM #: 26 FILE #: 8-G-25-SU 8/5/2025 02:41 PM MIKE REYNOLDS PAGE #: 26-2

- C. The applicant received Alternative Landscape Design approval from the Administrative Review Committee, per Article 12.2.D. The approved modifications include reducing the number of shrub species from 5 to 1 and relocating the 3 trees required along the building foundation to the parking lot perimeter.
- 3) THE USE IS COMPATIBLE WITH THE CHARACTER OF THE NEIGHBORHOOD WHERE IT IS PROPOSED, AND WITH THE SIZE AND LOCATION OF BUILDINGS IN THE VICINITY.
- A. The proposed use would be consistent with the character of this segment of the Chapman Highway corridor, which includes several auto-oriented businesses, including a few drive-through restaurants.
- B. The proposed one-story structure would be compatible in size and scale with the adjacent commercial uses.
- 4) THE USE WILL NOT SIGNIFICANTLY INJURE THE VALUE OF ADJACENT PROPERTY OR BY NOISE, LIGHTS, FUMES, ODORS, VIBRATION, TRAFFIC, CONGESTION, OR OTHER IMPACTS DETRACT FROM THE IMMEDIATE ENVIRONMENT.
- A. With the proposed condition of providing a 6-ft tall privacy fence along the rear lot line and by providing access to Cedar Lane only, the proposed condition will not significantly injure the value of adjacent property or detract from the immediate environment.
- 5) THE USE IS NOT OF A NATURE OR SO LOCATED AS TO DRAW SUBSTANTIAL ADDITIONAL TRAFFIC THROUGH RESIDENTIAL STREETS.
- A. The development will not draw traffic through residential streets because access will be via Cedar Lane, a minor arterial street.
- 6) THE NATURE OF DEVELOPMENT IN THE SURROUNDING AREA IS NOT SUCH AS TO POSE A POTENTIAL HAZARD TO THE PROPOSED USE OR TO CREATE AN UNDESIRABLE ENVIRONMENT FOR THE PROPOSED USE.
- A. There are no known uses immediately surrounding the subject property that would pose a potential hazard or undesirable environment for the proposed use.

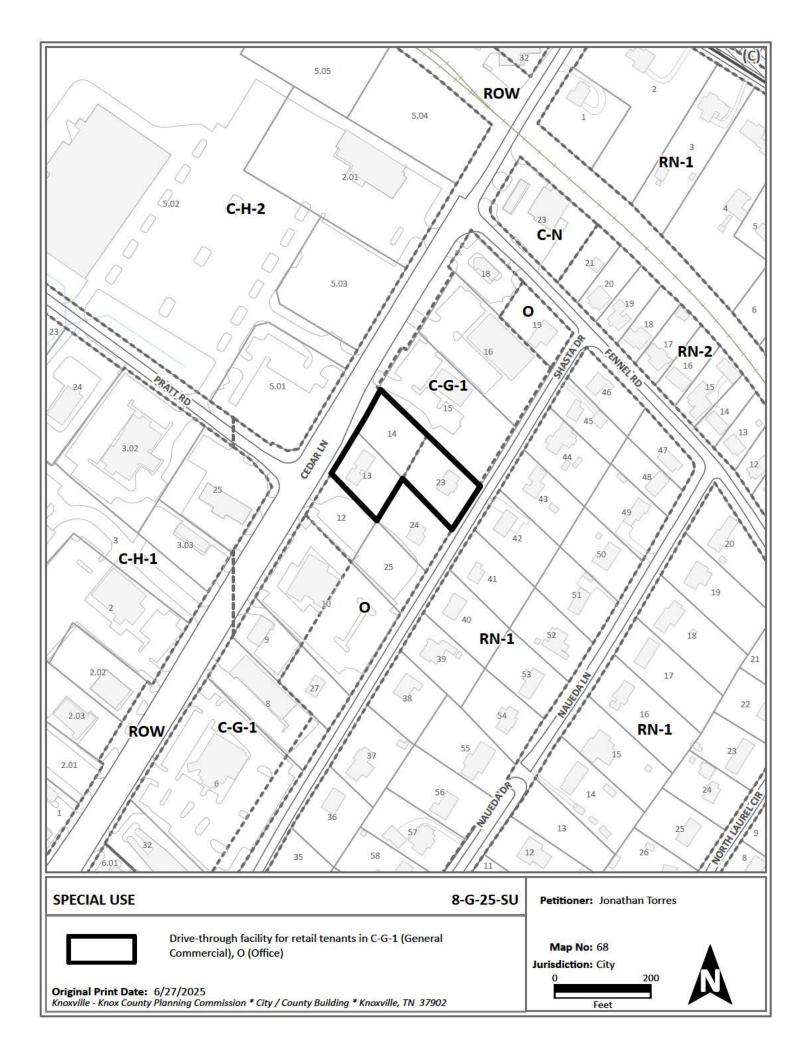
ESTIMATED TRAFFIC IMPACT: 472 (average daily vehicle trips)

