

## FAST FACTS

**Plans Review** ensures compliance with the city's building codes, zoning rules, and other regulations.

Plans typically are reviewed within 14 working days of their receipt in the Building Inspections Office.

**Applications** for Plans Review must be submitted to:

### Inspections Bureau

City of Knoxville  
400 Main St., Rm 505  
Knoxville, TN 37901

**Plans Review Fee**  
**(due at submittal)**  
\$30.00



City of Knoxville

### Inspections Bureau

Mailing Address:  
P.O. Box 1631  
Knoxville, TN 37901-1631  
865-215-2999 Office  
865-215-2627 Fax  
865-215-4520 Inspection Request line

# New Construction

## Single and Two-Family Dwellings

**What are the requirements for submitting plans for Plans Review?**

### Address Certification from MPC

Obtain a certified address from MPC before submitting your plans.

### Drawing Scale and Dimension

Drawings must be at a Minimum Scale 1" = 40'. The Minimum Size Drawing is 8 1/2" x 11".

### Type of Structure

- Include detailed description of proposed dwelling
- Indicate whether structure is a **Site-Built, Modular** or a **Multi-Sectional** house.
  - Modular housing must have state license numbers of the **Manufacturer**, the **Distributor**, and the **Installer**
  - Multi-sectional housing must have the state license number of the **Home Dealer** and of the **Stabilizer**

### Plot Plan must include:

- North Arrow, Ward, and Lot Number
- Street Name and Distance to Nearest Intersection Right-of-way
- Existing and Proposed Elevations at all Lot Corners
- Major Drainage Features or Elevation Changes
- Existing and Proposed Contours (two-family)
- Sanitary Sewer and Top of Casting Elevation
- Finished Floor Elevation
- Driveway and Dimension
- Show Required Parking (two-family)
- Setbacks to all property lines
- All existing and proposed buildings on the site

### Number of Copies

Submit four copies of Plot Plan

### Supporting Documentation

Submit copy of Worker's Compensation Certificate if required

# New Construction - City of Knoxville Single-Family or Two-Family Dwelling

