



SPECIAL USE REPORT

▶ **FILE #:** 7-A-26-SU

AGENDA ITEM #: 13

AGENDA DATE: 7/9/2026

▶ **APPLICANT:** AUTRA LLC
OWNER(S): Robert and Kathy Maples

TAX ID NUMBER: 69 E B 014 [View map on KGIS](#)

JURISDICTION: City Council District 4

STREET ADDRESS: 2426 MINERAL SPRINGS AVE

▶ **LOCATION:** Southeast side of Mineral Springs Ave, west of Whittle Springs Rd

▶ **APPX. SIZE OF TRACT:** 9165 square feet

SECTOR PLAN: East City

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

ACCESSIBILITY: Access is via Mineral Springs Avenue, a minor arterial with 23 ft of pavement width within a right-of-way width that varies from 40-42 ft.

UTILITIES: Water Source: Knoxville Utilities Board

Sewer Source: Knoxville Utilities Board

FIRE DISTRICT: Knoxville Fire Department

WATERSHED: First Creek

▶ **ZONING:** RN-6 (Multi-Family Residential Neighborhood)

▶ **EXISTING LAND USE:** Office

▶ **PROPOSED USE:** Neighborhood nonresidential reuse for an office

HISTORY OF ZONING: None noted.

SURROUNDING LAND USE AND ZONING: North: Single family residential - C-G-2 (General Commercial), O (Office), HP (Hillside Protection Overlay)

South: Multifamily residential - RN-6 (Multi-Family Residential Neighborhood)

East: Office - O (Office)

West: Office - C-G-2 (General Commercial)

NEIGHBORHOOD CONTEXT: The subject property is in an area with a mix of residential, office, and commercial uses that 0.25 miles to the southeast of the N Broadway and I-640 interchange. Whittle Springs Middle School lies 0.15 miles to the southeast, and First Creek flows to the west.

STAFF RECOMMENDATION:

▶ **APPROVE the request for a neighborhood nonresidential reuse (office), subject to 3 conditions.**

1. Meeting all applicable requirements of the City of Knoxville Zoning Ordinance, including, but not limited to, Article 11 (Parking) and Article 12 (Landscape).

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.

COMMENTS:

Although new office structures are not permitted in the RN-2 district, a nonresidential reuse of a structure originally constructed for a nonresidential use within a residential neighborhood can be approved via special use review, subject to the Principal Use Standards for Neighborhood Nonresidential Reuse (Article 9.3.V).

This request is for the reuse of a commercial space in an RN-6 (Multi-Family Residential Neighborhood) district as an office use. The submitted operations summary details that no physical alterations will be made to the site, with current access and parking being maintained, and shows that the business operating out of the site will be administrative in nature and will not be injurious to adjacent properties. The subject site is within an extension of the larger RN-6 district to the south, which encompasses a large apartment complex. While the district's frontage on Mineral Springs Avenue is severely limited and located amongst the O (Office) and C-G-2 (General Commercial) districts.

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

THE USE IS CONSISTENT WITH ADOPTED PLANS AND POLICES, INCLUDING THE GENERAL PLAN AND THE ONE-YEAR PLAN.

1. The One Year Plan and East City Sector Plan designate this property with the HDR (High Density Residential) future land use classification. The HDR classification is intended to be comprised of medium- and high-rise multi-family developments with proximity to major roads and commercial centers. HDR allows for residential zone districts which permit consideration of interspersed commercial uses.
2. The proposed reuse is aligned with the intent of the City's General Plan Development Policies 1.2, which ensures that infrastructure support economic growth, and 8.2, 8.10, and 9.11 which support the reuse of vacant properties within the city.

THE USE IS IN HARMONY WITH THE GENERAL PURPOSE AND INTENT OF THIS ZONING CODE.

1. The RN-6 district is intended to accommodate high density neighborhoods characterized by a mixture of housing types and limited nonresidential uses that are compatible with the character of the district. The zone permits neighborhood nonresidential reuses contingent on special use approval.
2. The proposed use is consistent with the Principal Use Standards of article 9.3.V. and must operate within the regulations outlined by that article. The submitted operations summary confirms that these regulations are being met.

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.

1. The existing structure has operated as an office building since at least the early 1980s. The proposed use would not change the physical layout of the lot, and operations would occur entirely within the structure.
2. The southern side of Mineral Springs Avenue between Walker Boulevard and Whittle Springs Road consists entirely of office and commercial uses. The continuance of an office use at the subject site amongst these properties would be compatible and continuous with surrounding uses.