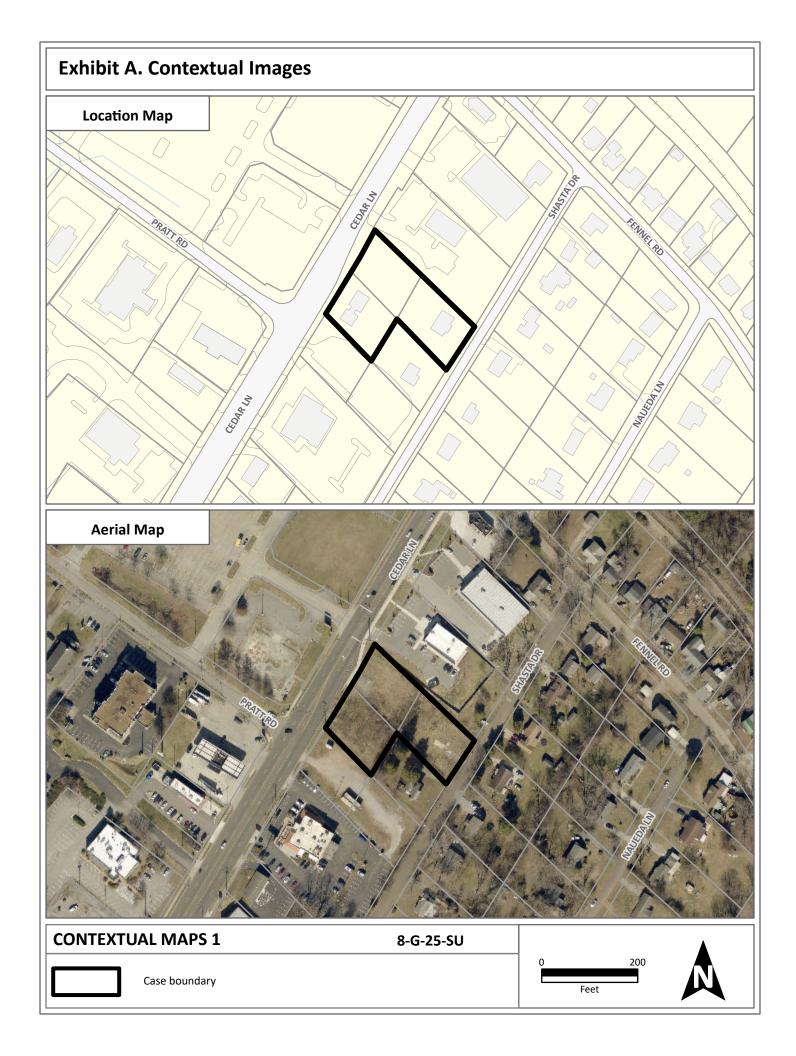
Average Daily Vehicle Trips are computed using national average trip rates reported in the latest edition of "Trip Generation," published by the Institute of Transportation Engineers. Average Daily Vehicle Trips represent the total number of trips that a particular land use can be expected to generate during a 24-hour day (Monday through Friday), with a "trip" counted each time a vehicle enters or exits a proposed development.

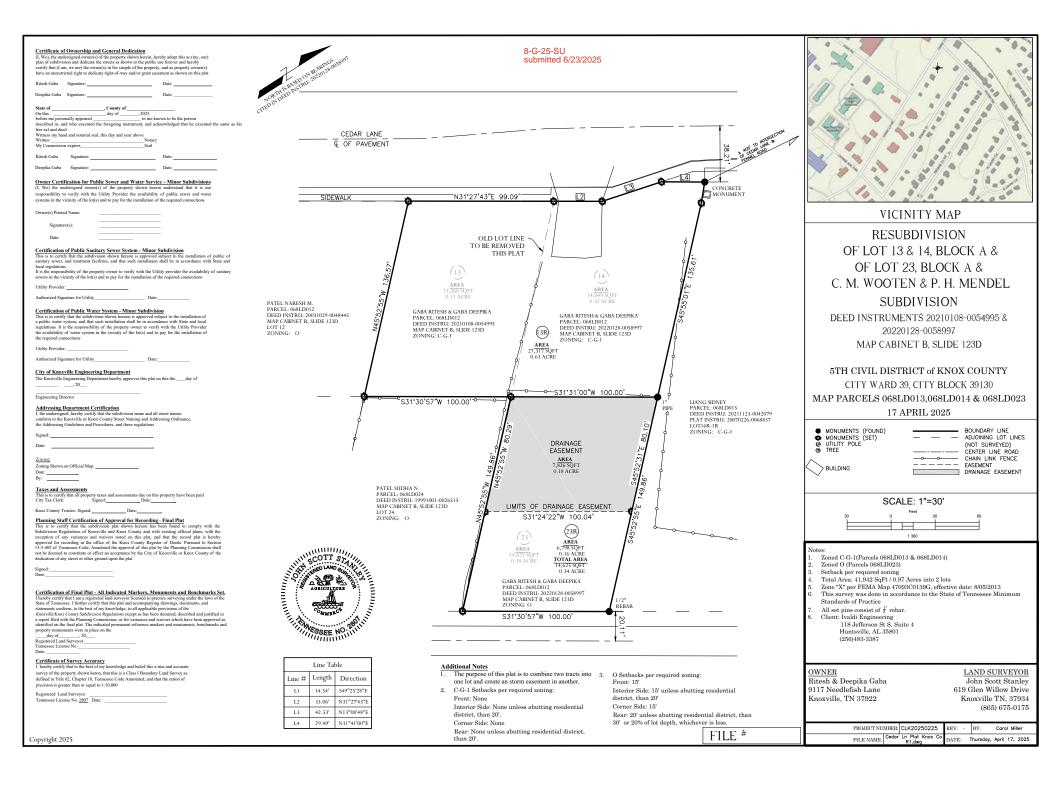
ESTIMATED STUDENT YIELD: Not applicable.

