



## **GATEWAY REVIEW COMMISSION MEETING AGENDA**

**Friday, July 18, 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 June 2025 regular meeting minutes.

### **IV. UNFINISHED BUSINESS**

### **V. NEW BUSINESS**

1. 1510 South Wilcox Dr. (GATEWY25-0175).

A. Site Plan

B. Architectural Plans

2. 100 Breckenridge Trace (GATEWY25-0110)

A. Additions

### **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 JUNE 20, 2025 MEETING OF THE KINGSPORT GATEWAY REVIEW COMMISSION**

June 20, 2025

10:00 am

**Members Present**

Daniel Duncan  
 Mike Stone  
 Christie Gott  
 Terry Cox  
 Curtis Montgomery  
 Ken Weems

**Members Absent**

Alderman Betsy Cooper

**Staff Present**

Ken Weems  
 Samuel Cooper

**Visitors**

TACALA Representative  
 Thompson & Litton  
 Representative  
 Devi Capital Representatives  
 ECU Representative  
 Holston Engineering  
 Representative  
 GRC Representative

The meeting was called to order at 10:00 am

**Approval of Minutes**

The Commission reviewed the minutes of the March 21, 2025 regular meeting. A motion was made by Christie Gott, seconded by Curtis Montgomery, to approve the minutes as written. The motion passed unanimously 6-0.

**New Business**

1224 Stewball Circle: The Commission reviewed a submittal for a new principal structure, that structure being the Taco Bell development. Staff reviewed the site plan, grading plan, drainage plan, landscape plan, architectural design plan, and lighting and utilities plan with the Commission and noted key aspects of the development. Staff informed the Commission that Planning Commission approval occurred the previous night [June 19<sup>th</sup>, 2025]. Daniel Duncan had a question about the signage variance being considered for the development and how the circumstances surrounding the variance would be properly recorded for future developments on the property. Staff informed Daniel Duncan that the circumstances surrounding the signage variance exception would be documented via the City's online Central Square processing system ensuring that future staff could accurately understand why the variance would be given today. A motion was made by Terry Cox, seconded by Daniel Duncan, to grant gateway review approval for the project. The motion passed unanimously 6-0.

100 Breckenridge Trace: The Commission reviewed a submittal for a new principal structure, that structure being the Premier Transportation development. Staff informed the Commission that the development received Planning Commission approval on May 15, 2025. Staff then reviewed the site plan, grading plan, drainage plan, landscape plan, architectural design plan, and lighting and utilities with the Commission and noted key aspects of the development. Staff noted that Premier Transportation will be seeking a variance for an additional 17.6 SF of wall signage and are scheduled for the July 3, 2025 Board of Zoning Appeals meeting. Daniel Duncan had a question about whether or not any neighboring residents had any negative comments about the proposed development and staff informed Mr. Duncan that there were none. A motion was made by Terry Cox, seconded by Curtis Montgomery, to grant contingent gateway review approval following an approval by the Board of Zoning Appeals for the additional wall signage space requested. The motion passed unanimously 6-0.

1901 Meadowview Parkway: The Commission reviewed a submittal for a replacement structure, that structure being the Cattails Golf Course Pump House project. Staff reviewed the project report with the Commission noting the location and architectural design of the proposed pump house cover to be used. Staff informed the Commission that no formal site, grading, drainage, or landscape plan was required due to this submittal only entailing the replacement of an existing structure, that structure being the deteriorating pump house structure. A motion was made by Daniel Duncan, seconded by Christie Gott, to grant gateway review approval for the project. The motion passed unanimously, 6-0

2021 Meadowview Lane: The Commission reviewed a submittal for a parking lot expansion project for the Eastman Credit Union at Meadowview. Staff informed the Commission that Planning Commission approval for the development was obtained last night [June 19<sup>th</sup>, 2025]. Staff reviewed the site plan, grading plan, drainage plan, landscape plan, and architectural design plan noting key aspects of the development. Staff noted that a formal lighting and utility plan was not needed due to the development only relocating one light pole to a new location. Terry Cox had a question about whether the detention basin has already been designed to hold any new water runoff from this parking lot development. The GRC representative confirmed that the water detention basin was designed in anticipation of this future parking lot expansion project. Staff also noted that the water services department had given their official approval for the project. A motion was made by Christie Gott, seconded by Terry Cox, to grant gateway review approval for the project. The motion passed unanimously 6-0.

South Wilcox Drive: The Commission reviewed a submittal for a new principal structure, that structure being the TownePlace Suites by Marriott development. Staff informed the Commission that the TownePlace Suites project has not yet received civil plan approval so the plans are subject to change. Staff then reviewed the site plan, grading and drainage plan, landscape plan, architectural plan, lighting plan, and utilities plan and noted key aspects of the development. A motion was made by Terry Cox, seconded by Daniel Duncan, to grant contingent gateway review approval for the project based on the civil plans being approved later on. The motion passed unanimously 6-0.

