

**Planning Board
Meeting Minutes
Monday, June 8, 2026
5:30 PM**

Present: John Arnaud, Curtis Baker, Sharon Bryant, Michael Careccia, Kyle Case, Tammy Greene, Lucy McCarl, Dontrell Parson, Joey Petrack, Edward Terry
City Staff: Matt Duchan, Kim Staines, Hannah Williams
Absent None

Opening Session

1. A quorum was established.
2. Chairperson McCarl called the Planning Board Meeting to order.
3. Upon a motion by Board Member Careccia and seconded by Vice-Chair Case, Planning Board voted 10 to 0 to approve the May, 11, 2026 minutes as presented.

New Business

1. Matt Duchan presented the Special Use Permit SUP 1-26 for a 145-foot monopole wireless communication tower for Verizon at 208 Polychem Court. Included in the presentation to the board were the requirements for the cell tower in ordinance 910.1-912.1 and how the applicant meets those requirements.
Planning staff recommends approval of the Special Use Permit. The staff report and findings were submitted for the record.

Findings:

No Special Use Permit shall be approved unless the Planning Board and City Council find that:

1. The proposed special use will comply with all height, yard, lot and area requirements and other regulations of the district in which it is located unless otherwise specified. The Tower Facility will comply with all height, yard, lot and area requirements as shown on the attached site plan, specifically the tower height and setback requirements of Sections 910.12 and 911.1. The proposed tower will be 145 feet tall, which is less than the maximum height of 165 feet prescribed by the ordinance. The tower will be setback at least 73.1' from adjacent property lines and 78.7' from the PolyChem Alloy building, which meets the required minimum of 50% of its height as from adjacent property lines and buildings.
2. All driveways will be designed with respect to such matters as proper ingress and egress for automobiles in order to minimize traffic congestion and increase pedestrian safety and conveniences. The driveway to the tower will be a gravel driveway within a 30' access easement off of the existing parking lot at the PolyChem Alloy property. The tower will generate an average of one vehicle trip per month for maintenance via the existing driveway off Polychem Court. The

driveway design will facilitate proper ingress and egress for authorized service vehicles.

3. Off-street parking and loading areas will be provided in compliance with Section 1000 and off-street loading will be provided in compliance with Section 1001 of Lenoir's Zoning Ordinance. The Tower Facility is a passive, unoccupied use which will only generate an average of one vehicle trip per month for maintenance via the existing driveway off Polychem Court. The monthly maintenance visit will not impact local streets or traffic. Aside from the proposed gravel driveway for the tower, there will be no off-street parking or off-street loading associated with the Tower Facility.

4. The establishment of the special use will not hinder the normal and orderly development and improvement of surrounding property for uses already permitted in the district. The Tower Facility is a passive, unoccupied use with limited impacts to uses already developed in the district. The only interaction with surrounding properties is providing reliable wireless telecommunication services in the area.

5. Any required screening and landscaping will be designed or planted with full consideration of the effectiveness of individual plant types, dimensions, and characteristics in minimizing the noise, glare, visual impacts and other economic effects on adjoining properties. The Tower Facility will be screened by the existing mature trees and vegetation surrounding the property. If the existing buffer is damaged, a new buffer meeting the Sec. 712 Buffer and Screening standards will be required.

6. Any permitted signs and proposed exterior lighting will be designed to reduce glare and to mitigate any adverse effects of sign size and height; so as to make the signs aesthetically pleasing and compatible with adjoining properties. The Tower Facility will have minimal signage. Signs are typically affixed to the gate of the compound and provide site identification, emergency call numbers and other information as required by the FCC. The Tower Facility will be designed in compliance with the City's requirements for exterior lighting. Exterior lighting will be limited to the minimum necessary for safe operation.

7. The exterior architectural appearance and functional plan of any proposed building or structure will not vary greatly from any buildings or structures already in construction or in the course of construction in the immediate vicinity or from the character of the applicable district, so as to cause a substantial depreciation in the property values of the immediate vicinity. The buildings associated with the Tower Facility are limited to the enclosures for base station equipment that will be placed within the fenced compound area. These enclosures typically have the appearance of a pre-fabricated construction trailer or weatherproof outdoor cabinets that are typical of similar utility installations. This type of building or enclosure is common in Industrial settings and therefore the appearance of this tower facility will be compatible with the general area. The Tower Facility will not cause a substantial depreciation in the property values in the immediate vicinity.