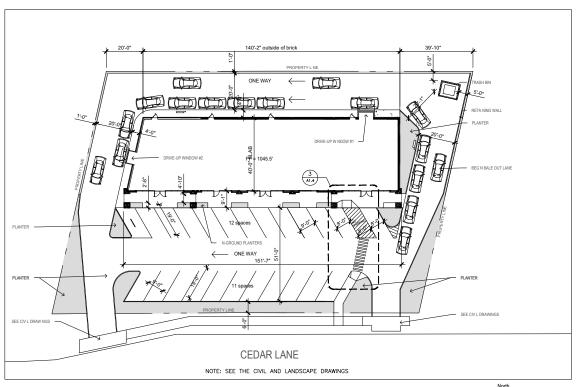
The Planning Commission's approval or denial of this request is final, unless the action is appealed to the Knoxville City Council. The date of the Knoxville City Council hearing will depend on when the appeal application is filed.

AGENDA ITEM #: 26 FILE #: 8-G-25-SU 8/5/2025 02:41 PM MIKE REYNOLDS PAGE #: 26-3









SITE PLAN 1 SITE PLAN A1.0 SCALE 1/16" = 1'-0"



ZONING CRITERA

PROPERTY OWNER: PROPERTY ADDRESS:

RITESH GABA 202 & 204 CEDAR LANE KNOXVILLE, TN 37912 68 C-G-1 GC

CLT MAP: ZONING: SECTOR: INSERT: GROUP: PARCEL:

GC L D 13 & 13 39 39130 WOOTEN & MENDELL ADD 15 - 47 20210108 - 0054995 20220128 - 0058997 PARCEL:
WARD:
CITY BLOCK:
SUBDIVISION:
RECORDED PLAT:
PLAT 13 RECORDED DEED:
PLAT 14 RECORDED DEED:

SETBACKS:

FRONT: 0'-0" SIDES: 0'-0" REAR: 0'-0"

PARKING CRITERIA BUILDING SF 5,734 GROSS SF

3 PARKING SPACES PER 1,000 GROSS SF FOR RETAIL = 3,475 SF = 17 SPACES TOTAL PARKING SPACES REQUIRED = 17 SPACES

PARKING SPACES REQUIRED 17 SPACES PARKING SPACES PROVIDED 23 SPACES INCLUDING ONE VAN/CAR SPACE FOR DISABLED PEOPLE. PLUS ONE SPACE FOR BICYCLE PARKING.

