

Permit Application Procedures and Submittal Requirements for
Flammable and Combustible Liquid

Fuel Tank Removal and Installation

Knox County Code Administration & Inspection
Phone: (865) 215-2325
Fax: (865) 215-4255

Knox County Fire Prevention Bureau
Phone: (865) 215-4660
Fax: (865) 215-4669

SCOPE: This document is to be used for permit applications for the removal and installation of all fuel tanks (above and underground). This will also apply to all fuel piping and their appurtenances.

APPLICATION

1. Applicant must obtain their ***CLT Map and Parcel Number*** corresponding to the property for which the work is to take place. This information may be found on the owner's tax notice or at the Property Assessors office on the second floor, room 204, of the City/County Building, phone number (865) 215-2360.
2. A ***street address*** is required.
3. The ***owner's name***, address, phone and fax number.
4. The ***General Contractor's*** name, address, phone and fax number, and state contractor's license number is required.
5. Proof of ***Workman's Compensation*** must be submitted at the time of permit application.

PLAN REVIEW

1. ***Two sets of plans*** must be submitted at the time of application. These plans must include the following:
 1. A site plan showing the position of tanks in relation to all property lines, buildings, and roads.
 2. The size and type of tanks and piping to be removed or installed
 3. Submit a copy of the manufacturer's installation instructions and testing procedures.
 4. Submit 2 sets of engineered drawings showing all footing and structural designs that support tanks.
2. There will be no plan review for tank and piping removal
3. **Applicable codes enforced:**
 - 2006 International Building Code
 - 2006 International Fire Code

PERMIT ISSUANCE

1. The Fire Prevention Bureau and Permit clerk must review the plans. This may take up to 21 days. Additional time may be required if all information is not submitted.
2. After all required departments have reviewed the plans the permit may be issued.
3. When picking up the permit you will sign the permit and pay remaining fees. You will be given a stamped set of reviewed plans (applies only to tank and piping installation not removal) which must be on site for all inspections. A copy of the permit, a list of required inspections, and an orange tag to display at the jobsite will also be given to the contractor.

INSPECTIONS FIRE BUREAU AND BUILDING DEPARTMENT

1. No inspections allowed prior to the issuance of the permit
2. The builder is responsible for scheduling each inspection through the Code Administration Office. Please allow 24 to 48 hours lead time for each inspection. Phone (865) 215-2325.
3. The Fire Prevention Bureau will conduct all inspections and is not responsible for conducting test, the contractor is responsible for ensuring that all required test are ready when the inspector arrives.
4. The Knox County Building department will be responsible for all structural inspections such as footings.

NOTE: FOR EACH REJECTED INSPECTION THERE WILL BE A \$30.00 REINSPECTION FEE.