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.

1. The proposed use of an administrative office is not anticipated to be injurious to the surrounding area in any way. The submitted operations plan details an acceptable level of activity which is consistent with the long-standing office use which has occupied this site.

THE USE IS NOT OF A NATURE OR SO LOCATED AS TO DRAW SUBSTANTIAL ADDITIONAL TRAFFIC THROUGH RESIDENTIAL STREETS.

1. Mineral Springs Avenue at the subject site and Whittle Springs Road just east of the lot are identified as minor arterial roadways. Traffic to the site will travel these as well as Walker Boulevard and N Broadway, a minor collector road and a major arterial roadway, respectively. No local streets provide access to the site.

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.

1. This structure has long been used as an office space for a commercial venture. The surrounding area is occupied by comparable office and commercial uses which would not have a negative impact on the proposed use.
2. The RN-6 district in which the use is proposed, is a small extension of a larger area of that zone located just south of the subject site. Within the bounds of that district is a residential apartment complex which would not be injurious to the proposed use.

ESTIMATED TRAFFIC IMPACT: Not required.

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.

Exhibit A. Contextual Images



AERIAL MAP



Case boundary

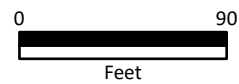
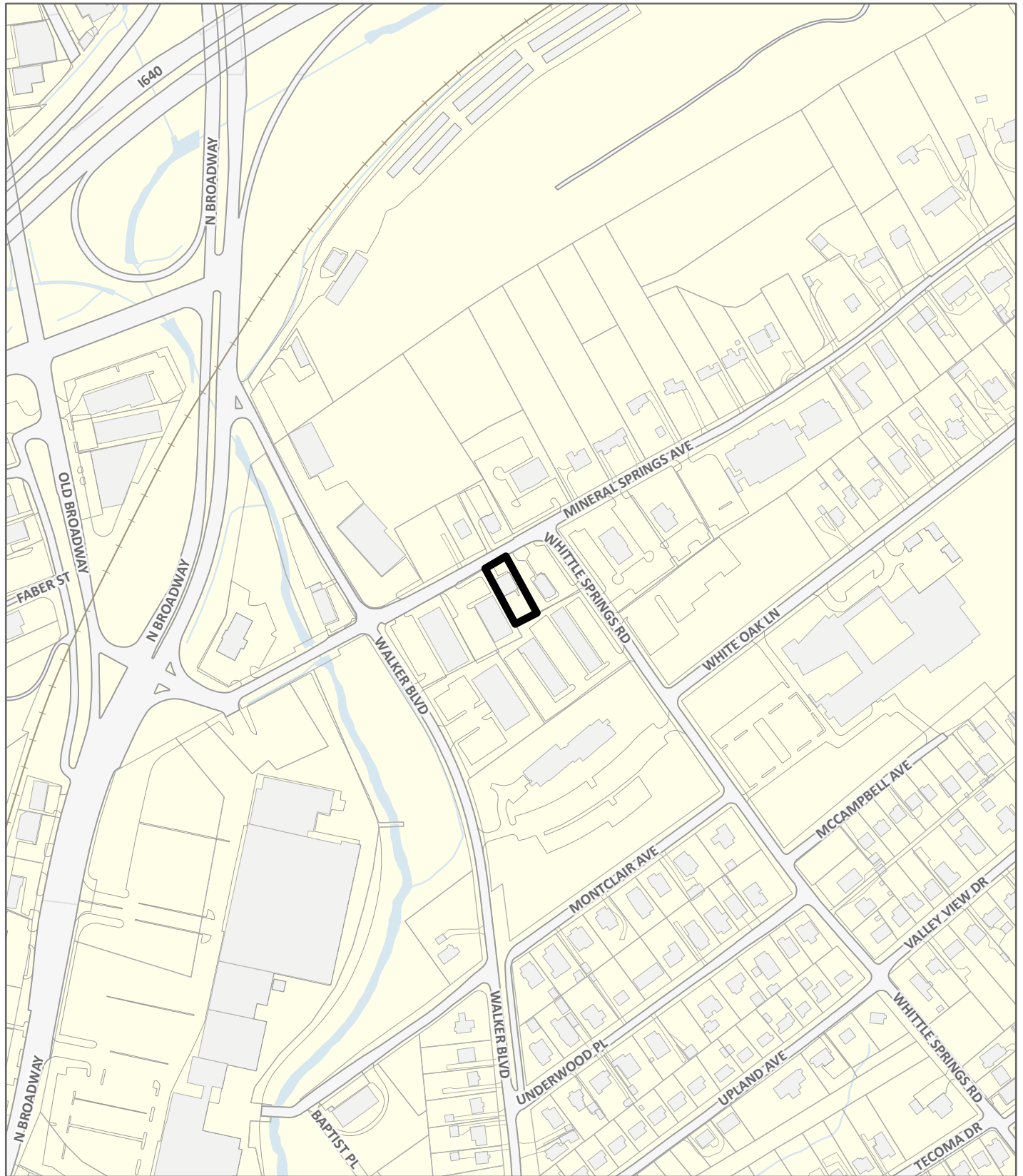