MPA Design

Group Architects

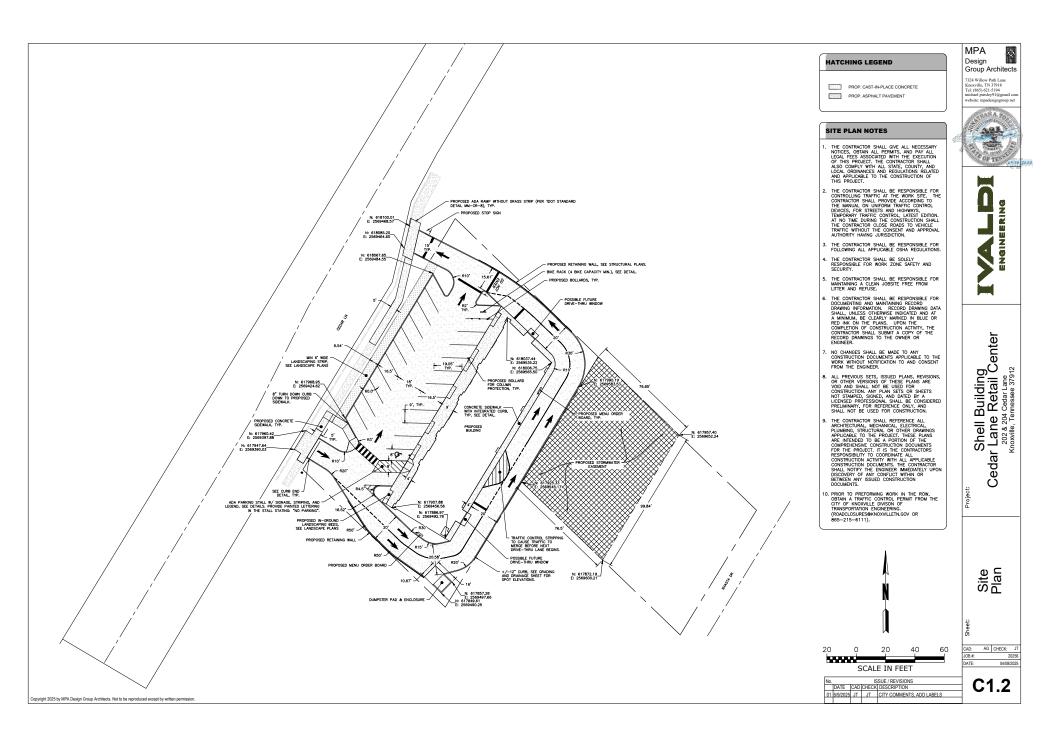


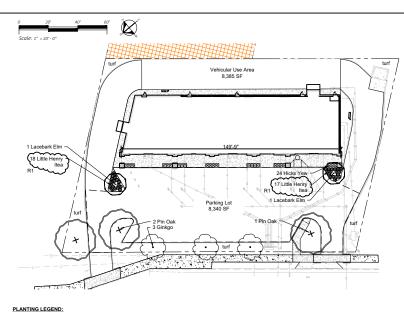
Shell Building Cedar Lane Retail Center 2028 204 CederLane Knoxville, Tennesses 37912