There being no further business before the Commission, the meeting was adjourned at 10:28 am.

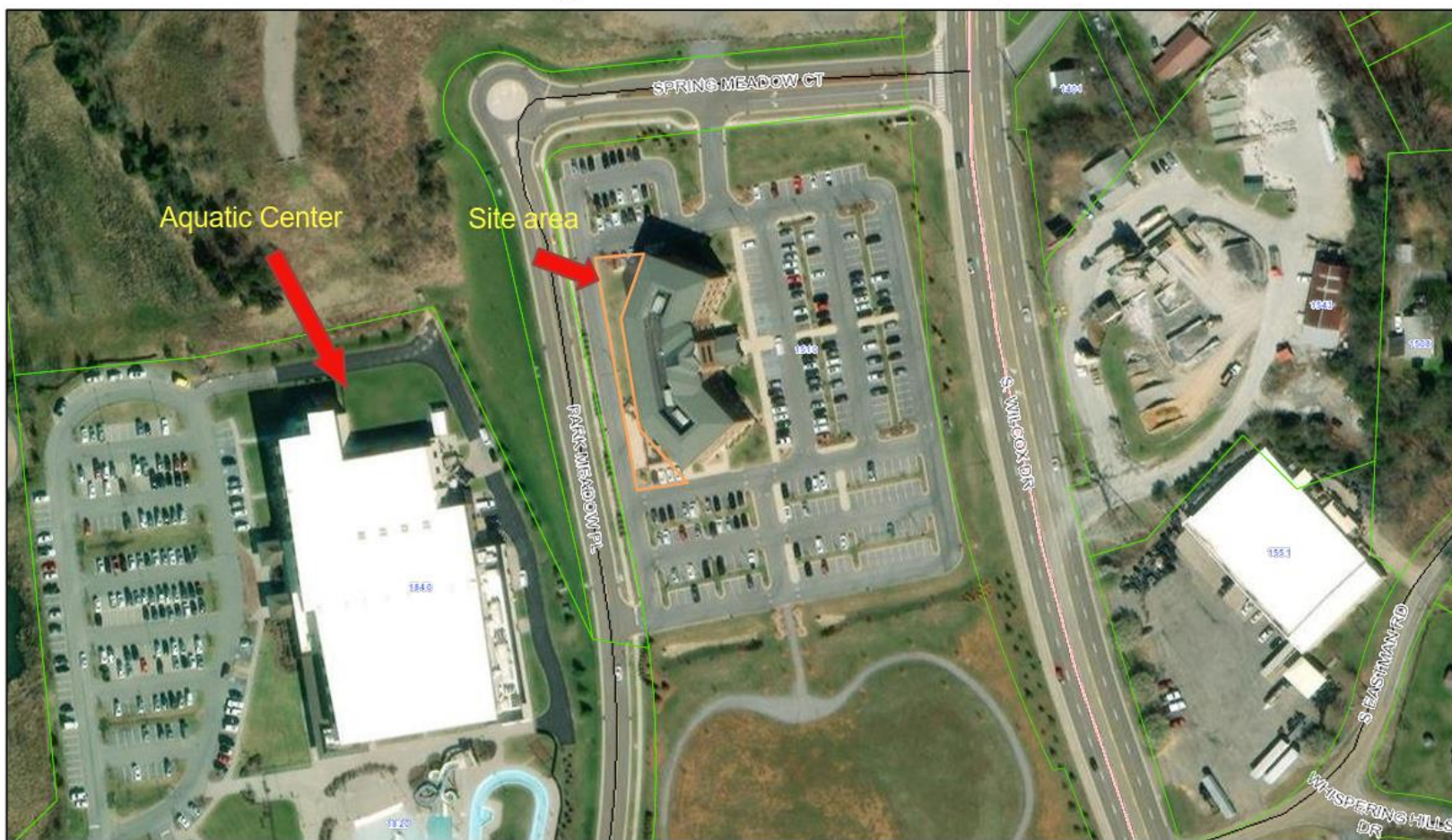
Respectfully Submitted,

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Terry Cox, Chairman

<b>Property Information</b>	<b>ECU Support Center additional development</b>		
<b>Address</b>	1510 South Wilcox Dr.		
<b>Tax Map, Group, Parcel</b>	Tax Map 076 Parcel 006.93		
<b>Civil District</b>	13 <sup>th</sup> Civil District		
<b>Overlay District</b>	Gateway District		
<b>Land Use Designation</b>	Industrial		
<b>Acres</b>	+/- .15		
<b>Existing Use</b>	Eastman Credit Union	<b>Existing Zoning</b>	BC
<b>Proposed Use</b>	Eastman Credit Union	<b>Proposed Zoning</b>	BC
<b>Owner/ Applicant Information</b>		<b>Intent</b>	
<b>Name:</b> Mary Darnell <b>Address:</b> 115 E. Watauga Avenue <b>City:</b> Johnson City <b>State:</b> TN <b>Zip Code:</b> 37601 <b>Email:</b> mdarnell@t-1.com <b>Phone Number:</b> (423)-989-0402		<b>Intent:</b> To receive Gateway approval for a BC zone additional development project for the Eastman Credit Union Support Center.	
<b>Planning Department Recommendation</b>			
<p><b>(Approve, Deny, or Defer)</b></p> <p><b>The Kingsport Planning Division recommends plan approval for the following reasons:</b></p> <ul style="list-style-type: none"> <li>The submitted plans meet the requirements of the Gateway overlay in the BC zone.</li> <li>The development is scheduled for Planning Commission approval on July 17, 2025.</li> <li>Civil Plan approval is still needed.