



## **GATEWAY REVIEW COMMISSION MEETING AGENDA**

**Friday, April 25, 2025 at 10:00 AM  
City Hall, 415 Broad Street, Room 226**

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**This meeting is an open and accessible meeting. If interested parties request special assistance or accommodations, please notify the Planning Department three (3) days in advance of the meeting.**

### **I. INTRODUCTION AND RECOGNITION OF VISITORS**

### **II. APPROVAL OF THE AGENDA**

### **III. APPROVAL OF MINUTES**

1. Approval of the March 2025 regular meeting minutes.

### **IV. UNFINISHED BUSINESS**

### **V. NEW BUSINESS**

1. 2100 Enterprise Place (GATEWY25-0083)
  - a. Site Plan
  - b. Grading Plan
  - c. Landscape Plan
  - d. Architectural Design
  - e. Lighting & Utilities
2. Commerce Park Place Grading Plan (GATEWY25-0090)

### **VI. OTHER BUSINESS**

### **VII. PUBLIC COMMENT**

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non- personal in nature, and they should be limited to five minutes.

## **VIII. ADJOURN**

**MINUTES OF THE MARCH 21, 2025 MEETING OF THE KINGSPORT GATEWAY REVIEW COMMISSION**

March 21, 2025

10:00 am

**Members Present**

Alderman Betsy Cooper  
 Mike Stone  
 Curtis Montgomery  
 Daniel Duncan  
 Terry Cox  
 Ken Weems

**Members Absent**

Christie Gott

**Staff Present**

Ken Weems  
 Samuel Cooper

**Visitors**

N/A

The meeting was called to order at 10:00 a.m.

**Approval of Minutes**

The Commission reviewed the minutes of the April 26, 2024 regular meeting. A motion was made by Terry Cox, seconded by Daniel Duncan, to approve the minutes as written. The motion passed unanimously 6-0.

**New Business**

Review of the Bylaws: The Commission reviewed the Bylaws of the Northeast Tennessee Corridor Review Commission. Ken Weems informed the Commission of potential upcoming meetings and refreshed the Commission on administrative approval procedures. Seeing no change or need for revisions to the bylaws the Commission had no further comments or questions about the bylaws.

**Other Business**

N/A

There being no further business before the Commission, the meeting was adjourned at 10:35 am

Respectfully Submitted,

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Terry Cox, Chairman

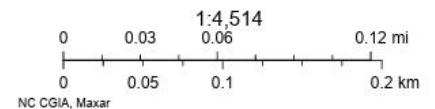
<b>Property Information</b>	<b>Home 2 Suites Gateway Application</b>		
<b>Address</b>	2100 Enterprise Pl. Kingsport, TN 37660		
<b>Tax Map, Group, Parcel</b>	Tax Map 076 Parcel 003.00		
<b>Civil District</b>	13 <sup>th</sup> Civil District		
<b>Overlay District</b>	Gateway District, Flood Zone		
<b>Land Use Designation</b>	Retail/ Commercial		
<b>Acres</b>	+/- 2.71		
<b>Existing Use</b>	Vacant	<b>Existing Zoning</b>	B-4P
<b>Proposed Use</b>	Hotel	<b>Proposed Zoning</b>	B-4P
<b>Owner/ Applicant Information</b>		<b>Intent</b>	
<b>Name:</b> Bert Pooser <b>Address:</b> 1 Surrey Ct. <b>City:</b> Columbia <b>State:</b> SC <b>Zip Code:</b> 29212 <b>Email:</b> bpooser3@imichotels.com <b>Phone Number:</b> (803)513-9909		<b>Intent:</b> To receive gateway approval for a B-4P zone development of a new Home 2 Suites Hotel by Hilton.	
<b>Planning Department Recommendation</b>			
<b>(Approve, Deny, or Defer)</b> <b>The Kingsport Planning Division recommends contingent approval for the following reasons:</b> <ul style="list-style-type: none"> <li>The site is spacious and there is ample room to abide by the B-4P zoning standards, including setbacks.</li> <li>The Landscape Plan has received approval from the landscape specialist and conforms to the gateway standard.</li> <li>The Photometric Plan displays no obtrusive light pollution illuminating on neighboring parcels in line with the gateways standards.</li> <li>The Architect Plans submitted display colors and materials that are permitted within the B-4P Gateway design strategies.</li> <li>The proposed monument signage meets the required B-4P Gateway design strategies and square foot allotment. The proposed wall signage is 72.06 SF per sign, equating to 144.12 SF total. Of note this 144.12 SF total is below the base zoning standard permitted for permanent signs in an B-4P zone, 146.61 based on their building ground coverage.</li> </ul>			
<b>Staff Field Notes and General Comments:</b>			
<ul style="list-style-type: none"> <li>This B-4P parcel has an abandoned farm house slated for demolition but is otherwise vacant.</li> <li>All departments have approved the development plans for the Home 2 Suites development.</li> </ul>			
<b>Planner:</b> Samuel Cooper		<b>Date:</b> 4/25/2025	
<b>Planning Commission Action</b>		<b>Meeting Date</b>	4/25/2025
<b>Approval:</b>			
<b>Denial:</b>		<b>Reason for Denial:</b>	
<b>Deferred:</b>		<b>Reason for Deferral:</b>	