Site Plan

CAD: MP CHECK: DF

A1.0





	Qnty	Botanical Name	Common Name	Size	Notes	Mature Height
	Deciduo	us Trees				
	3	Quercus palustris	Pin Oak	2" cal.	central leader, full and dense	40' to 75'
	2	Ulmus parvifolia	Lacebark Elm	2" cal.	central leader, full and dense	40' to 50'
	3	Ginkgo biloba	Ginko	2" cal.	central leader, full and dense, male	25' to 50'
	~~~	~~~~~~	~~~~~	~~~~		
R1	Deciduo	us Shrubs				
KI	( 35	Itea virginica 'Sprich'	Little Henry Itea	3 gallon	full and dense	
	$\sim$	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~				
	Evergree	en Shrubs				
	24	Taxus x media 'Hicksii'	Hicks Yew	3 gallon	full and dense	

### LANDSCAPE REQUIREMENT NOTES:

### 12.5 PARKING LOT PERIMETER LANDSCAPE YARD

N/A, parking lot less than 10,000 square fee

### 12.6 INTERIOR PARKING LOT LANDSCAPE

1 shade tree required in each parking lot island
 4 trees proposed in parking lot islands

### 12.7 SITE LANDSCAPE

12.7 SITE LANDSCAPE
One shut for every three feet.
- NNF Facade
150 LP of facade, 150/3
= 50 shrubs required
- 24 Hick's Vew proposed in planters between building and parking
- 35 Cassian Pennisetum proposed in parking lot islands

# Shade trees are required in the amount of one tree every 50 feet. - NW Facade 150 LF of facade, 150/50

= 3 trees required due to lack of space, no trees proposed

### 12.8 BUFFER YARDS

Total property area = .6 acres.

Preserve 6 trees per acre and/or plant 8 trees per acre per Tree Protection Ordinance.

No trees preserved. 8 * .6 = 5 trees required to be planted

8 trees proposed

General Tree Planting

### ALTERNATIVE LANDSCAPE PLAN NOTES:

### 12.4 SPECIES DIVERSITY

shrub diversity requirements not me

### 12.7 SITE LANDSCAPE

Rootflare of tree to be ex -3" Mulch as specified

Tree stake, 36" long driven a minimum of 12" in the ground

pacted soil mix to pre settling and ensure proper draina -Specified plant mix in tree pit

Shrub & Perennial Planting

SHE LANDSCAPE due to lack of space, required quantity of shrub and tree requirements not met 3 required trees relocated to parking lot perimeter

MPA Design Group Architects

7324 Willow Path I am Knoxville, TN 37918 Tel: (865) 621-5194

Reasle

Patrick Beasley 865.441.4428

# Shell Building - Lane Retail Center 202.8.204 Cedar Lane Knowille, Tennessee 37912 Shell

Cedar

CITY OF KNOXVILLE

ALTERNATIVE LANDSCAPE DESIGN

REVIEWED AND APPROVED

DATE: 06/18/2025

Lightly scarify rootball and soil mass

3er Shildbash89cifefinials 1-2" above finished grade. Space plants as shown on planting plans

npacted subgrade

- Contractor's base bid to include all materials, labor, permits, equipment, tools, insurance, etc. to perform the work as described in the contract documents
- Contractor to provide allowance for soil ammendments, percolation tests, soil tests, mulch and irrigation. Irrigation system to be drip unless otherwise noted and approved. Contractor to complete work within schedule established by owner.

- Contractor to provide one year warmany for all plant material from date of substantial completion.

  Contractor to provide one year warmany for all plant material from date of substantial completion.

  Contractor to provide interim maintenance (watering, pruning, fertilizing, guying, mowing, trimming, adequate drainage of ponding areas, edging, weeding, mulching, application of insecticides/nethicides, and general landscape clean-up) until substantial completion notice is provided by the owner or landscape architect.