</li> </ul> <p><b>Staff Field Notes and General Comments:</b></p> <ul style="list-style-type: none"> <li>The site plan displays all necessary information and will add 3 pavilions, a new data center, and a new storage enclosure.</li> <li>A formal grading, drainage, utility, and lighting plan were not needed for this development project.</li> <li>A formal landscape plan was not required for this project. A landscape plan is only needed if 10 or more parking spaces are being added or 5,000 SF of paved area.</li> </ul> <p>Staff recommends granting contingent Gateway approval for the ECU Support Center's additional development following civil plan approval.</p>			
<b>Planner:</b> Samuel Cooper		<b>Date:</b> 7/18/2025	
<b>Gateway Commission Action</b>		<b>Meeting Date</b>	7/18/2025
<b>Approval:</b>			
<b>Denial:</b>		<b>Reason for Denial:</b>	
<b>Deferred:</b>		<b>Reason for Deferral:</b>	

# ECU Support Center additions Site Map



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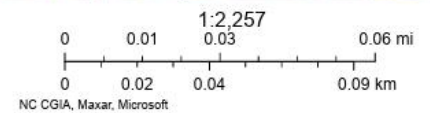
Sullivan County Parcels Jan 2023

Parcels

Streets

Interstate

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



Web AppBuilder for ArcGIS

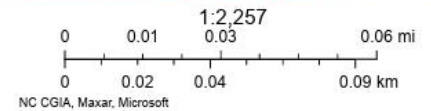


# ECU Support Center Zoning - BC, Business Conference Center District



7/8/2025, 10:06:18 AM

Streets	Private Street	B-2E	B-3	GC	P-D	PUD	R-2	TA
Interstate	Ramp	A-1	B-3	M-1	PBD-3	PVD	R-3	TA-C
Expressway	City Zoning	A-2	B-4	M-1R	PBD*	R-1	R-3A	UAE
Major Arterial	<Null>	AR	B-4P	M-2	PD	R-1A	R-3B	Urban Growth Boundary
Minor Arterial	TA/C	B-1	B-4P	MX	PMD-1	R-1B	R-4	Kpt 911 Address
Collector Street	R-S	B-2	BC	P-1	PMD-2	R-1C	Split	
Local Street	GC							

