

# Knox County Planning Alliance

**Planning today for tomorrow.**

Kevin Murphy



Sandra Korbelik, AICP  
(retired)

# Workshop Series

Session #1 - Aug 26 - Why is Planning Important?

**Session #2 - Sept 23 - The Process In-Depth**

Session #3 - Oct 21 - How to Organize and Message



# Who is the Knox County Planning Alliance?

- KCPA is a volunteer-organized community group established in 2018 which advocates for intentional and anticipated growth with coordinated infrastructure.
- Experience as citizens engaged in local land use and planning, practices, policies, and regulations.
- Encourage citizen engagement, share what we have learned, and advocate for good land use and planning practices.
- Advocates and facilitators who share our experiences.
  - Three person Steering Committee that guides the mission and the focus of the group.
  - Board of Advocates comprised of representatives from community and neighborhood groups throughout Knoxville and Knox County.



# Have you seen one of these?



Two topics for Today:

# The Process

# The Tools

Knoxville-Knox County Planning Website has excellent launch pages:

<https://knoxplanning.org/planning-process>

<https://knoxplanning.org/tools>



# The Process

## What you need to know

1. How to get informed when an application is submitted
2. The process flowcharts
3. The timelines!



# Tools for Getting in the Loop

Sign up with Planning for Meetings and Updates: <https://knoxplanning.org/subscribe/>

- Notice of upcoming meetings for the next week
- Notification when Preliminary Agenda and Final Agenda are posted

Register with KCPA: <https://www.kcpa.us/register>

Facebook pages for [Knoxville-Knox County Planning](#) and [KCPA](#)

Planning page on Keeping Up: <https://knoxplanning.org/keep-up>

Knoxville Office of Neighborhood Empowerment [Newsletter](#)

Sneak a Peak at [KGIS Planning Cases](#) for the next month's cases (and the [Cases](#) page)





