



AGENDA
CITY OF LENOIR
CITY COUNCIL MEETING
905 WEST AVENUE
TUESDAY, OCTOBER 18, 2022
6:00 P.M.



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

- A. Underdown Avenue, Leto Place & Pad Place: A public hearing will be held to consider rezoning 15 parcels (4.9 acres) on Underdown Avenue, Leto Place and Pad Place, from I-2 (Heavy Industrial) to R-6 (Multi-Family Residential) based on the following consistency statement:

The request is consistent with policy concepts in the City's Comprehensive Plan to protect neighborhoods from inappropriate non-residential encroachment, and the recommended R-6 zone is consistent with the future land designations on the subject properties of "existing high density residential" and "future mixed use with commercial." The change is reasonable and in the public interest because it accommodates existing and future residential development in a convenient location served by city infrastructure.

- B. Quasi-Judicial Hearing; Special Use Permit, 212 Church Street NW: A quasi-judicial hearing will be held to consider a Special Use Permit for a ground-floor residential use on the subject property located at 212 Church Street NW.

Note: A quasi-judicial hearing is a hearing where the City Council is acting much like a judge or jury in court. City Councilmembers are not allowed to talk to people who are for or against an application prior to the hearing, or if they do, must disclose those conversations at the public hearing. City Council can only consider and make their decision based on the relevant, admissible evidence that is testified under oath and presented at the hearing.

Staff recommends approval of the Special Use Permit for ground floor residential use, based on the findings on Page 6 of the attached staff report, with the following conditions:

1. Any exterior improvement propose must meet the standards set forth by the U.S. Secretary of Interior Standards for the Treatment of Historic Properties.
2. The applicant must obtain a zoning permit from the Lenoir Planning Board and a change-of-use permit from the Caldwell County Building Inspector within two years of the issuance of the Special Use Permit.

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the City Council minutes of Tuesday, October 4, 2022 as submitted.
- B. Minutes: Approval of the minutes of the Committee of the Whole meeting of Tuesday, September 27 as submitted.
- C. Minutes: Approval of the closed session minutes of the Committee of the Whole meeting of Tuesday, September 27 as reviewed by the City Manager and City Council.
- D. ADA Transition Plan: Staff recommends City Council adopt the Americans with Disabilities Act (ADA) Transition Plan as submitted. The City of Lenoir contracted with Precision Infrastructure Management to develop an ADA Transition Plan to evaluate the City's adherence to ADA federal guidelines.
- E. DRL Group; Downtown Master Plan/The Campus Master Plan: Staff requests authorization from City Council to enter into a contract with DRL Group by Resolution for the development of the Downtown Lenoir Master Plan featuring The Campus and authorize the City Manager to sign the contract.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITYMANAGER

A. Items of Information

- 1. One-Stop Early Voting begins on Thursday, October 20 through Friday, November 4 from 8:00 a.m. – 7:30 p.m. and Saturday, November 5 from 8:00 a.m. – 3:00 p.m. at the Caldwell County Resource Center (Library) located at 120 Hospital Avenue.
- 2. The Planning Board will meet on Monday, October 24 at 5:30 p.m.
- 3. The Committee of the Whole will meet on Tuesday, October 25 at 8:30 a.m. at City Hall, Third Floor.
- 4. The Foothills Regional Airport Authority will meet on Wednesday, October 26 at noon at the airport facility.
- 5. The annual downtown Trick or Treat and the Mad Hatters Pumpkin Patch Parade will be held on Friday, October 28 from 3:00 p.m. – 6:00 p.m.
- 6. City Council will conduct one meeting in November on Tuesday, November 1 at 6:00 p.m. in the City/County Chambers. The Committee of the Whole will also not meet in November. The next City Council meeting will be on Tuesday, December, 6 at 6:00 p.m.