# Home 2 Suites Site Map



3/21/2025, 2:29:31 PM

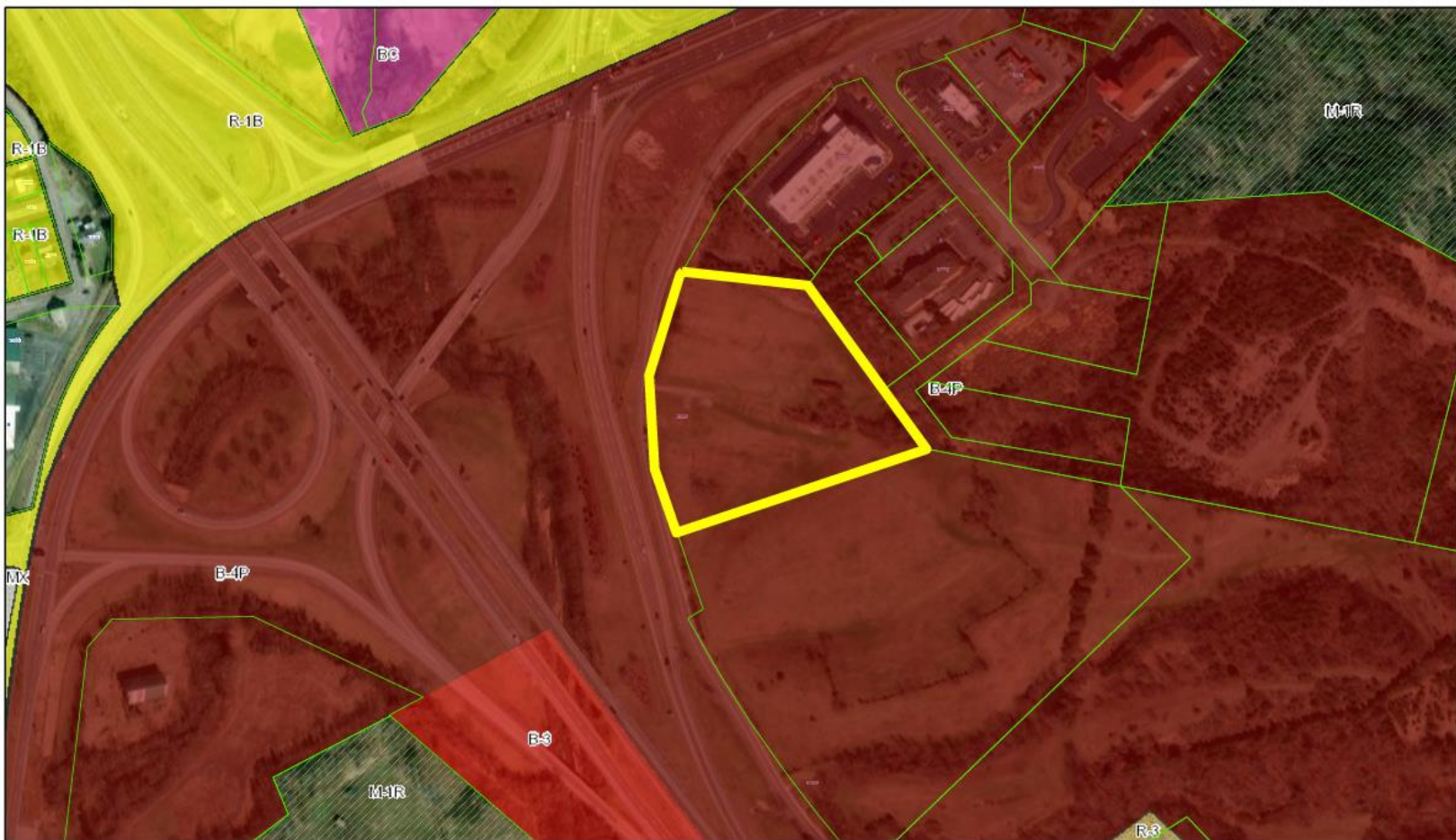
- Urban Growth Boundary
- Streets
  - Interstate
  - Expressway
  - Major Arterial
  - Collector Street
  - Local Street
  - Minor Arterial
  - Private Street
  - Ramp
  - Kpt 911 Address



Web AppBuilder for ArcGIS



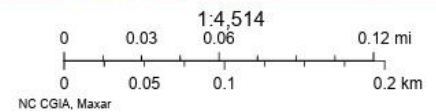
## Home 2 Suites Zoning Map



3/21/2025, 2:34:50 PM

Sullivan County Parcels Jan 2023

Parcels	GC	B-2	BC	P-1	PMD-2	R-1C	Split
City Zoning	B-2E	B-3	GC	P-D	PUD	R-2	TA
<Null>	A-1	B-3	M-1	PBD-3	PVD	R-3	TA-C
TA/C	A-2	B-4	M-1R	PBD/*	R-1	R-3A	UAE
R-5	AR	B-4P	M-2	PD	R-1A	R-3B	Urban Growth Boundary
	B-1	B-4P	MX	PMD-1	R-1B	R-4	Kpt 911 Address