  The contractor shall locate and verify all existing utilities prior to planting and report any conflicts to the landscape architect. Perform work in compliance with all applicable laws, codes, and
- regulations required by authorities having jurisdiction over such work and provide for permits required by local authorities
- All plant material to be specimen quality as established by the American Association of Nurserymen, horticultural standards, latest edition. quality of the plant material to be judged by the landscape architect. Inferior plant material to be rejected.

  Plant material to be free of disease, weeds and insect pests. Damaged plant material shall be rejected.

- No planting shall take place until rough grade has been reviewed and approved by the landscape architect.
   Planting plans may need to be adjusted in the field. Contractor to coordinate layout of plant material with landscape architect for on site approval prior to installation.
   Test plant beds and plant pits for adequate drainage. Hardpan or moisture barriers shall be broken, or drain pipes to be installed to provide proper drainage of plant areas. Plant pits shall be excavated to the bottom of the pit. Fill each plant pit with water and observe the pit for 2 hours. If the water has not dissipated by 50% within 2 hours, notify landscape architect of such in writing before installing plants in the questionable area. Otherwise contractor shall be held liable for plants.
- 13. Trees shall be installed 3" above finish grade in hardpan areas to provide good drainage unless otherwise directed.

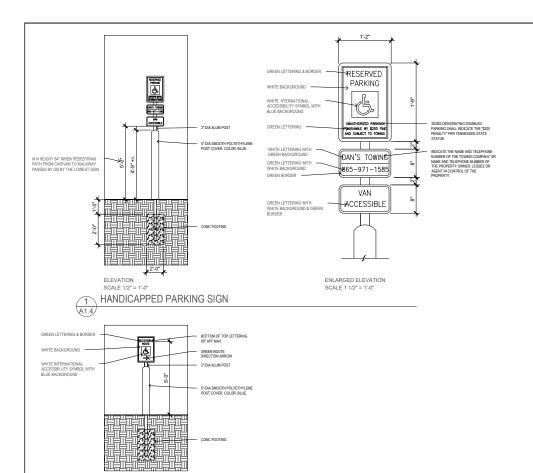
  14. Groundcover and shrub mass beds shall be cultivated to a depth of 12 inches below grade to break through compacted or hardpan soil. Remove all stones, roots, and weeds. Add specified soil amendments and fertilizer. Install plants, edge bed area, mulch and water thoroughly.
- Set all plants plumb and turned so that the most attractive side is viewed.
   Plants shall be measured to their main structure, not tip to tip of branches.
   Tree pit and shrub pit to be twice the size of the root mass. Fill with plant mix.
- 18. Broken root balls for trees shall be rejected. Contractor to check root balls and expose rootflares to check for root girdling. Do not assume the rootflare is exposed upon purchase from the nursery.
- Any plant materials shipped to site in uncovered vehicles/ trailer shall be rejected regardless of season.
   All tree scars over 1 -1/2" shall be rejected and tree to be replaced.
- 20. All tries sats of set "1/2", sitals let reprecede that use to retriptaceur.

  21. All shrubs to be dense and full. All trees to have a symmetrical growth habit (360 degrees) unless uncharacteristic to plant type or otherwise noted on plans.

  22. Remove all excess growth of trees and shrubs as directed by landscape archiffect. Do not out uncentral leader.

  23. If rootabl is wrapped in one-bloodegradeable burlap, remove entire wrap after placed in pit.

Alternative Landscape Design

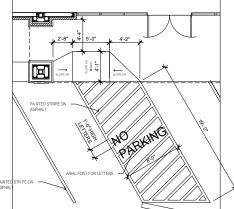


ELEVATION SCALE 1/2" = 1'-0"

# HANDICAPPED ACCESSIBLE ROUTE SIGN POST MOUNTED

### NOTES:

- 1. FASTEN H/C SIGNS TO ALUMINUM POSTS WITH §" X 2-1/2" LONG STAINLESS STEEL ROUND HEAD SCREWS. PROVIDE TWO PER SIGN, ONE NEAR THE TOP AND ONE NEAR THE BOTTOM OF THE SIGN.