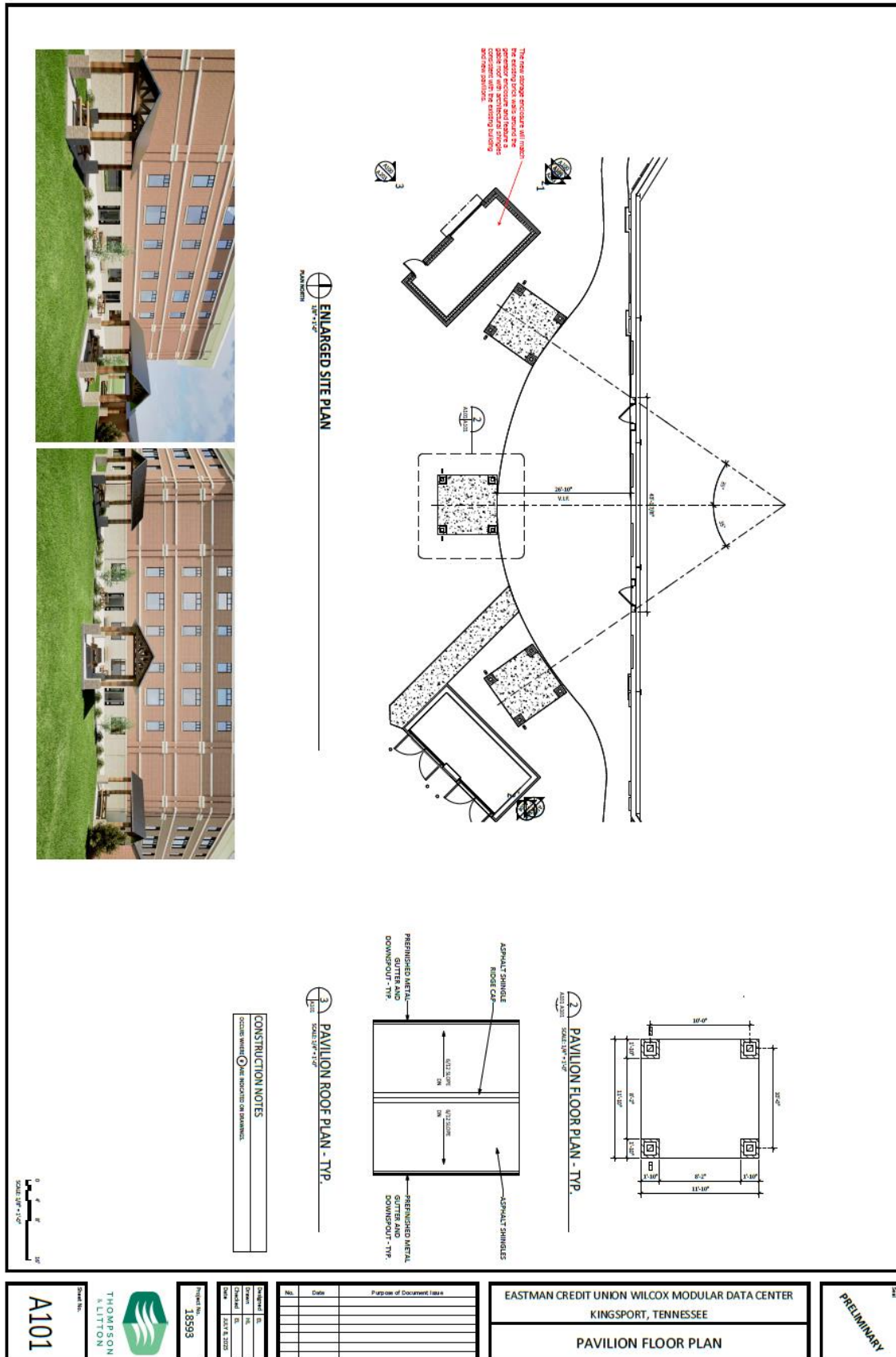


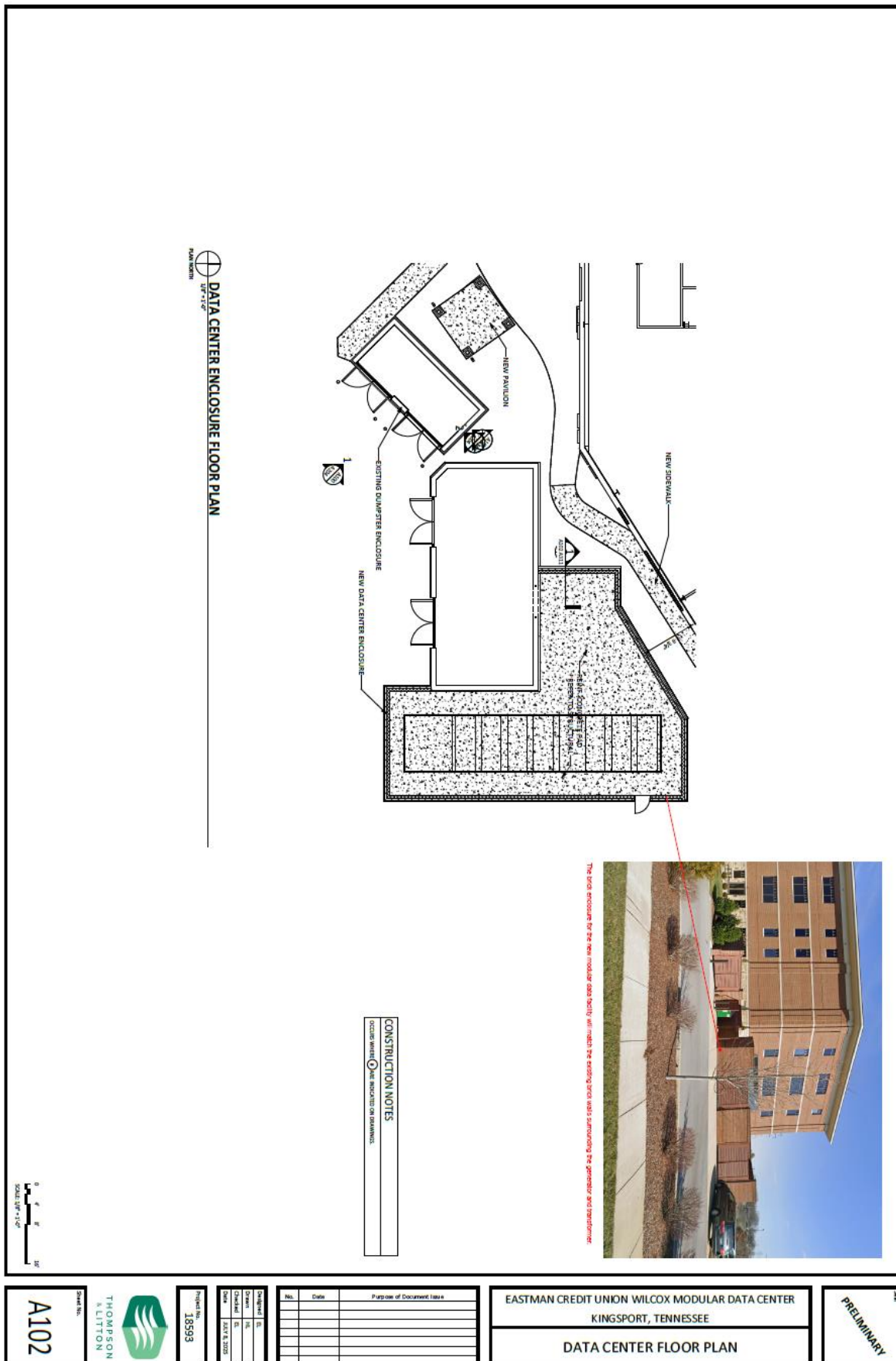