B. Items for Council Action

- 1. Ordinance; Second/Final Reading: Staff recommends adoption of an Ordinance Amending Chapter 13 of the Lenoir City Code to add Article V "Downtown Social District," directing Staff to Prepare a Management and Maintenance Plan and Detailed Map, and Providing for Severability, Codification, and an Effective Date as submitted. A public hearing and first reading was held on Tuesday, October 4.

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

X. ADJOURNMENT

CITY OF LENOIR**COUNCIL ACTION FORM: October 18, 2022****I. Agenda Item:**

Consideration of a city-initiated rezoning on Underdown Avenue to change 15 parcels from I-2 (Heavy Industrial) to R-6 (Multi-family Residential) on the City's Official Zoning Map following a public hearing;

II. Background Information:

City staff is recommending 15 parcels (~4.9 acres) on Underdown Avenue be rezoned from I-2 to R-6, consistent with the historic and current residential character of the street. All 15 parcels are currently developed with residential uses, or are intended to be developed with residential uses.

The Planning Board held a public meeting to consider this request on September 26, 2022, and recommended approval of the requested zone change.

See attached staff report for the analysis supporting this request.

III. Staff and Planning Board Recommendation:

Approval of the rezoning as presented, based on the following consistency statement:

The request is consistent with policy concepts in the City's Comprehensive Plan to protect neighborhoods from inappropriate non-residential encroachment, and the recommended R-6 zone is consistent with the future land designations on the subject properties of "existing high density residential" and "future mixed use with commercial." The change is reasonable and in the public interest because it accommodates existing and future residential development in a convenient location served by city infrastructure.

IV. Reviewed by:

City Attorney: _____

Finance Director: _____


Planning Director: _____



Staff Report

Zoning Amendment

CASE NUMBER R #5-22

LOCATION MAP/AERIAL PHOTOGRAPH



Subject Properties:

Underdown Avenue

Abutting properties
outlines in teal were
mailed notices.

*See full list of pro-
posed properties in Ap-
pendix A.

SUMMARY

Owner

Multiple

Applicant

City of Lenoir

Location

Underdown Avenue, Leto
Place, and Pad Place (west of
Jennings St intersection).

NC PIN

Multiple

Project Planner

Hannah Williams, CZO

Updated October 5, 2022

Proposed Amendment:

City staff is recommending 15 parcels (~4.9 acres) on Underdown Avenue be rezoned from I-2 (Heavy Industrial) to R-6 (Multi-family Residential), consistent with the historic and current residential character of the street.

Staff Recommendation:

Approval, based on the consistency statement on page 7.

Planning Board Recommendation:

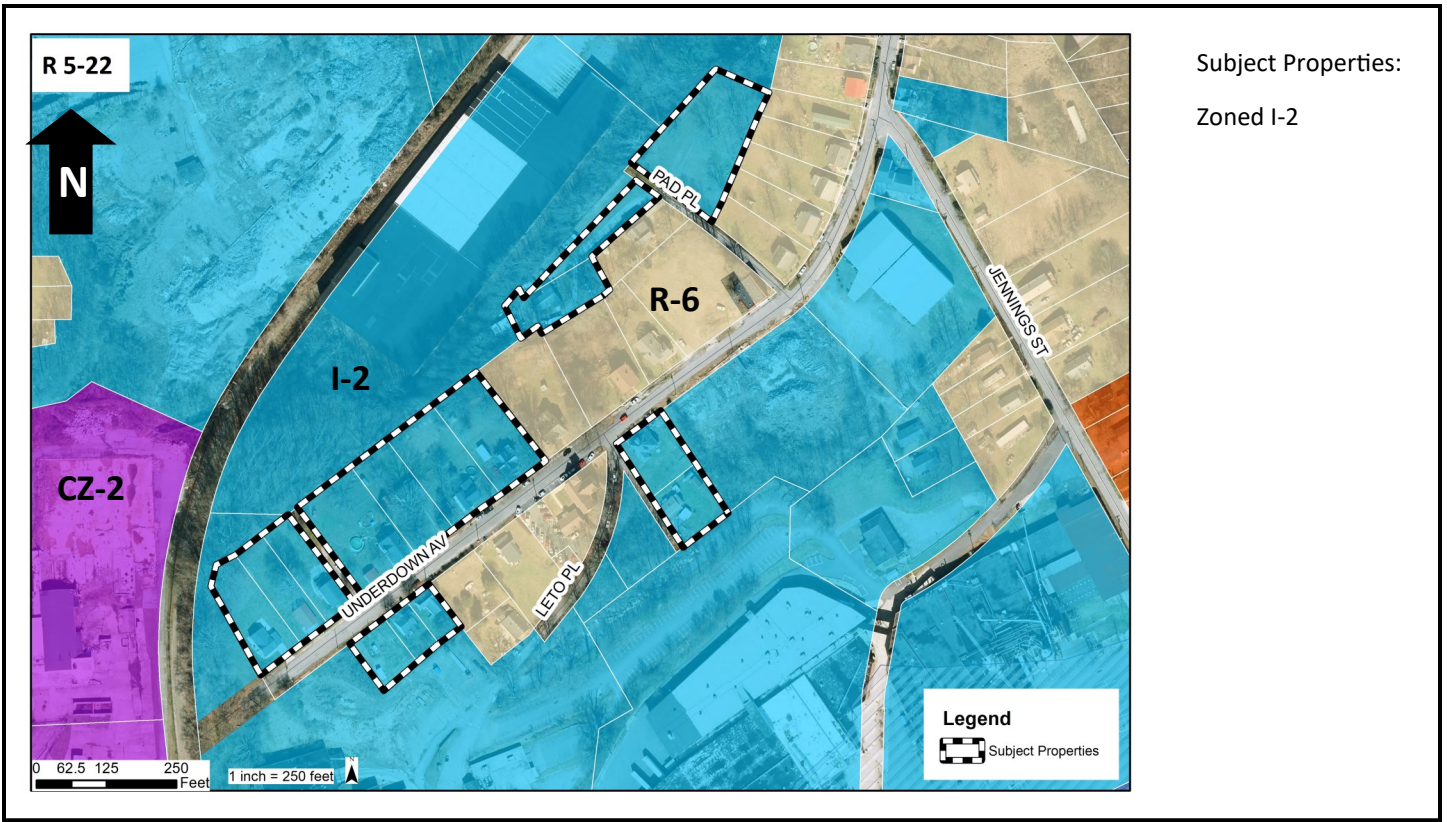
Approval of the request as presented by staff.