Web AppBuilder for ArcGIS

# Home 2 Suites Utilities Map



3/21/2025, 2:37:14 PM

Sullivan County Parcels Jan 2023

Parcels

Sewer Mains

Water Lines



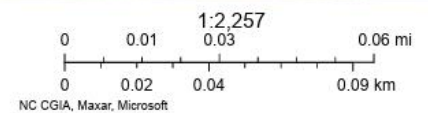
Sewer Manholes



Urban Growth Boundary

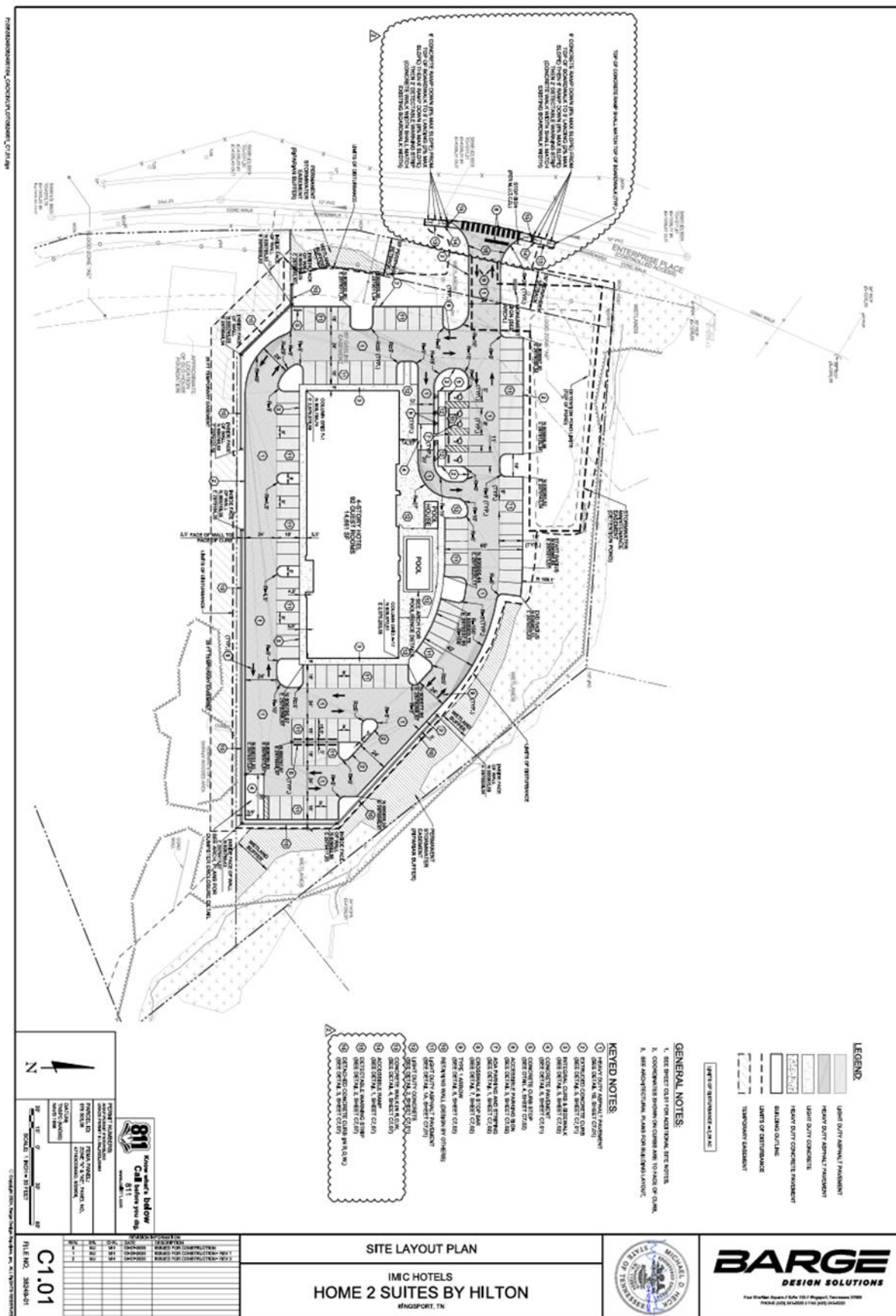


Kpt 911 Address



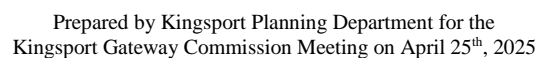
Web AppBuilder for ArcGIS





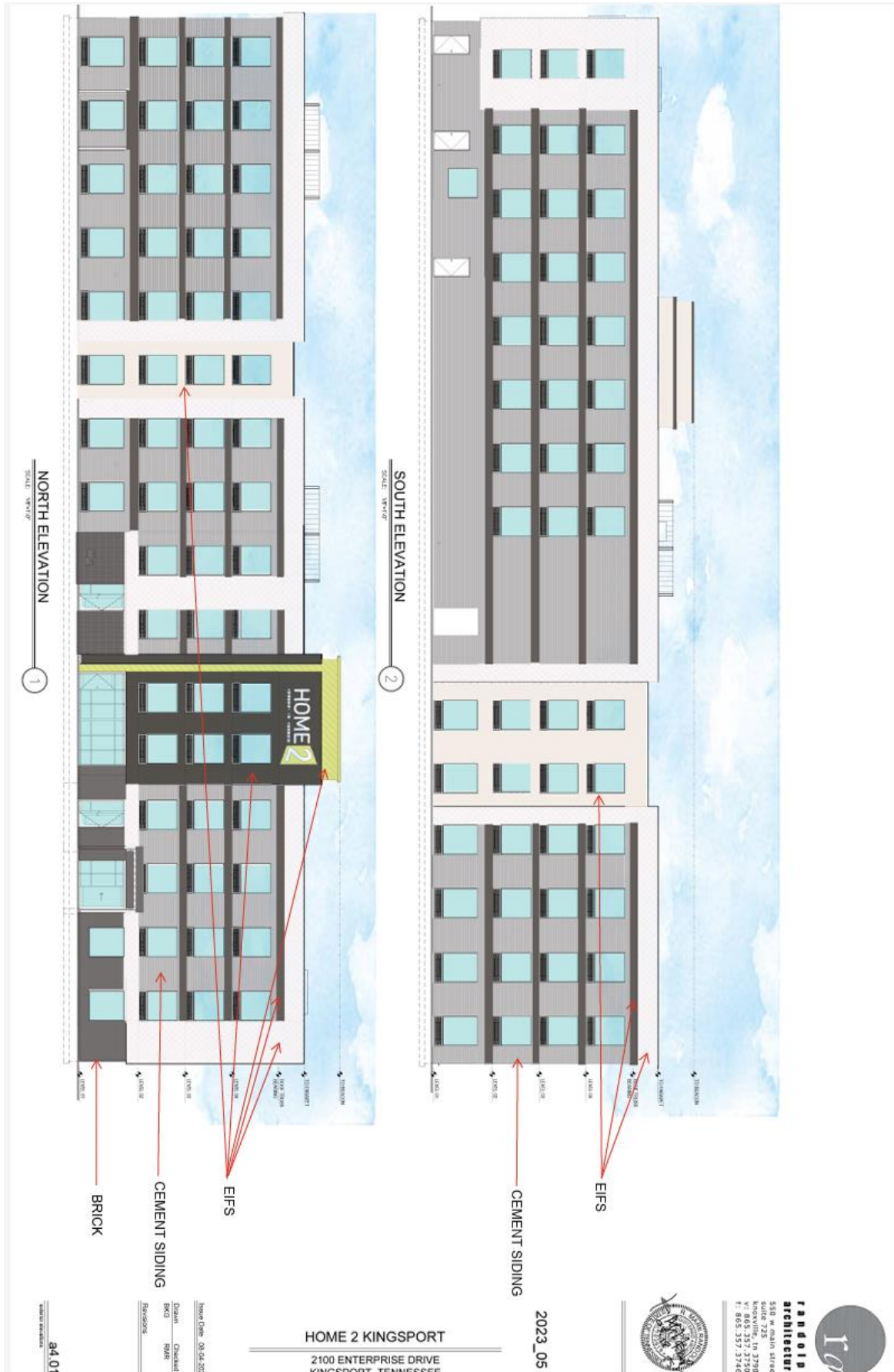






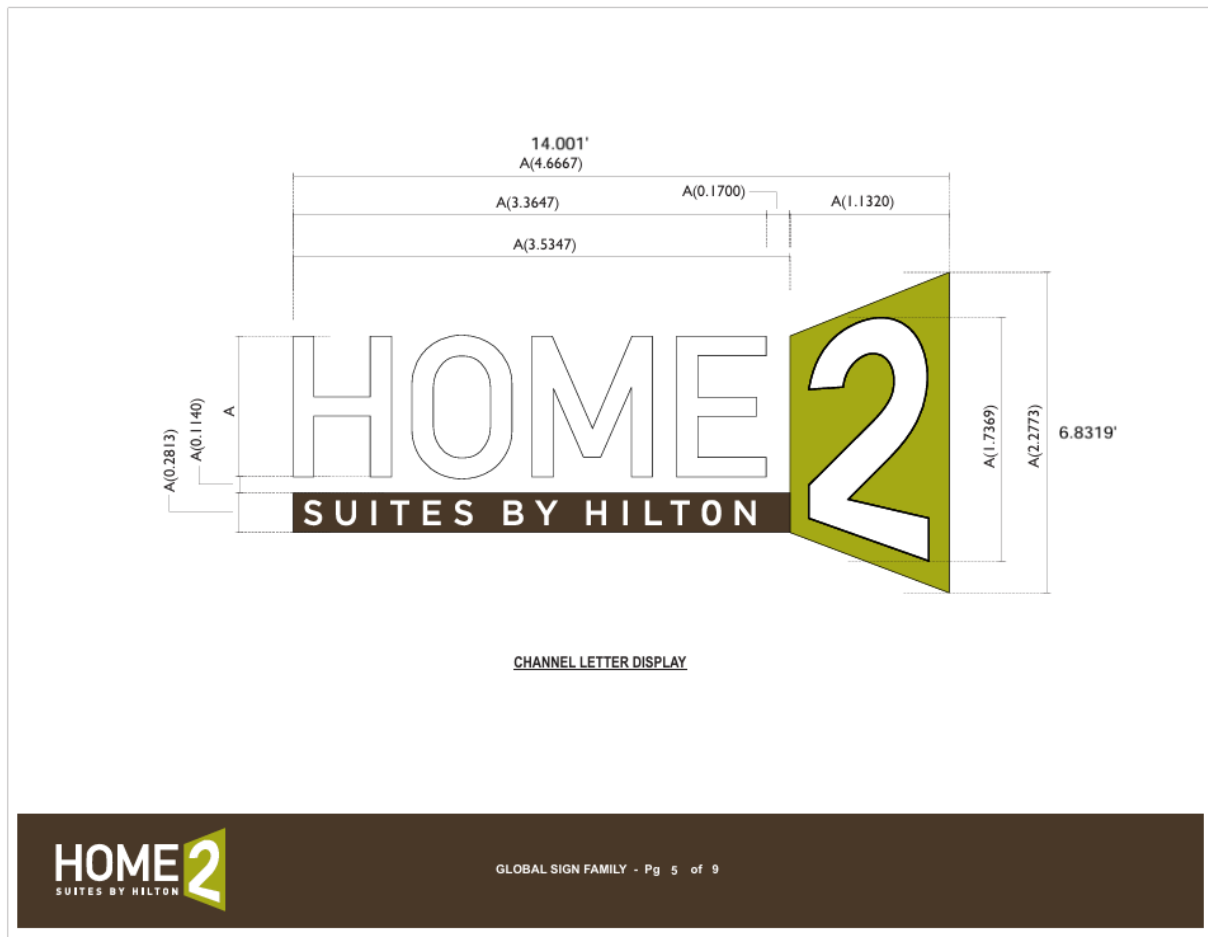








## Wall Signage Dimensions

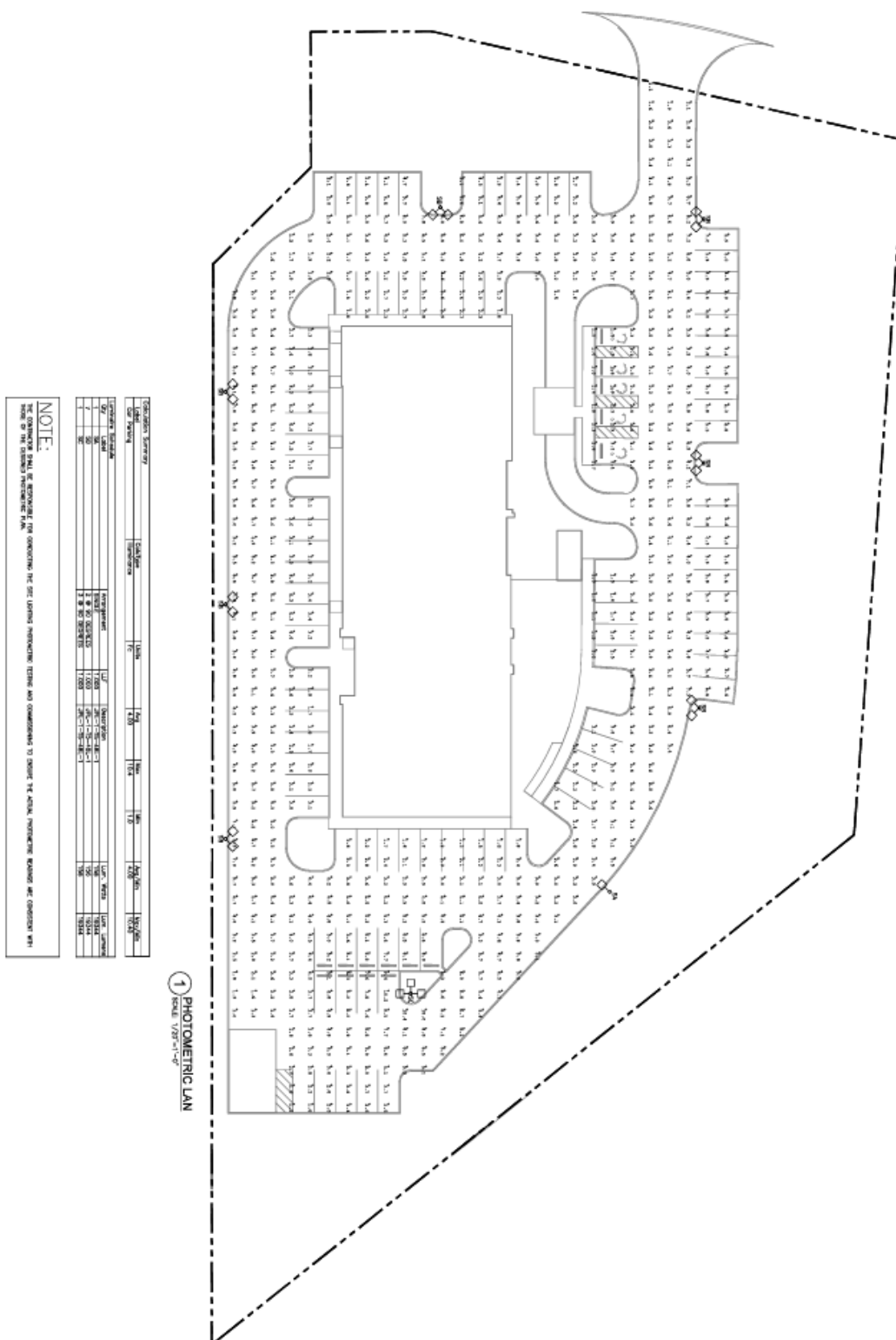


## Monument Sign Dimensions



D/F MONUMENT SIGN





IMC HOTELS  
HOME 2 SUITE BY HILTON  
KINGSPORT, TN



100% 0% 50% 25%

550 w. main street  
suite 725  
knoxville, tn 37923  
v: 865.357.3750  
f: 865.357.3746