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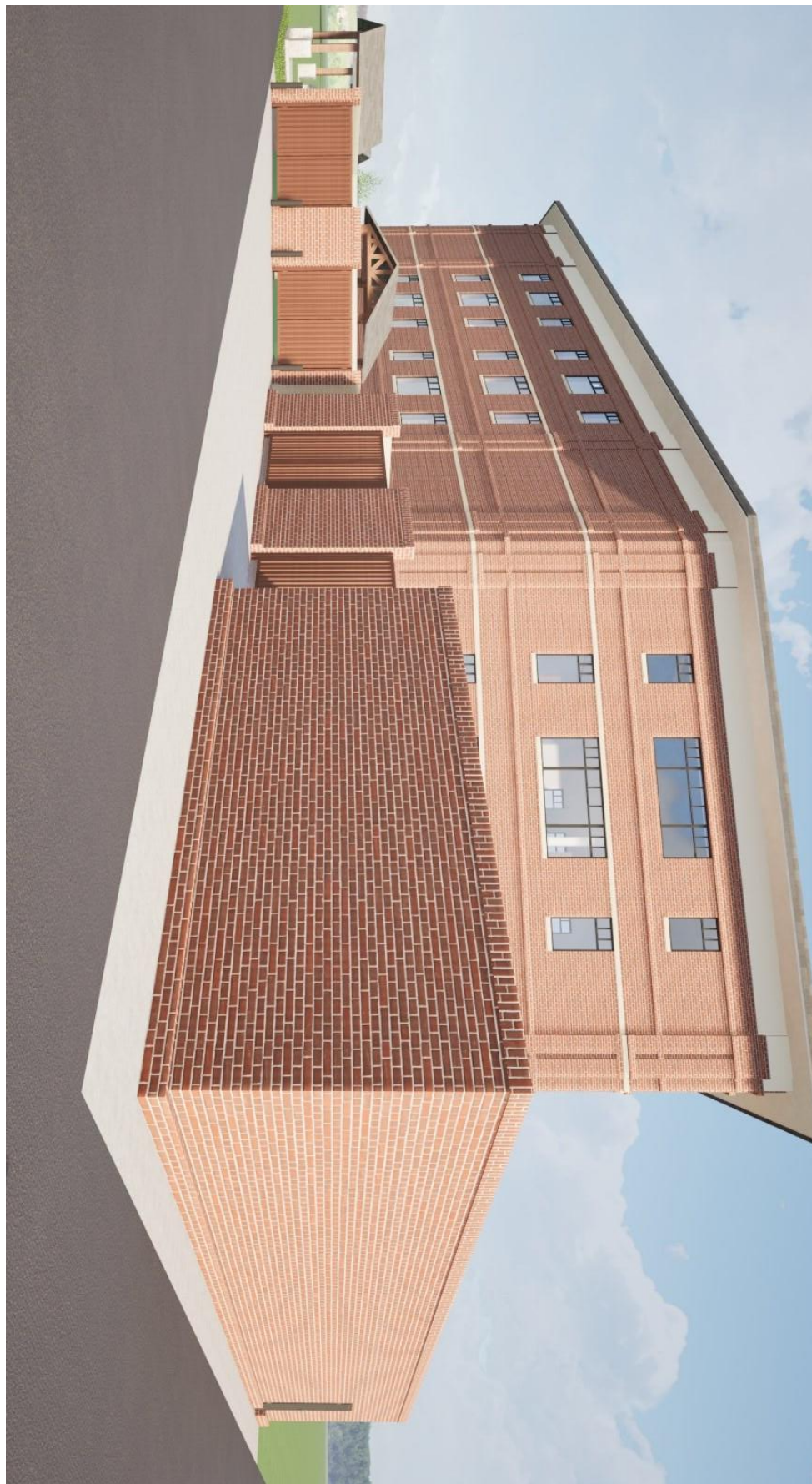
Architectural Plans



