

Pre-application consultations are required for comprehensive plan amendments, concept plans, use on reviews, special uses, and development plans, beginning with the April 2025 applications.

1. Pre-application consultations shall occur at least seven days prior to the deadline for Planning Commission meeting application submittal and can take place in person, over the phone, or virtually depending on the nature of the request.
2. Pre-application consultations will occur on the first three Tuesdays of the month beginning at 8:30AM and ending at approximately 10:30AM.
 - a. **Properties in the City of Knoxville: 8:30-9:00 AM**
 - b. **Properties in Knox County 9:00-10:30AM**
3. To be placed on the consultation meeting agenda, complete the [pre-application consultation form](#) and submit it with proposed plan drawings to applications@knoxplanning.org no later than 1 week from the date of the meeting you wish to attend. Planning will contact all applicants with the approximate time within the meeting their project will be discussed. If the pre-application meeting date you prefer is already full, you will be placed on the next available pre-application meeting agenda.

Developer Meetings: These meetings occur on Wednesdays of the second week following the deadline day of the applicable meeting. Planning will notify the applicant the Monday preceding the Developer Review meeting if they should attend and will provide the approximate time within the meeting their project will be discussed.

Revised plans should be submitted to the project planner as a pdf. This is also the date that any revised Transportation Impact Analysis should be submitted unless directed otherwise. (The original Transportation Impact Analysis must be submitted by the standard application deadline.)

Planning Commission Meeting Date 1:30 pm - Thursday	Developer Meeting 9:00 am - Wednesday	FINAL Revised Plans 4:00 pm - Monday
January 9, 2025	December 17, 2024	December 23, 2024
February 13, 2025	January 15, 2025	January 27, 2025
March 13, 2025	February 12, 2025	February 24, 2025
April 10, 2025	March 12, 2025	March 24, 2025
May 8, 2025	April 9, 2025	April 21, 2025
June 12, 2025	May 14, 2025	May 27, 2025 (Tues.)
July 10, 2025	June 11, 2025	June 23, 2025

IMPORTANT NOTICES

1. **FINAL Revised Plans:** This is the date that final revisions of plans need to be submitted to the Planning office. Earlier revisions will be due prior to this as provided by the planner in charge of reviewing the plans.
2. Further revisions needed after the final revision deadline may cause a postponement of the application.
3. Staff recommendations will be based on the revisions submitted by the final revision deadline. Staff reports will not be updated to reflect any changes made after this date.