



MEMO

PROJECT: MHM_23042 | Emporium Performing Arts
DATE: May 01, 2025
FROM: Project Team - McCarty Holsaple McCarty, Inc. (MHM)
SUBJECT: Encroachment Permit Request

On behalf of the The Arts & Culture Alliance we are seeking encroachment permitting to proceed with the renovation of the basement of 100 S. Gay Street (the Emporium Building) to create an immersive digital gallery and small performance venue. A significant portion of this project will take place within the city-owned right-of-way beneath the Jackson Avenue ramp, activating an underutilized area below existing infrastructure. This space will serve as a new exterior pre-function/ patio area, and serve as the primary entrance to this project located in the basement of The Emporium.

The project aligns with the established downtown design guidelines and will transform a previously unoccupied space into a vibrant, pedestrian-friendly area. Key improvements include the installation of new windows, a thoughtfully designed entrance, and a creative screening solution that complements yet differentiates itself from the surrounding concrete and masonry ramp and the historic masonry of the Emporium Building. The proposed signage is also consistent with the design guidelines and will be submitted for review at a later date.

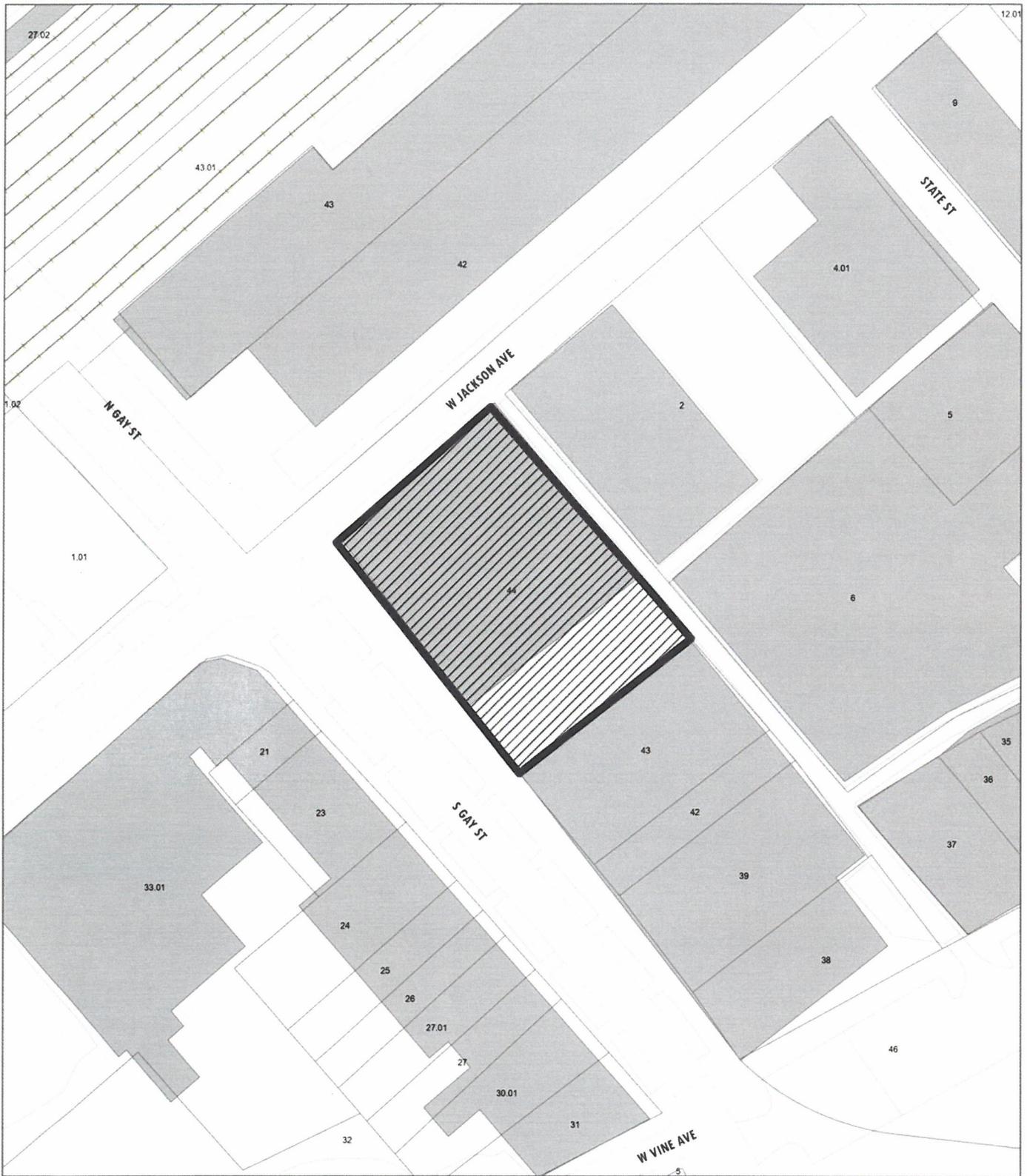
We are seeking approval to proceed with construction, recognizing that portions of the project occupy the city-owned right-of-way as indicated in the following pages.

The project has already been reviewed and approved by the Downtown Design Review Board within the scope of their jurisdiction.

Thank you,

A handwritten signature in black ink, appearing to read 'J. Hare'.

Justin Hare
ASSOC. AIA | jhare@mhminc.com



100 S. Gay St.
**Level 2: Addition to an existing building/
 structure**

**Petitioner: The Arts & Culture Alliance of
 Greater Knoxville- Emporium
 Performing Arts**