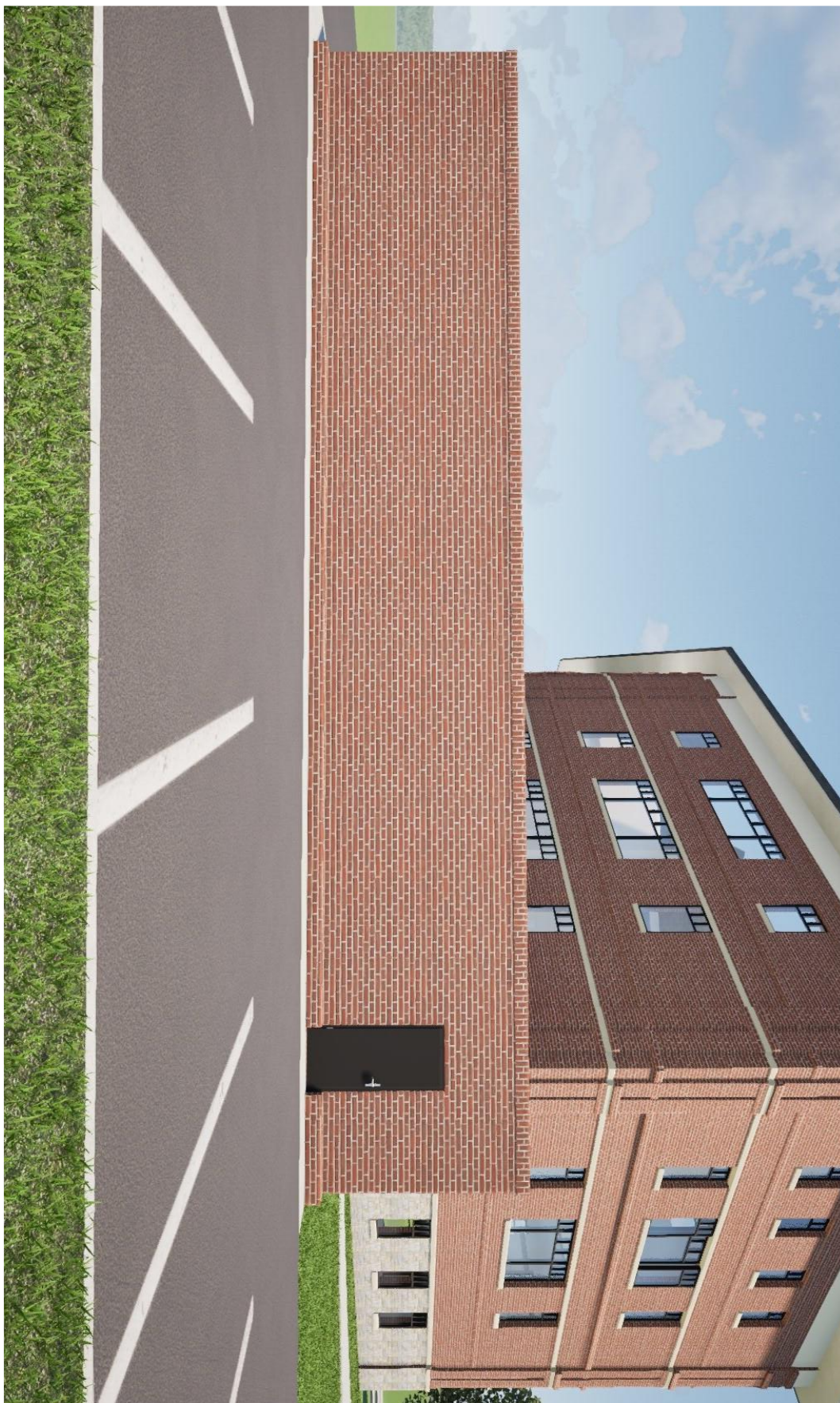














Pavilion Property View





Pavilion Property View





Data Center Property View



### **Site Analysis**

#### **1. Site Plan**

- a.** The site map displays all necessary base zoning standards and adequately identifies the proposed additions and relocation of existing structures.

#### **2. Architectural Plans**

- a.** The architectural plan displays neutral, earth-tone colors in line with the Gateway Standard.
- b.** The new pavilions will be made of prefinished metal gutters and downspouts; asphalt shingles, wood posts, and stone.
- c.** The screening for the new data center will be an extension of the current brick enclosure that surrounds the existing generator and transformer.
- d.** The new storage enclosure will match the existing bricks used on the principal structure and all other brick walls. The gable roof will have architectural shingles which will be consistent with the principal structure and new pavilions.

### **Recommendation**

Staff recommends granting contingent Gateway approval for the ECU Support Center's additional development project following approval of the civil plans.