# Process Motions (Plays) in the Playbook

## Plan Amendments (Sector Plan and One Year)

- Plans are To-Be / Desired State - Where We Want to Get To

## Rezoning

- Vested rights - can pull building permits

## Use on Review / Special Use

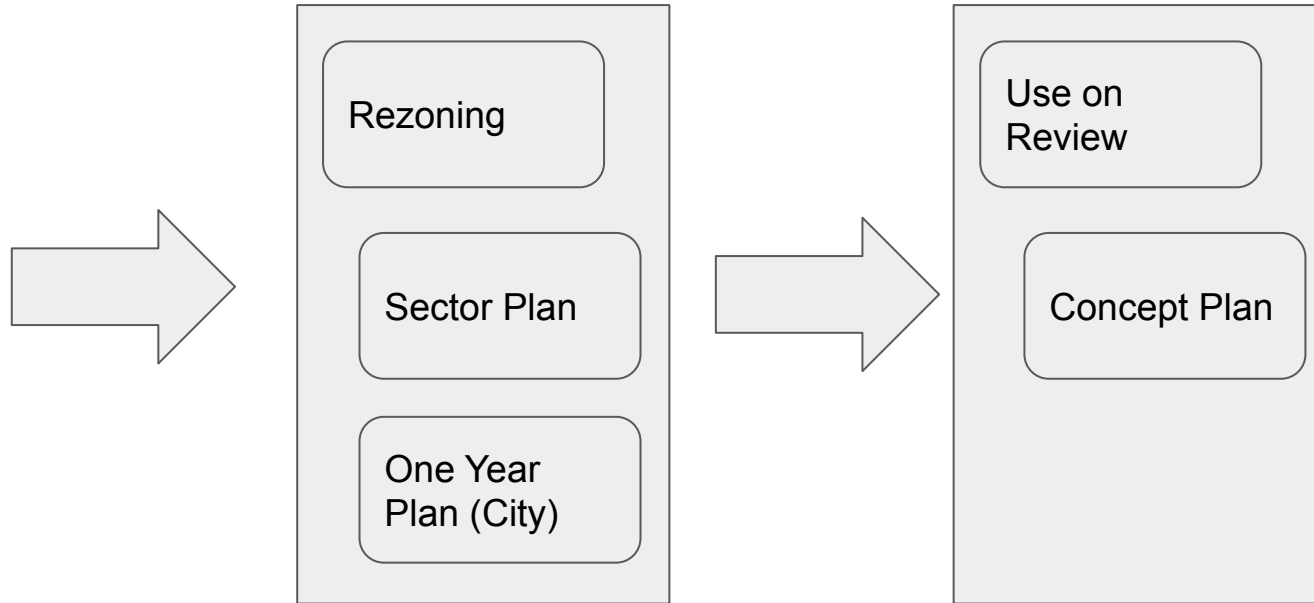
- Approve type of use in certain zones

## Concept Plan (often part of Use on Review)

- Subdivision of property



# Typical Planning Process Order



# Same process used for Sector Plan, One Year Plan, and Rezoning Requests

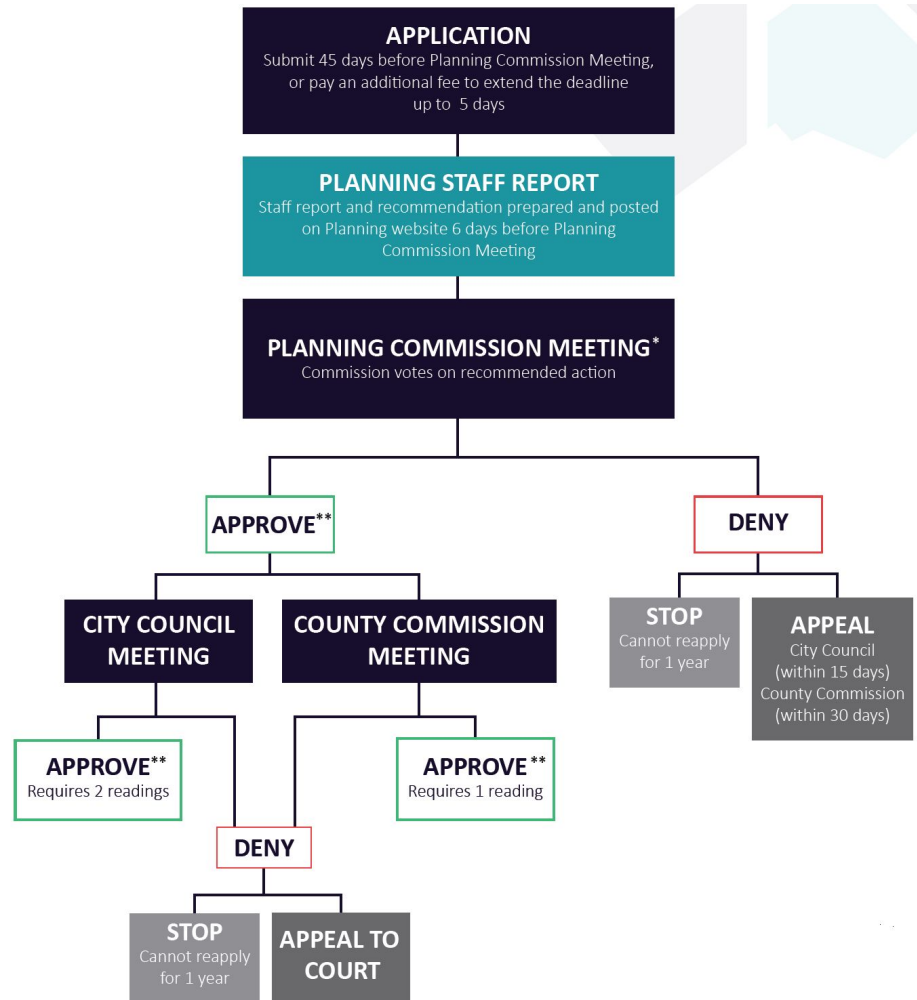
## Takeaway

1st Stop - Planning Commission for Recommendation

2nd Stop - Legislative Body for Action

Appeal to Court

<https://knoxplanning.org/planning-process>



# Use on Review and Concept Plan Process

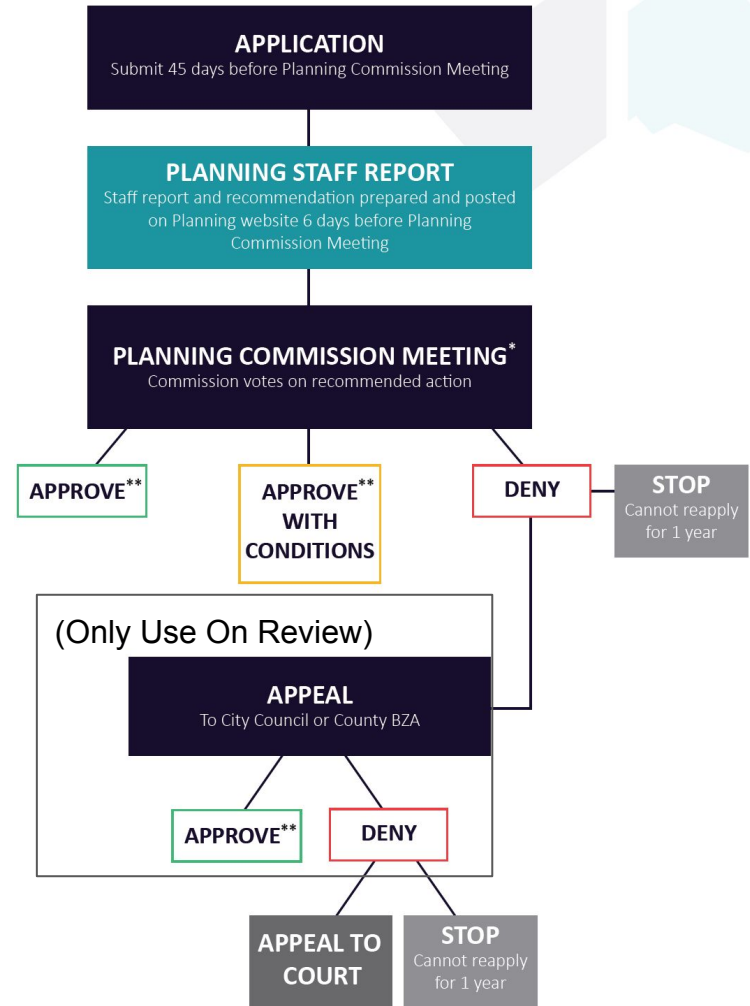
## Takeaway

One (1) Public Hearing -  
Planning Commission

Use on Review can be appealed  
to City Council / County BZA

Concept Plan - appeal to court

<https://knoxplanning.org/planning-process>



# Difference between Use on Review and Concept Plan

**Use on Review** - the text of what uses are allowed, i.e. “249 detached dwelling units”. Uses on Review are about compliance with the *Zoning Ordinance*

**Concept Plan:** review of the map / drawing of the proposed subdivision of lots, or the proposed site plan for a development. Concept Plans comply with the *Subdivision Regulations*



# Appeals Process

<https://knoxplanning.org/commission/appeals>

Deadlines to file appeals vary - usually 15 or 30 days

City Council, BZA, County Commission will take appeal filed by anybody

Chancery Court will require appeals to be filed by an “interested party” with standing to file



## Cases in the City of Knoxville

Case Type	Action	City Council Action	Appellate Body
Rezoning (Approval)	Recommendation	Decision	
Rezoning (Denial)	Decision		Knoxville City Council
Use on Review	Decision		Knoxville City Council
Street/Alley Closure	Recommendation	Decision	
Concept Plan	Decision		Chancery Court
Final Plat	Decision		Chancery Court
Zoning Ordinance Amendment	Recommendation	Decision	

