



City of Knoxville
SITE DEVELOPMENT PERMIT
SUBMITTAL REVIEW CHECKLIST

Date: _____ Number of times reviewed (including this one): _____
Project name: _____ Type of review requested: _____
Address: _____ Site Development: SSFR *or* LRCD
Zoning classifications: _____

Fees:

<u>Amount</u>

- A. Calculated site review fee: _____ Is site review fee calculated correctly?
B. Calculated fee for the site development permit: _____ Is permit fee calculated correctly?
C. **Are the application and owner acknowledgement forms included, and complete?**
D. **Has the total site acreage and total disturbed area been calculated and shown on drawings?**

Yes	No	N/A
Yes	No	N/A

Minimum Requirements:

- 1. Has the site development review fee been paid?
- 2. Are all the applicable city block numbers on the site development plan?
- 3. Are all the applicable CLT numbers on the site development plan?
- 4. Are all names, phone numbers, and addresses of interested parties on the site development plan?
- 5. Is there a vicinity map with all adjacent streets shown and labeled?
- 6. Are all plans and calculations stamped & signed by professional engineer, landscape architect, or architect registered in TN?
- 7. Has a certified address from the Metropolitan Planning Commission been submitted?
- 8. Are the plans legible (for microfilming and reproducing)?
- 9. Are all existing and proposed contours shown at 2' intervals (maximum)?
- 10. Does the submittal include an erosion and sediment control plan?
- 11. Are retaining wall calculations included, if required?
- 12. Are all required hydraulic and hydrologic calculations included? (Including pre- and post-development delineated watershed maps; including area, curve numbers, and times & concentrations)