

Permit Application Procedures and Submittal Requirements

Pool Permit

Knox County Code Administration & Inspection:

Phone: (865) 215-2325

Fax: (865) 215-4255

SCOPE: This document is to be used for all pools (in-ground or above ground) located in Knox County. Applicable code is 2006 International Residential Code.

APPLICATION

1. Applicant must obtain their ***CLT Map and parcel number*** corresponding to the property address which the permit is for. This information can be found on the owner's tax notice or at the Property Assessors Office on the 2nd floor (room 204) of the C.C. Bldg. Phone (865) 215-2360.
2. ***Drain field verification*** will need to be submitted if house is on septic system. This is obtained from the Knox County Health Department on Dameron Avenue. Phone (865) 215-5200.
3. ***Owner's name***, addresses, and phone number.
4. ***A site plan*** is required showing position of pool in relationship to the house and property lines. Plans need to show the house, setbacks dimensions and any other buildings on lot.
5. ***Fence*** – A minimum four-foot fence is required installed per the adopted code.
6. ***Contractor's names***, address, phone number and state license number unless owner obtains permit.

FEES

1. The previous information is given to the permit technician (this can be done in person or by mail). Upon application of the permit all fees must be paid. The amounts are based upon the value of the construction.

INSPECTIONS

1. The Owner/Contractor is responsible for setting up a ***scheduled inspection time*** with the Code Administration Office at (865) 215-2325.
2. A footing or site inspection then a final inspection will need to be done.
3. If an inspection is rejected: The rejected items will need to be corrected and another scheduled appointment made.

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