## Cases in Knox County

Case Type	Action Final	County Commission Action Required	Appellate Body
Rezoning (Approval)	Recommendation	Decision	
Rezoning (Denial)	Decision		Knox County Commission
Use on Review	Decision		Knox County Board of Zoning Appeals
Concept Plan	Decision		Chancery Court
Final Plat	Decision		Chancery Court
Zoning Ordinance Amendment	Recommendation	Decision	

# The Clock is Running. Engage Early

T Minus 3 Weeks: Preliminary Agenda Release, Notifications Mailed

T Minus 12 Days: Signs posted, newspaper notice

T Minus 6 Days: Final Agenda and Staff Reports

T Minus 2 Days: Agenda Review Meeting

T Minus 1 Day: Comments due, speaker sign-up

Zero Hour: Planning Commission Meeting

T Plus 15 days (city) / 30 days (county): Appeal deadlines

T Plus 1-2 months: City Council / County Commission Meeting



# Demonstration of Using Planning Website for Understanding Process



# The Tools

<https://knoxplanning.org/tools>

# Useful Tools and Links

1. [Planning Newsletter Sign-Up](#) - Agendas, Meeting Notices
2. Planning Commission [Agenda Site](#) - Maps, Cases, Comments
3. [KGIS Planning Cases Map](#)
4. [Individual Case Information](#)
5. [Full Public Comments for Planning](#)
6. Agendas for: [City Council](#) | [County Commission and BZA](#) | [City BZA](#)
7. [KGIS \(Old Version\)](#)
8. [Other Planning Tools](#) (Development Dashboard, Panorama, Density Explorer)
9. [KCPA Website](#) and [Public Calendar](#)



# Pieces of Information to Look For

Applicant Request - Who and What

Property Info - Where and current zoning, sector plan

Case Info (Staff Report and Recommendation)

Transportation Analysis - the traffic study

Case Summary (record of actions taken)

Site Plan (plot / layout)

Public Comments



# Key Map Info (Layers)

Sector Plan / One Year Plan - the “to-be” state

Zoning - shows current zoning

Major Road Plan - road classifications for [MRP](#)

Farmland Soils

FEMA Flood Zones

School Parental Responsibility Zones

Aerial

Active Planning Cases



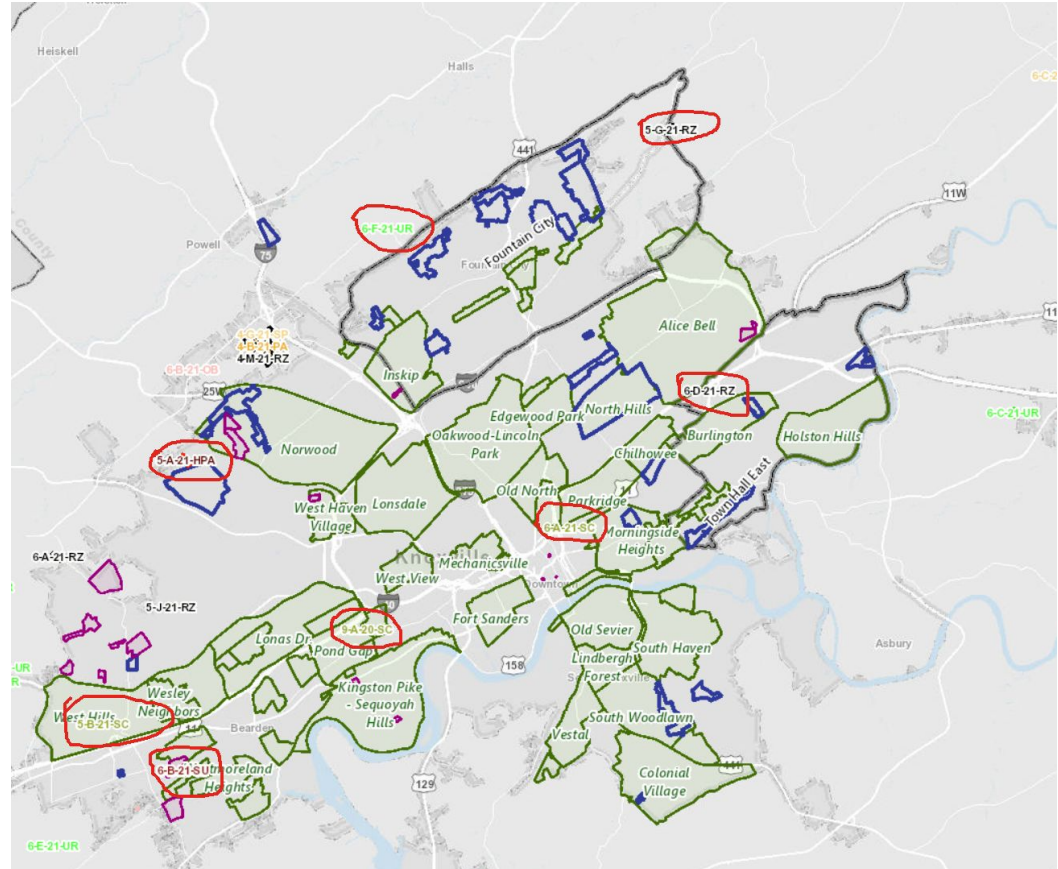
# Especially Neat Tools - Monthly Cases and Neighborhoods