Exhibit A. Contextual Images



LOCATION MAP

7-A-26-SU



Case boundary





1. Detailed Description of Business Activities

Accord Federal Services is a government contractor providing services under contracts with federal, state, and local agencies. The company performs work exclusively at government-owned or government-controlled facilities.

The proposed use of the subject property is strictly for administrative and project management purposes, including:

| | |
|--------------------------------------|-------------------------------------|
| Contract Administration | Project scheduling and coordination |
| Estimating and procurement | Executive and management offices |
| Accounting and compliance management | |

No construction activities, equipment storage, material storage, fabrication, or field operations will occur at this location. No retail sales or public-facing commercial activity will occur at this address. All contractual services performed by the company are conducted entirely at government project sites. The proposed use is consistent with professional office use within the applicable zoning district.

2. Hours of Operations

Standard office hours will be Monday – Friday 8:00 AM – 5:00 PM and closed Saturday & Sunday. There will be no early morning dispatch activity, no late-night operations, and no overnight activity.

3. Staffing Levels

The maximum number of employees present at any given time will be approximately 10 administrative personnel. Staff consist solely of office-based employees performing project management and administrative functions. No field crews, laborers, or operational staff will report to this location.

4. Traffic and Parking Plan

Vehicle traffic will be limited to normal office-related employee arrival and departure. There will be no delivery trucks, construction vehicles, or commercial freight activity associated with this location beyond normal office mail or parcel services. Peak traffic periods: Morning arrival (8:00 AM) and late afternoon departure (5:00 PM), with occasional business visitors. Parking demand is consistent with standard professional office use and on-street parking will not be permitted. Existing off-street parking will be maintained. No commercial fleet parking or oversized vehicle storage is required.



5. Waste Management

Waste generation will be limited to typical office refuse, standard office waste and recycling. Waste will be handled through municipal or contracted commercial waste services. No hazardous materials will be stored or used at this location.

6. Noise, Odor, and Light Control

The proposed use is administrative in nature and will not generate excessive noise, odor, vibration, glare, or emissions. Operations are limited to routine office activity. Exterior lighting, if applicable, will comply with local ordinances and will be directed downward to prevent spillover onto adjacent properties. The use is comparable to standard professional office occupancy.

7. Exterior and Interior Improvements

Proposed improvements are limited to interior office buildout and standard office furnishings. No exterior operational modifications, outdoor storage, or structural expansion are proposed.

10. Conclusion

Accord Federal Services respectfully submits this Operations Summary in support of its zoning application. The proposed use is limited to professional office and project management functions, with all contracted work performed exclusively at government facilities.

The business operations are low impact in nature and consistent with permitted office use within the zoning district.

We appreciate the Commission's consideration and are available to provide any additional information as requested.

Sincerely,

Milton J. Tookes, President

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). The contact information you provide in your application may be used for that purpose. 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

By signing below, you acknowledge that public notice signs must be posted and visible on the property consistent with the guidelines above and between the dates listed below.

06/27/2026

07/10 2026

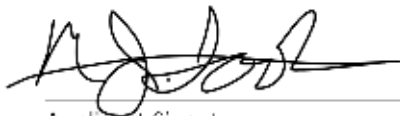
Date to be Posted

Date to be Removed

Have you engaged the surrounding property owners to discuss your request?

Yes No

No, but I plan to prior to the Planning Commission meeting



Milton J. Tookes

02/17/2026

Applicant Signature

Applicant Name

Date