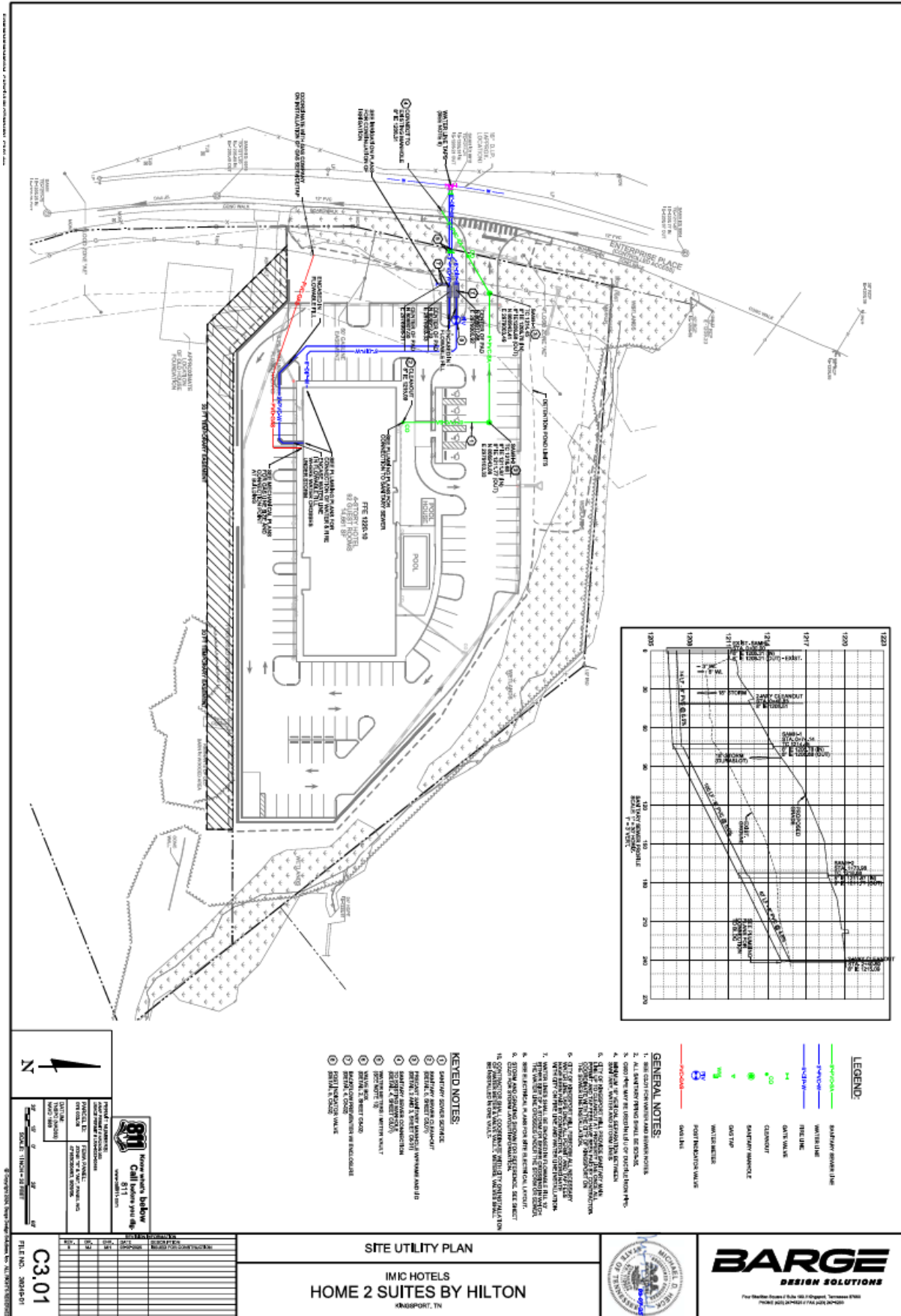
Issue Date: 11-07-2024

PL	CV
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## References

E5.1

PHARMACEUTICALS



**Site Plan Analysis**

Gateway approvals in the B-4P zoning district consist of the following:

1. Grading Plan
2. Site Plan
3. Drainage Plan
4. Landscape Plan
5. Architectural Design
6. Signage
7. Lighting and utilities
8. Parking

- 
- Grading Plan:
    - a. Shows minimal disturbance to the area as well as to wetland zones, which is a key gateway requirement.
  - Site Plan:
    - a. The site plan displays the required 30' front yard setback as well as all other minimum yard setbacks. The site plan also displays all required parking spaces and identifies the location of proposed signage.
  - Drainage Plan:
    - a. Water Services sends a positive recommendation for the project.
  - Landscape Plan:
    - a. The landscape plan has received approval from the landscape specialist and conforms to the gateway standard.
  - Architectural Design:
    - a. The Architect Plans submitted display light to medium valued colors of a neutral tone, with the exception of the green displayed. However, the Home 2 Suites green is akin to the recently approved blue within the Fairfield hotel.
    - b. The Architectural plans list materials including: EIFS, cement siding, and brick, all of which is in conformance with Gateway standards.
  - Signage:
    - a. The Home 2 Suites development was permitted 73.305 square feet of wall signage space, total wall signage proposed is 144.12 SF for 2 wall signs as shown in the architectural plans. The proposed wall signage would be below their allotted base zoning amount of 146.61 SF based on their building ground coverage. Of note, the recently approved Fairfield wall signage similarly exceeded their allotted gateway amount, 67 SF, but remained under the base zoning allotment for wall signage, 134 SF total.
    - b. The proposed monument signage meets the required B-4P Gateway design strategies and square foot space allotment.
  - Lighting and utilities:
    - a. A Photometric Plan was submitted and it has been noted that all utilities are proposed to be underground per the gateway standard.
  - Parking:



- a. Is adequate to serve the intended use.



**Recommendation**

Staff recommends granting Gateway approval for the Home 2 Suites by Hilton development