- FASTEN H/C SIGNS TO MASONRY COLUMN WITH ""DIAMETER STANLESS STEEL ROUND HEAD SCREWS WITH STANLESS STEEL SLEEVE ANCHORS MOUNTED INTO THE MORTAR JOINTS IN BETWEEN THE BRICK NEAR THE TOP OF THE SIGN AND NEAR THE BOTTOM OF THE SIGN.



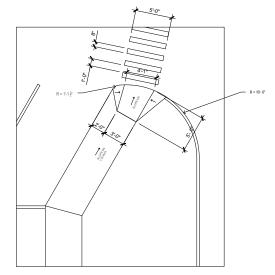
NOTES:

- PARKING SPACE STRIPING PAINT: MODEL S-22066Y 2300 TRAFFIC ZONE STRIPING ENAMEL OR APPROVED EQUIVALENT. COLOR: WHITE
- AISLE & PARKING SPACE STRIPES ARE
   4" WIDE EACH, U.N.O.
- 3. RAMP RUNS SHALL HAVE A RUNNING SLOPE NOT GREATER THAN 1:12
- 4. CROSS SLOPE OF RAMP RUNS SHALL NOT BE STEEPER THAN 1:48
- 5. THE CLEAR WIDTH OF A RAMP SHALL BE

30" MAXIMUM.

- 6. THE RISE FOR ANY RAMP SHALL BE 30".
- 7. LANDINGS: SLOPE NOT STEEPER THAN 1:48. WIDTH AT LEAST AS WIDE AS RAMP LEADING TO THE LANDING. RAMPS SHALL HAVE A CLEAR LENGTH OF 60: MINIMUM.
- 8. CHANGE OF DIRECTION AT LANDINGS SHALL BE 60" MINIMUM EACH WAY.
- THE RAMPED AISLES IN THE MIDDLE OF CURB CUT RAMPS SHALL NOT BE LESS THAN 36" WIDE.
- 10. CURB CUT SIDE FLANGES NOT STEEPER THAN 1:10
- 11. ACCESSIBLE SIDEWALKS SHALL HAVE A RUNNING SLOPE NO GREATER THAN 5% (1:20), AND A MAXIMUM CROSS SLOPE OF 2% (1:48).

8" X 5"-0" PAINTED PEDESTRIAN BANDS



3 HANDICAPPED ACCESSIBLE ROUTE
11.4 SCALE 1/4" = 1'-0"

2

MPA

Design Group Architects

7324 Willow Path Lane Knoxville, TN 37918 Tel: (865) 621-5194 michael pursley91@gmail co website: mpadesigngroup net



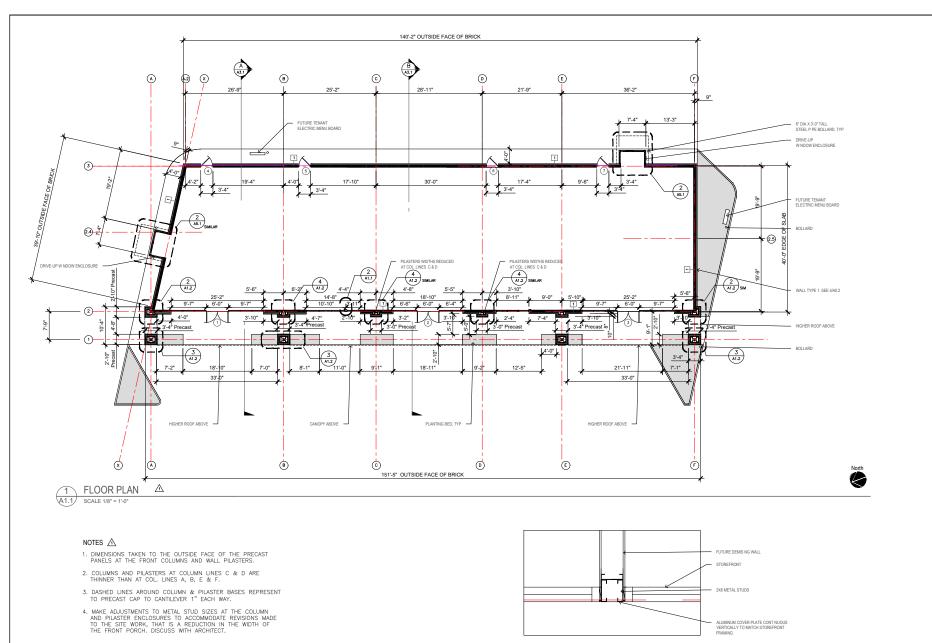
Shell Building edar Lane Retail Center 202 & 204 Ceder Lane Knowille, Tennesses 37912

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Site Details Door Schedule & Details

CAD: MP CHECK: DP JOB #: 20256 DATE: 04/08/2025

A1.4



MPA
Design
Group Architects
7324 Willow Path Lanc

7324 Willow Path Lane Knoxville, TN 37918 Tel: (865) 621-5194 michael pursley91@gmail website: mpadesigngroup:



Shell Building ar Lane Retail Center 202 & 204 CoderLane knowille, Tennessee 37912

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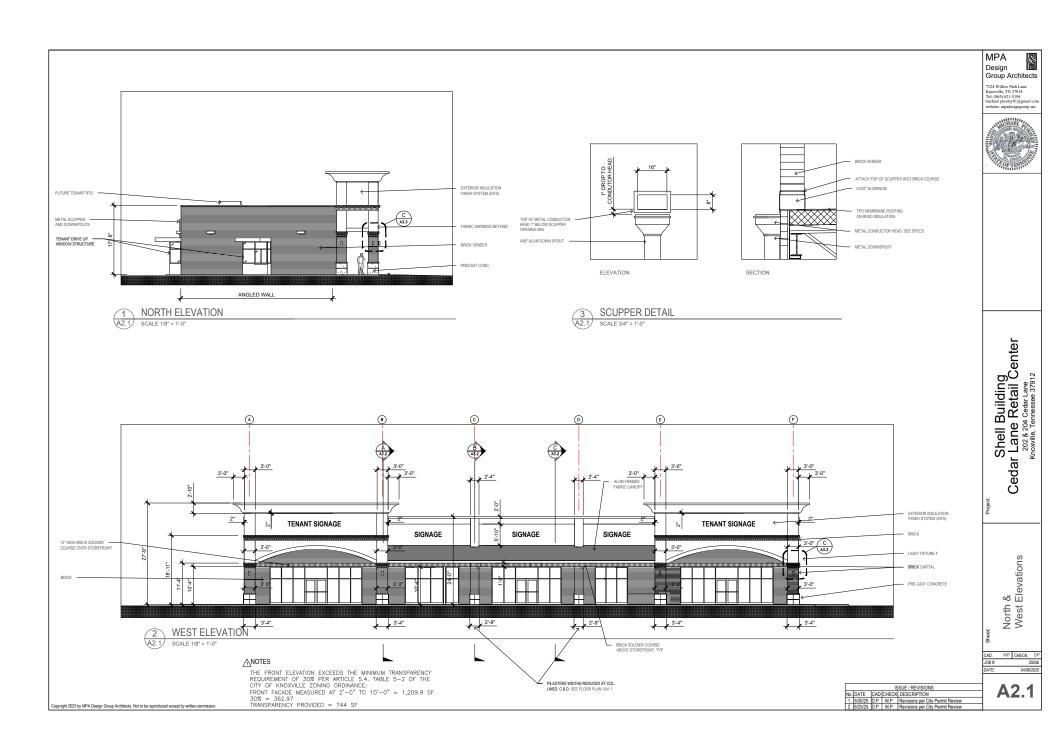
Floor Plan

CAD: MP CHECK: DF

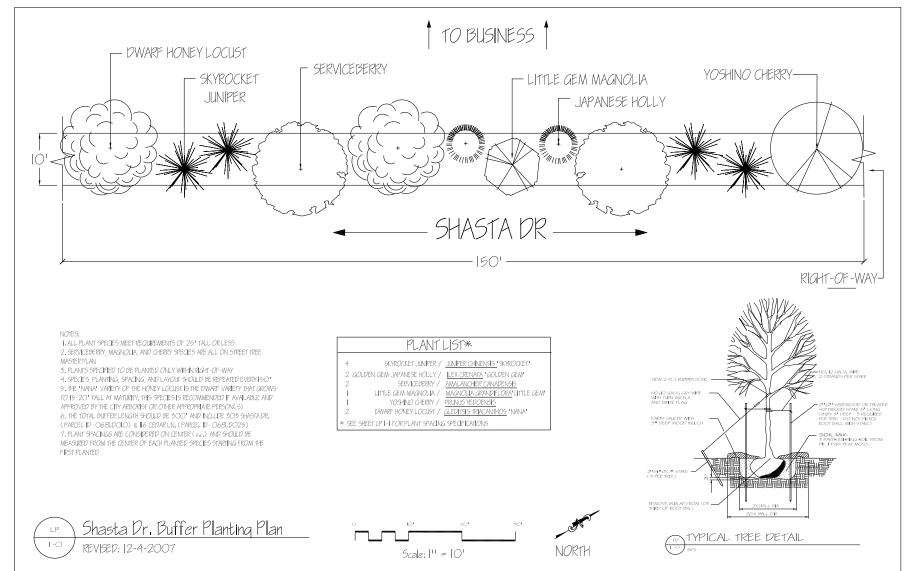
JOB#: 20 DATE: 04/08/2

PLAN DETAIL - DEMISING WALL @ STOREFRONT A

SCALE 1-1/2" = 1'-0"



# ppendix 3: Shasta Drive Buffer Planting Plan





# Development Request

Subdivision Concept Plan*	☐ Final Plat			Request		
Zoning   Rezoning	☐ Plan Amendment*					
Development Development P	Plan* ☐ Planned Development*	Use on Review /	Special Use*	Hillside Protection COA*		
*These application types require a pr	e-application consultation with Pl	anning staff.				
Jonathan Torres		Ivaldi Engineering, PLLC				
Applicant Name	Affiliation					
05/28/2025	08/23/2025			File Number(s)		
Date Filed	Meeting Date (if applicable)		8-G-2	8-G-25-SU		
Correspondence	All corre	espondence will be di	irected to the appro	ved contact listed below		
☐ Applicant ☐ Property Owner	☐ Option Holder ☐ Project	ct Surveyor En	gineer	ect/Landscape Architect		
Jonathan Torres, P.E.		Ivaldi Engineeri	ng, PLLC			
Name		Company				
2820 15th Ave SW		Huntsville	AL	35805		
Address		City	State	ZIP		
(256) 483-3387						
Current Property Info						
Ritesh Gaba	9117 Needlef	ish Lane, Knoxvill	e, TN 37922			
Ritesh Gaba Property Owner Name (if different)	Property Owner	Address	Pro	operty Owner Phone		
Ritesh Gaba Property Owner Name (if different) 307 Shasta Dr 202 & 204 Cedar Lane, Knoxvill	Property Owner	Address 068LD01		operty Owner Phone		
Ritesh Gaba Property Owner Name (if different) 307 Shasta Dr 202 & 204 Cedar Lane, Knoxvill	Property Owner	Address	Pro	operty Owner Phone		