<b>Property Information</b>	100 Breckenridge Trace – Premier Transportation Additions		
<b>Address</b>	100 Breckenridge Trace, Kingsport, TN		
<b>Tax Map, Group, Parcel</b>	Tax Map 106, Parcel 026.51		
<b>Civil District</b>	14 <sup>th</sup> Civil District		
<b>Overlay District</b>	Gateway District		
<b>Land Use Designation</b>	Industrial		
<b>Acres</b>	+/- 2.441 acres		
<b>Existing Use</b>	Vacant	<b>Existing Zoning</b>	MX, Mixed-Use
<b>Proposed Use</b>	Premier Facility	<b>Proposed Zoning</b>	MX, Mixed-Use
<b>Owner/ Applicant Information</b>		<b>Intent</b>	
<b>Name:</b> Nicholas Cazana <b>Address:</b> <b>City:</b> <b>State:</b> <b>Zip Code:</b> <b>Email:</b> ngcazana@ciprop.com <b>Phone Number:</b> 865-584-3967		<b>Intent:</b> <i>The applicant is seeking Gateway approval, for the alteration of the proposed fencing for the, MX zoned, Premier Transportation Facility.</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>Premier Transportation is returning to the Gateway Commission to seek permission to alter their proposed fencing by removing the black coating from portions of the fencing that are not visible from Breckenridge Trace road.</li> <li>Planning staff have reviewed all submissions and recommend giving Gateway approval.</li> <li>The development received Planning Commission approval on May 15, 2025 and Gateway approval on June 20, 2025.</li> </ul> <b>Staff Field Notes and General Comments:</b> <ul style="list-style-type: none"> <li>Staff recommends granting Gateway approval for the Premier Transportation alterations.</li> </ul>			
<b>Planner:</b> Samuel Cooper		<b>Date:</b>	7/18/25
<b>Gateway Commission Action</b>		<b>Meeting Date</b>	7/18/25
<b>Approval:</b>			
<b>Denial:</b>		<b>Reason for Denial:</b>	
<b>Deferred:</b>		<b>Reason for Deferral:</b>	



# 100 Breckenridge Trace Site Map



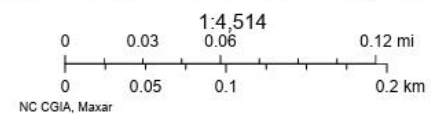
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Sullivan County Parcels Jan 2023

Parcels  
Streets

Interstate

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



Web AppBuilder for ArcGIS



## 100 Breckenridge Trace Zoning - MX, Mixed-Use



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Sullivan County Parcels Jan 2023

 Parcels

City Zoning

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— TA/C  
■ R-5

7/18/25

7/18/23

GC B-2 BC P-1 PMD-2 R-1C Split  
 B-2E B-3 GC P-D PUD R-2 TA  
 A-1 B-3 M-1 PBD-3 PVD R-3 TA-C  
 A-2 B-4 M-1R PBD1R R-1 R-3A UAE  
 AR B-4P M-2 PD R-1A R-3B Kpt 911 Address  
 B-1 B-4P MX PMD-1 R-1B R-4