8. The type, size, hours of operations, location of the use upon the site, and intensity of the proposed special use will not be harmful or annoying to

surrounding properties. Industrial properties are located to the north, west and south and undeveloped wooded properties to the east. Its only interaction with surrounding properties is providing reliable wireless telecommunication services in the area. There are no activities associated with the site that will produce odor, vibration, heat, glare or traffic. All equipment and materials needed to operate the site will be located within the proposed fenced area at the base of the support structure. The only noise generating equipment is the emergency back-up generator which will be limited to emergency purposes and occasional testing. The emergency generator is vital to provide service during power outages when communication is needed most.

Staff Recommendations:

Staff recommends approval of the requested Special Use Permit for the proposed 165-foot-tall monopole design communication tower, with the following conditions:

1. Approval of this special use permit request is only valid for the development of the proposed communications tower as shown on the submitted plans. Future modifications to allow for the co-location of additional service providers are allowed, provided such modifications do not increase the height of the tower, or change the design of the tower to anything other than a monopole design.
2. The applicant must maintain the minimum liability coverage required by Sec. 910.2 in full force and effect until such time as all above-ground portions of the facility have been removed and all other conditions of the Maintenance & Removal Agreement have been satisfied.
3. All above-ground portions of the communication tower must be removed within 90 days of the cessation of operations, or the facility may be removed by the City as provided in the applicant's Maintenance/Removal Agreement by the City. The costs of removal will be recovered from the applicant's bond or other security.
4. The applicant shall continue the \$10,000 bond or other security until such time as the facility has been removed and all other requirements of its Maintenance/Removal Agreement have been satisfied.
5. No advertising logo is permitted on the tower.
6. The facility must remain an unmanned facility, with occasional on-site checks for operational purposes by staff.
7. Valid permits must be obtained for this project and all construction must meet the requirements of the City of Lenoir Code of Ordinances, the North Carolina State Building Code, the North Carolina State Fire Code, and any other federal, state, or local regulation that applies.
8. If a building permit has not been issued within 24 months of the adoption of the Special Use Permit, the approval shall be considered null and void.

Attorney, David Ray at 2808 Wind Bluff Circle, Wilmington, NC presented a PowerPoint discussing the communication tower and reiterating points that were made by planning staff. Mr. Ray was appreciative of the detailed presentation

given by the Planning Department.

Applicant, Mark Roberts at 1530 PB Lane, Wichita Falls, TX discussed the need for the tower and the reasoning behind the chosen location.

Board members questions were answered by both staff and Mr. Roberts.

Vice-Chair Case, made a motion to approve the Special Use Permit application SUP 1-26 and staff findings as presented by staff and call for a Public Hearing for City Council to consider the request on July 26, 2026, motion seconded by Board Member Baker. Planning Board voted 10 to 0 to approve as presented.

Old Business

1. Director Hannah Williams discussed changes made to the Historic Preservation Ordinance. The ordinance was voted on and approved at the May, 11, 2026 Planning Board Meeting. No further vote is needed by the Planning Board. The Historic Preservation Ordinance public hearing for City Council will be June 16, 2026.

At this time, Chairperson Sharon Bryant, called the joint meeting with Board of Adjustment to order.

2. Director Hannah Williams presented the proposed changes to the Joint Rules of Procedure that were discussed at the May, 11, 2026 meeting. Additional proposed changes were discussed by the board, and the Joint Rules of Procedures was formally read with those updates.

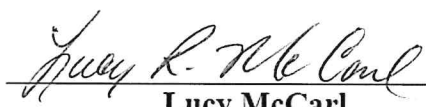
Board Member Careccia made a motion to approve the Joint Rules of Procedure, seconded by Board Member Parson. Planning Board voted 10 to 0 to approve and Board of Adjustment voted 5 to 0 to approve.

Other Business

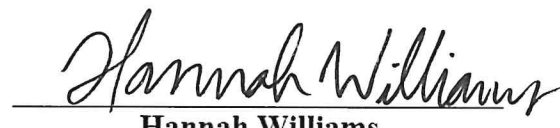
1. Staff provided an updated list of issued zoning permits to the board, as general information.

Adjournment

There being no further business, Chairperson McCarl adjourned the meeting at 6:38 p.m.



Lucy McCarl
Chairperson



Hannah Williams
Planning Director