Ritesh Gaba Property Owner Name (if different) 307 Shasta Dr 202 & 204 Cedar Lane, Knoxvill Property Address	Property Owner de, TN 37912	Address  068LD01  Parcel ID	Pro	N		
Ritesh Gaba Property Owner Name (if different) 307 Shasta Dr 202 & 204 Cedar Lane, Knoxvill Property Address	Property Owner de, TN 37912	Address  068LD01  Parcel ID	Pro	N		
Ritesh Gaba  Property Owner Name (if different) 307 Shasta Dr 202 & 204 Cedar Lane, Knoxvill  Property Address  KUB Sewer Provider	Property Owner de, TN 37912	Address  068LD01  Parcel ID	Pro 13 , 014, 023			
Ritesh Gaba  Property Owner Name (if different) 307 Shasta Dr 202 & 204 Cedar Lane, Knoxvill  Property Address  KUB Sewer Provider  Development Request	Property Owner de, TN 37912  KUB  Water P	Address  068LD01  Parcel ID	Pro 13, 014, 023	N Septic (Y/N)		

	THE PERSON NAMED IN COLUMN TO PERSON NAMED I
	RELATED REZONING FILE NUMBER
Proposed Subdivision Name	
Unit / Phase Number Combine Parcels Divide Parcel Proposed Number of Lots (total	ll)
Other (specify)	
Specify if requesting:   Variance   Alternative design standard	
Specify if a traffic impact study is required:   Yes (required to be submitted with application)	No
Zoning Request	PENDING PLAT FILE NUMBER
Zoning Change Proposed Zoning Proposed Density (units/acre, for PR zone only)	
☐ Sector Plan ☐ One Year Plan ☐ Comprehensive Plan	
☐ Plan Amendment Change	
Proposed Plan Designation(s)	
☐ If, in Knox county, submit plan  amendment request with application Previous Rezoning Requests	
amendment request with application Previous Rezoning Requests	
□ Other (specify)	
	orrect: 1) He/she/it is the owner of the re being submitted with his/her/its co
Other (specify)  I declare under penalty of perjury the foregoing is true and concept AND 2) The application and all associated materials of property AND 2) The application and all associated materials of the property AND 2 and t	orrect: 1) He/she/it is the owner of the re being submitted with his/her/its co
Other (specify)  I declare under penalty of perjury the foregoing is true and comproperty AND 2) The application and all associated materials a	re being submitted with his/her/its co
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# **Public Notice and Community Engagement**

Planning strives to provide community members with information about upcoming cases in a variety of ways. In addition to posting public notice signs, our agency encourages applicants to provide information and offer opportunities for dialogue related to their upcoming case(s). We require applicants to acknowledge their role in this process.

# **Sign Posting and Removal**

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.

**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.

Acknowledgement	Have you engaged the		
<b>By signing below,</b> you acknow posted and visible on the properties of the properties of the dates listed and between the dates are listed and between the dates and between the dates are listed and between the listed and between the listed and between the listed and between the listed an	owledge that public notice signs must be operty consistent with the guidelines above d below.	surrounding property owners to discuss your request?	
08/01/2025	08/15/2025	☐ No, but I plan to prior to the Planning Commission meeting	
Date to be Posted	Date to be Removed		

Applicant Signature

Michael Pursley, Architect

6/23/2025

Applicant Name

Date