

Permit Application Procedures and Submittal Requirements for
Gas & Mechanical Permits

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

SCOPE: This document is to be used for all new Gas/Mechanical installations, including propane to natural change outs.

APPLICATION

1. Applicant must obtain their *CLT Map and parcel number* corresponding to the project address. 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 City/County Bldg. phone (865) 215-2360.
2. *Owners name*, address, phone number
3. *Contractor's name*, address, phone and fax number. We will need the contractor's state license number.
4. The *type of equipment* to be installed, *the applicable BTU input rating* of this equipment, and the number of future taps.

FEES

1. The previous information is given to the permit technician (this can be done in person or by mail). Upon application of the gas permit the *appropriate fees must be paid*. The amounts are *\$30.00 for residential and \$50.00 for commercial*.

INSPECTIONS

1. The Owner/Contractor is responsible for *scheduling an inspection time*.
2. *Completion of the installation* of all equipment, piping, venting, etc. is expected.
3. Call the Codes Office at (865) 215-2325 to schedule an inspection.
4. If inspection is rejected: The rejected items will need to be corrected and another scheduled appointment made.
5. If the inspector passes inspection, *inspector will notify KUB to set the meter*.

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