1:4,514

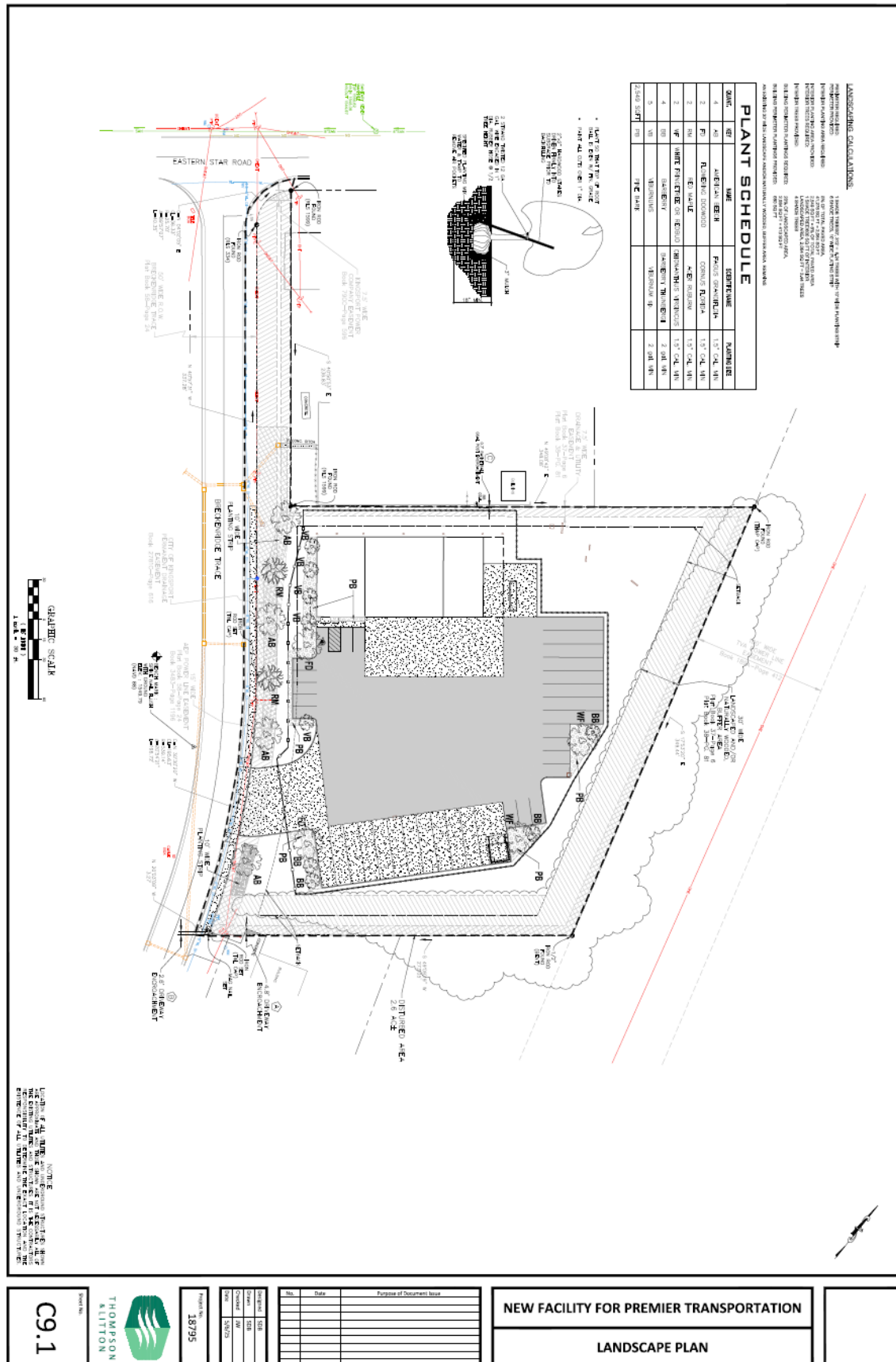
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0 0.05 0.1 0.2 km

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## Original Plans



QTY	SYM	COMMON NAME	PLANTING
4	AB	ARCTIC BIRCH	1" x 1/2" x 1/2"
2	BB	BURBANK BIRCH	1" x 1/2" x 1/2"
2	CB	CORONADO BIRCH	1" x 1/2" x 1/2"
2	DB	DEER BIRCH	1" x 1/2" x 1/2"
2	EB	EMERALD BIRCH	1" x 1/2" x 1/2"
2	FB	FORSYTHIA BIRCH	1" x 1/2" x 1/2"
2	GB	GRAND BIRCH	1" x 1/2" x 1/2"
2	HB	HAWK BIRCH	1" x 1/2" x 1/2"
2	IB	IRISH BIRCH	1" x 1/2" x 1/2"
2	JB	JAPANESE BIRCH	1" x 1/2" x 1/2"
2	KB	KOREAN BIRCH	1" x 1/2" x 1/2"
2	LB	LEWIS BIRCH	1" x 1/2" x 1/2"
2	MB	MICHIGAN BIRCH	1" x 1/2" x 1/2"
2	NB	NORWAY BIRCH	1" x 1/2" x 1/2"
2	OB	ORANGE BIRCH	1" x 1/2" x 1/2"
2	PB	PINE BIRCH	1" x 1/2" x 1/2"
2	QB	QUEEN BIRCH	1" x 1/2" x 1/2"
2	RB	RED BIRCH	1" x 1/2" x 1/2"
2	SB	SILVER BIRCH	1" x 1/2" x 1/2"
2	TB	TIMBER BIRCH	1" x 1/2" x 1/2"
2	UB	ULM BIRCH	1" x 1/2" x 1/2"
2	VB	VIRGINIA BIRCH	1" x 1/2" x 1/2"
2	WB	WISCONSIN BIRCH	1" x 1/2" x 1/2"
2	XB	YUKON BIRCH	1" x 1/2" x 1/2"
2	YB	YUCCA BIRCH	1" x 1/2" x 1/2"
2	ZB	ZEPHYRUS BIRCH	1" x 1/2" x 1/2"



Northern Property View





Southern Property View



**Site Analysis**

**1. Landscape Plan**

- a. The plan still displays the required 30' development free periphery zone as well as the required 30-foot front & rear yard and 15-foot side yard minimum building setbacks. Premier's representative has confirmed that the natural woods will act as a buffer, hiding the fence from the adjoining neighborhood properties. The 5' fence would leave a 5' gap between Premier's fence and the neighboring warehouse on the north side of the property. Premier is proposing that the black coated fence only be placed along the front of the property facing Breckenridge Trace, which is the only part of the development exposed to the public. The black coated fence would then turn 10' on each end and connect with a 6' chain link fence encompassing the rest of the proposed property.

**Recommendation**

Staff recommends granting Gateway approval for the Premier Transportation alterations.