Monthly: [KGIS Neighborhoods](#)  
with Cases Overlay →

[Planning Growth Information](#)

[Planning Panorama](#) -

Dashboards for Demographics,  
Populations, Employment,  
Housing, Development



# Agenda Page

Chock-full of information and links!! Key ones:

- Agenda
- Maps
- Submit Comments
- Request to Speak

## Planning Commission Meeting Information

The Knoxville-Knox County Planning Commission meets on the second Thursday of each month. Information from current and past agendas are listed below. This page is updated frequently.

Planning Commission (Thursday)

**October 14, 1:30 pm**

The **agenda review meeting** will be held Tuesday, October 12, at 11:30 am.

**Meeting Scheduled**  
The next meeting is scheduled for **October 14 at 1:30 pm**. Information about the items to be discussed will be available soon.

**September Archive**

**Preliminary Agenda**  
Available 3 weeks prior to the meeting

**Agenda**  
Available 6 days prior to the meeting

email address

**SIGN UP**

Subscribe to receive emails when the agenda is updated.

### ■ PUBLIC COMMENTS

All correspondence regarding cases on the agenda including letters, email and faxes are distributed to each Commissioner and will be published as part of the official record.

Submit comments no later than 3:00 p.m. on Wednesday before the meeting. Include the file number when commenting on a specific case.

### ■ AGENDA UPDATES

Updates to the **October** meeting materials and/or the agenda itself will highlight below as they become available leading up to the meeting.  
[Learn more about the process here.](#)

### Automatic Postponements / Withdrawals

Available Tuesday before the meeting  
Items listed on the current agenda that have been postponed until a future meeting.

N/A

- Meeting Archives -

[Submit Comments](#)

[Request to Speak](#)

[October Cases](#)

[Maps](#)

[Understanding the Planning Process](#)

[Additional Resources](#)

[Bylaws](#)

[Commissioners](#)

[Legal Notices](#)

[Live Broadcast](#)

[Tips for Attending a Meeting](#)

[Working Together: Neighborhoods and Developers](#)

[Zoom + Remote Participation](#)

## News

**August 13, 2021**

[Planning Services Manager Joins Staff](#)

**May 18, 2021**

[Report Shows Knox County Development Trends](#)

**April 12, 2021**

[Amy Brooks Appointed Executive Director](#)



# Demonstration of Using Planning Tools

# How You Can Learn More About Planning and Land Use

- Spend some time on the Knoxville Knox County Planning Commission website. It is incredibly resourceful and provides everything that you need to know about land use and planning in the city and the county. <https://knoxmpc.org/about>
- Contact the Knoxville Knox County Planning Commission Office 865-215-2500. [Planning Staff](#) members are so very helpful and willing to answer your questions.
- Attend a Planning Commission Meeting AND Agenda Review Meetings
- Research and read City and County Plans, Studies, ordinances, and regulations.

