

# Knox County Commission



Welcome to the Knox County Commission. You are now participating in the legislative body of Knox County government. This informational sheet is a quick guide to the happenings at County Commission. For more detailed information, visit [www.knoxcounty.org/commission](http://www.knoxcounty.org/commission)

## SCHEDULE

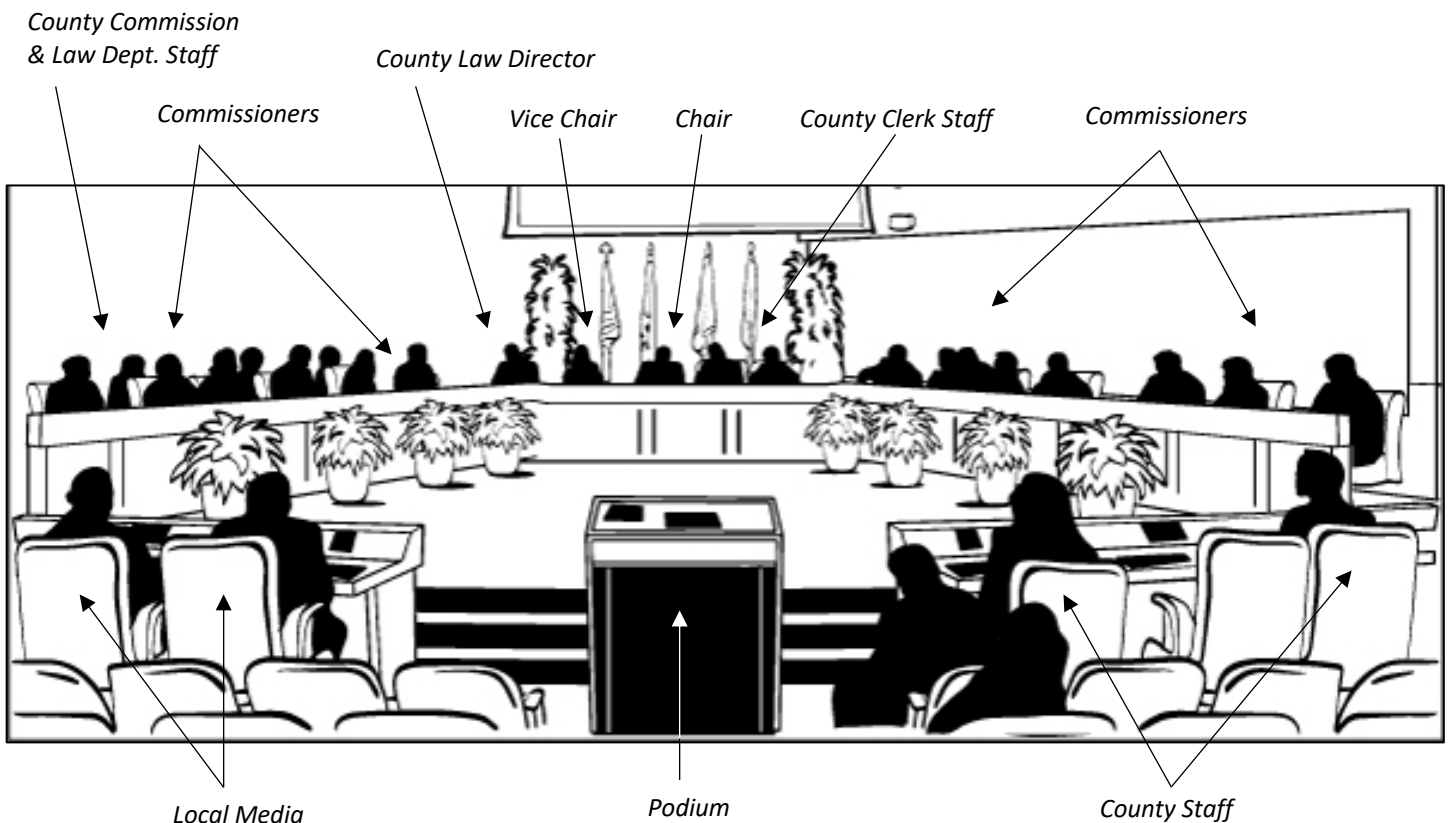
The Knox County Commission meets twice per month (see types of meetings below) to conduct the business of Knox County Government. While these are typically on the 3<sup>rd</sup> and 4<sup>th</sup> Monday of each month, the schedule may vary from time to time. Additional committee meetings are held on various dates/times throughout the year. \*To verify specific dates and times, please access a full Commission schedule at the website listed above.

## PUBLIC FORUM

Every Knox County Commission meeting has a public forum element. Speakers are given up to five minutes to discuss any topic of interest. If you would like to sign up to speak before the Commissioners, you can contact the Commission office at (865) 215-2534 / [commission@knoxcounty.org](mailto:commission@knoxcounty.org) or speak to the Commission staff before the meeting begins.

## MEETING SETUP

Below is a basic outline of who you will likely see in a County Commission meeting.



(more information on back)

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## TYPES OF MEETINGS

Knox County Commission holds the following meetings each month:

### COMMISSION WORK SESSION

*(3<sup>rd</sup> Monday of month @ 5:00pm\*)*

The first step in the legislative process is for resolutions and matters of County business to be filed and discussed in the monthly work session. The purpose of this meeting is to discuss items and set the agenda for the Commission meeting the following week. While votes may be taken to send items forward to the main Commission meeting, no resolution or item is given the final decision at this meeting.

### BEER BOARD

*(4<sup>th</sup> Monday of month @ 4:00pm\*)*

County Commission holds a public hearing each month to review applications for beer permits. Applicants are sworn in by the Knox Co. Law Department and asked a series of questions while also hearing from professionals (Heath Dept., Codes, Sheriff's Office, Health Dept.) who review the applicant's eligibility. If no permits are submitted, then this meeting is cancelled. To learn more about beer permits please visit: [www.knoxcounty.org/clerk/permits\\_beer.php](http://www.knoxcounty.org/clerk/permits_beer.php)

### COMMISSION MEETING

*(4<sup>th</sup> Monday of month @ 5:00pm\*)*

The final step in the legislative process takes place at the main County Commission meeting. After a final review and discussion by Knox Co. staff members and Commissioners, all resolutions are voted on. Additional items such as Honorary Resolutions or presentations might also occur during this meeting.

### ZONINGS

*(4<sup>th</sup> Monday of month @ 7:00pm\* or when Commission business is complete)*

The County Commission holds a special Zoning meeting each month to review land-use applications. After applicants have gone through the Planning Commission process, they are presented to County Commission for final approval or appeal. To learn more about Knoxville/Knox County Planning, visit: [www.knoxplanning.org](http://www.knoxplanning.org)

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## CONTACT



**Commission Chair**  
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**Commission Vice Chair**  
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