



## **PROPERTY OWNER ACKNOWLEDGEMENT FORM**

**NOTE:** **Site plan review cannot begin until this document is signed by the PROPERTY OWNER and returned to the Engineering Department.**

Most questions can be answered by referring to the Land Development Manual & the Stormwater and Street Ordinance, which can be found on the city's website ([www.cityofknoxville.org/engineering](http://www.cityofknoxville.org/engineering)) under the stormwater section. Contact the Engineering Department at 215-2148 for specific questions.

- 1) A detention basin with first flush water quality treatment is required for all development projects that meet one or more of the following criteria:
- Road construction exceeding one-half (1/2) acre of impervious surface;
  - All commercial, industrial, educational, institutional and recreational development with 1 acre or more of disturbed area;
  - Residential developments with 5 acres or more of disturbed area;
  - Any subdivision with 5 lots or more;
  - Any project adding one-half (1/2) acre or more of impervious surface;
  - Redevelopment which causes the improvement of 50% or more of the assessed value of the lot, building, or lot use; or
  - When the Engineering Director deems it necessary to prevent downstream flooding.

See the Stormwater & Street Ordinance, §22.5-23 and §22.5-4, for more information. Stormwater retention for the 100-year storm may also be required if the project is within or drains to a sinkhole or other area of known flooding (§22.5-32).

- 2) A Special Pollution Abatement Permit is required for the following land uses:
- Vehicle, truck and heavy equipment maintenance, fueling, washing or storage areas (such as automotive dealerships, automotive repair, carwashes, maintenance yards, etc.);
  - Any property containing more than 400 parking spaces or 120,000 square feet of parking area;
  - Recycling and/or salvage facilities;
  - Restaurants, grocery stores, and other food service facilities;
  - Commercial facilities with outside animal housing areas (such as animal shelters, fish hatcheries, kennels, livestock stables, veterinary clinics, zoos, etc.); or
  - Other producers of pollutants identified by the Director of Engineering by information provided to or collected by him or his representatives, or reasonably deduced or estimated by him or his representatives from engineering or scientific study.

See the Stormwater and Street Ordinance, § 22.5-37, and also Chapter 7 of the Knoxville Best Management Practices (BMP) Manual for more information.

- 3) A Performance & Indemnity Agreement, secured by a surety bond, letter of credit or cashier's check, is required when:
- Any or all of the following is being constructed/installed: detention/retention basin; water quality facilities/devices; retaining walls (under certain conditions).
  - There is a Joint Permanent Easement, Public Road or Alley being constructed;

- There is a potential for runoff to adversely impact city rights-of-way and/or adjacent property owners;
- A site drains to a sinkhole; or
- The site is used for a borrow pit.

See the Stormwater and Street Ordinance, § 22.5-27(i) & §22.5-5, and Appendix C of the Knoxville Land Development Manual for more information.

4) A document called Covenants for Permanent Maintenance of Stormwater Facilities is required when:

- There is a detention basin or retention basin;
- There is any type of first flush basin, water quality facility/device; or
- A Special Pollution Abatement Permit is required.

See the Stormwater and Street Ordinance, § 22.5-34, and Appendix C of the Knoxville Land Development Manual for more information.

5) A Plat is required for all developments that have any of the following:

- A detention basin or retention basin;
- Any type of first flush basin, water quality device, insert and/or facility;
- Special Pollution Abatement Permit; or
- Any property that has never been platted as is currently subdivided.

*For more information on preparing plats, please refer to the plat requirements in the Minimum Subdivision Regulations (maintained by MPC), the plat checklist in Appendix A, and the policies in Appendix C of Land Development Manual.*

6) Development certification, including an as-built plan, is required to release the Performance and Indemnity Agreement.

- The development certification is issued by the Engineering Department after all construction has been completed in accordance with approved design plans.
- An accurate as-built drawing must be submitted and sealed by the design engineer and a surveyor, and approved by City engineering.

*For more information on development certification, please refer to Appendix A and Form H of the Land Development Manual.*

**BY SIGNING THIS DOCUMENT, I AM STATING THAT I HAVE READ AND UNDERSTAND THE PERMITTING REQUIREMENTS DEFINED HEREIN. I UNDERSTAND THAT THESE REQUIREMENTS MUST BE COMPLIED WITH PRIOR TO THE ISSUING OF A SITE DEVELOPMENT PERMIT.**

\_\_\_\_\_  
**PROPERTY OWNER (Signature)**

\_\_\_\_\_  
**DATE**

***Please print the following:***

**PROJECT NAME:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**PROPERTY OWNER NAME:** \_\_\_\_\_

**PROPERTY OWNER CONTACT PERSON:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_