# APPLICATION

Gateway District

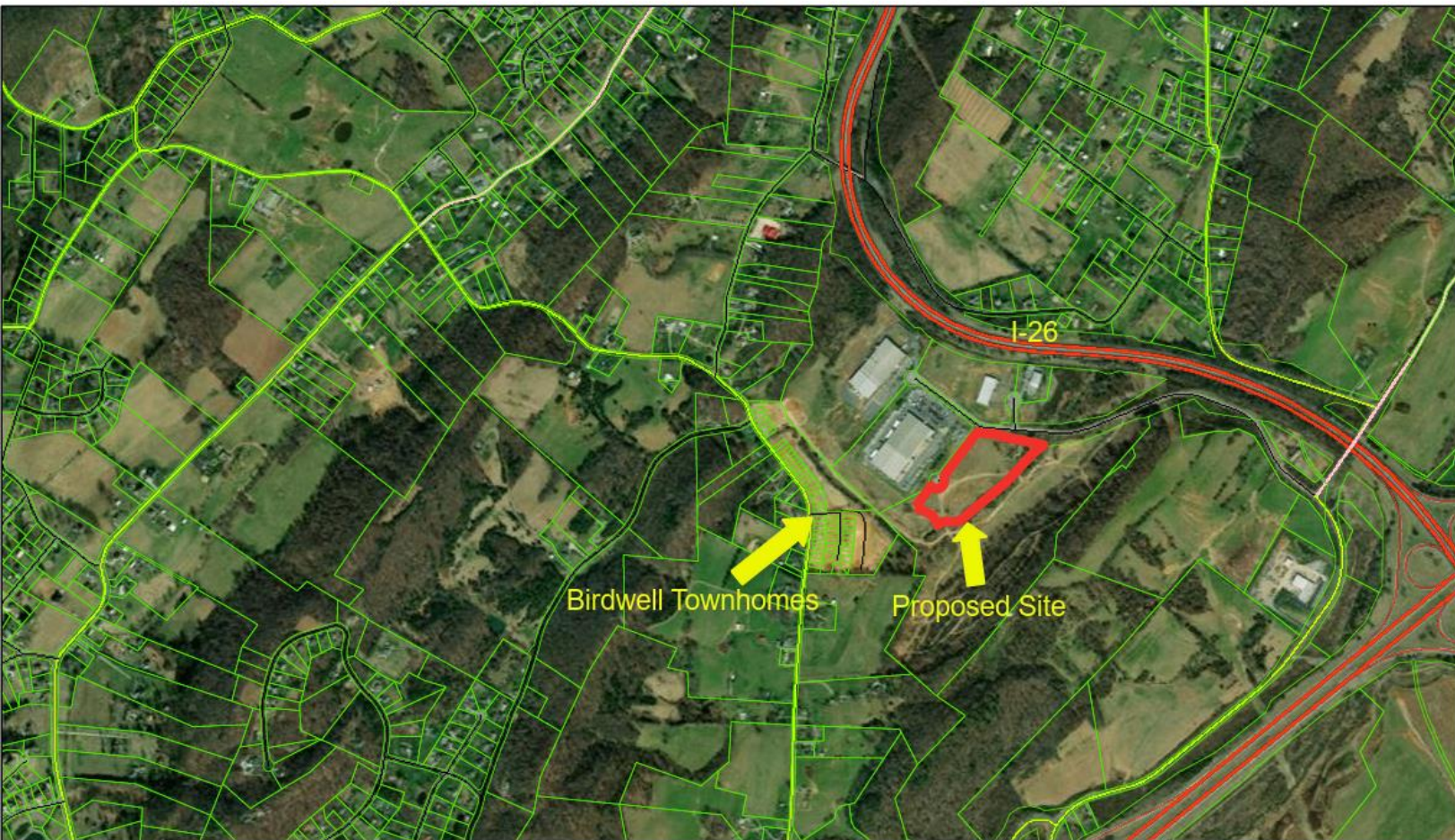
APPLICANT INFORMATION:			
Last Name	First	M.I.	Date
Street Address 550 West Main Street		Apartment/Unit #	
City Knoxville	State TN	ZIP 37902	
Phone 865-357-3750	E-mail Address		
PROPERTY INFORMATION:			
Tax Map Information	Tax map: 94	Group: U	Parcel: 22 Lot:
Street Address 2100 Enterprise Place, Kingsport, TN 37660		Apartment/Unit #	
Current Zone B-4P	Proposed Zone		
Current Use	Proposed Use Hotel		
Size of tract or parcel: 2.71 Acres			
<b>*If jointly held, list all property owners:</b>			
Enterprise Place, LLC - E. L. Pooser III, as Managing Member			
1 Surrey Court, Columbia, SC 29212			
Certificate Requested for the Purpose of			
Building Permit for: Hotel	New Construction: Yes		
Real Estate Improvement: (Describe) Building a hotel			
Expansion or renovation: (Describe)			
DISCLAIMER AND SIGNATURE			
By signing below I state that I have read and understand the conditions of this application and have been informed as to the location, date and time of the meeting in which the Gateway Commission will review my application. I further state that I am/we are the sole and legal owner(s) of the property described herein and that I am/we are requesting a certificate of Appropriateness from the Gateway Commission.			
Signature 		Date 4-14-25	
Signed before me on this 16th day of April, 2025			
a notary public for the State of Tennessee			
County of Hendrix			
Notary 			
My Commission Expires 2-21-2029			

<b>CITY PLANNING OFFICE</b>	
Plan Received Date:	Received By:
Application and Fee Paid:	
Pre-Submission Conference Date:	
Staff Recommendation:	
Gateway Commission Meeting Date:	
Previous requests or file numbers	
Signature of City Planner	Date

<b>Property Information</b>	Commerce Park Place Building Pad 1		
<b>Address</b>	Commerce Park Place		
<b>Tax Map, Group, Parcel</b>	Tax Map 105, Parcel 074.42		
<b>Civil District</b>	13 <sup>th</sup> Civil District		
<b>Overlay District</b>	Gateway District, Flood Plain		
<b>Land Use Designation</b>	Retail/Commercial		
<b>Acres</b>	+/- 2.28		
<b>Existing Use</b>	Vacant	<b>Existing Zoning</b>	MX, Mixed-Use
<b>Proposed Use</b>	Building Pad	<b>Proposed Zoning</b>	MX, Mixed-Use
<b>Owner/ Applicant Information</b>		<b>Intent</b>	
<b>Name:</b> Land Star Development, LLC/ Carla Karst L Trustee <b>Address:</b> 367 Hog Hollow Road <b>City:</b> Johnson City <b>State:</b> TN <b>Zip Code:</b> 37615 <b>Phone Number:</b> (423)-384-7001		<b>Intent:</b> <i>To receive Gateway approval for a MX zone for the construction of a new building pad.</i>	
<b>Planning Department Recommendation</b>			
<b>(Approve, Deny, or Defer)</b> <b>The Kingsport Planning Division recommends granting contingent approval for the following reasons:</b> <ul style="list-style-type: none"> <li>Water Services and the Engineering department have both reviewed the submission but are still in need of revisions to the grading plan. Therefore, approval will be contingent upon water Services and the Engineering departments approving the plans for the grading permit.</li> </ul>			
<b>Staff Field Notes and General Comments:</b>			
<b>Planner:</b> Samuel Cooper		<b>Date:</b> 4/25/25	
<b>Planning Commission Action</b>		<b>Meeting Date</b>	4/25/25
<b>Approval:</b>			
<b>Denial:</b>		<b>Reason for Denial:</b>	
<b>Deferred:</b>		<b>Reason for Deferral:</b>	



# Commerce Park Place Site Map



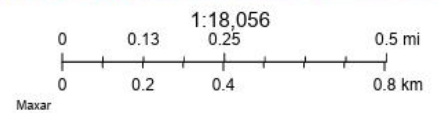
4/15/2025, 10:11:41 AM

Sullivan County Parcels Jan 2023

Parcels  
Streets

Interstate

Expressway  
Collector Street  
Major Arterial  
Minor Arterial  
Local Street  
Private Street  
Ramp  
Urban Growth Boundary



Web AppBuilder for ArcGIS

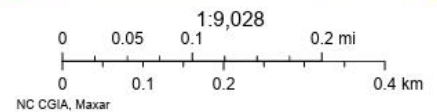


# Commerce Park Place Zoning



4/15/2025, 10:15:12 AM

Sullivan County Parcels Jan 2023	B-2E	B-3	M-1R	PD	R-1B	Split	Major Arterial
City Zoning	A-1	B-4	M-2	PMD-1	R-1C	TA	Minor Arterial
<Null>	A-2	B-4P	MX	PMD-2	R-2	TA-C	Collector Street
TA/C	AR	B-4P	P-1	PUD	R-3	UAE	Local Street
R-S	B-1	BC	P-D	PVD	R-3A	Streets	Private Street
GC	B-2	GC	PBD-3	R-1	R-3B	Interstate	Ramp
	B-3	M-1	PBD-1	R-1A	R-4	Expressway	Urban Growth Boundary



Web AppBuilder for ArcGIS

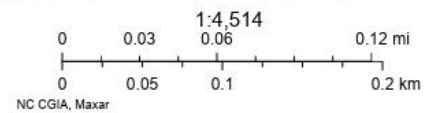


# Commerce Park Place Utilities



4/15/2025, 10:18:58 AM

- Sewer Mains
- Water Lines
- Sewer Manholes
- Urban Growth Boundary
- Kpt 911 Address

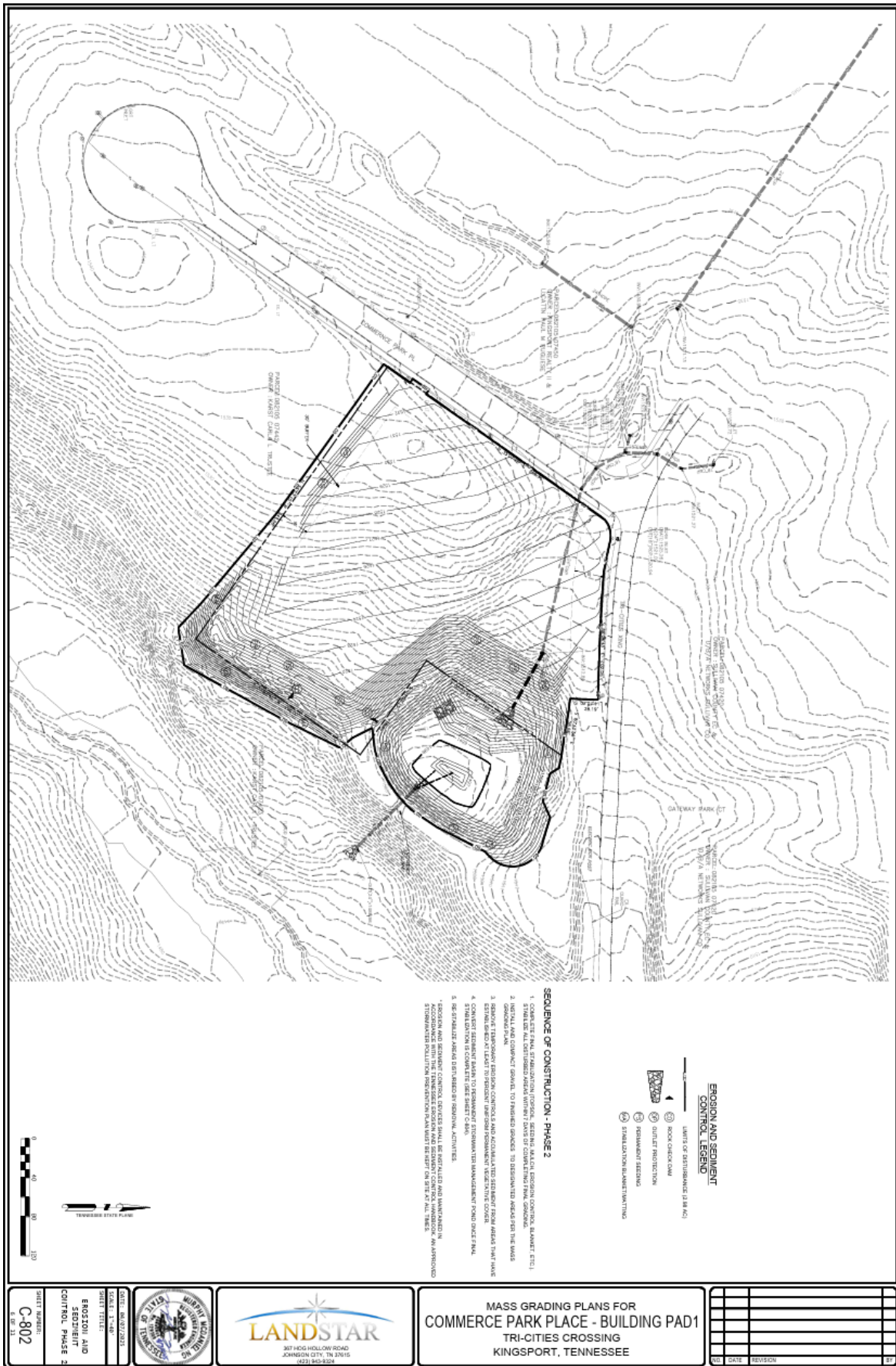


Web AppBuilder for ArcGIS









**Site Plan Analysis**

Prior to receiving a permit in the Gateway Overlay District, developments must receive the Gateway Commission's approval by issuance of a certificate of appropriateness.

1. Grading Plan

- a. Water Services and the Engineering department are still in need of revisions to the grading plan.

**Recommendation**

Staff recommends granting gateway approval contingent upon Water Services and the Engineering department granting approval for the Commerce Park Place Building Pad 1 grading permit.