Public Comment: None

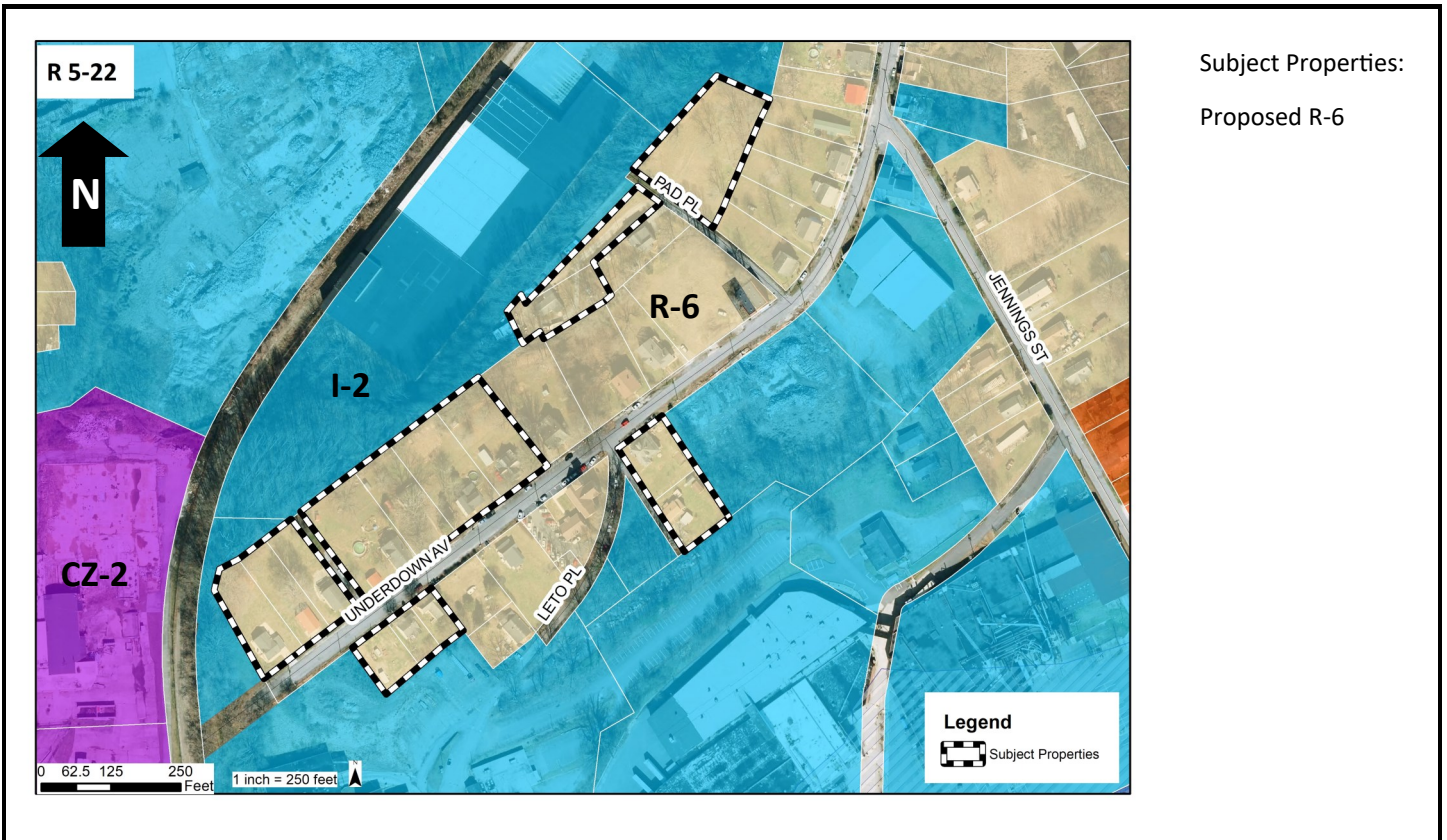
Planning Board Meeting: Scheduled for September 26, 2022. Notices were mailed to adjacent property owners on September 16, 2022.

City Council (Public Hearing): Scheduled for October 18, 2022.

EXISTING ZONING



PROPOSED ZONING



BACKGROUND AND ANALYSIS

Zoning Map Amendments

The City of Lenoir Zoning Ordinance establishes an official zoning map/atlas for the City of Lenoir. The zoning map may be amended from time to time by the City Council when public necessity, convenience, general welfare, or good zoning practice justifies the amendment. The zoning map cannot be changed until the Planning Board reviews the request and makes a report to City Council on the proposed change and the City Council holds a public hearing to consider the request.

Intent of the Zoning Districts

The I-2 Heavy Industrial zoning district is intended to produce areas for intensive manufacturing, processing, and assembly uses, controlled by performance standards to limit the effect of such uses on adjacent districts.

The R-6 Residential (multi-family) zoning district is intended to establish and preserve areas for medium and high density residences, including single family, doublewide manufactured homes, duplexes, townhomes, multi-family developments, and other compatible uses at appropriate densities.

Subject and Surrounding Properties

The 15 subject properties are located on the westernmost block of Underdown Avenue west of Jennings Street and are developed with single family homes and accessory uses. See Appendix A for a full list of properties proposed for this rezoning. This area is on the western edge of the Lerinco neighborhood. These lots are southwest of downtown and north of the industrial area along Morganton Boulevard. The subject properties are separated from the industrial uses to the south and west by grade change and the rail line.

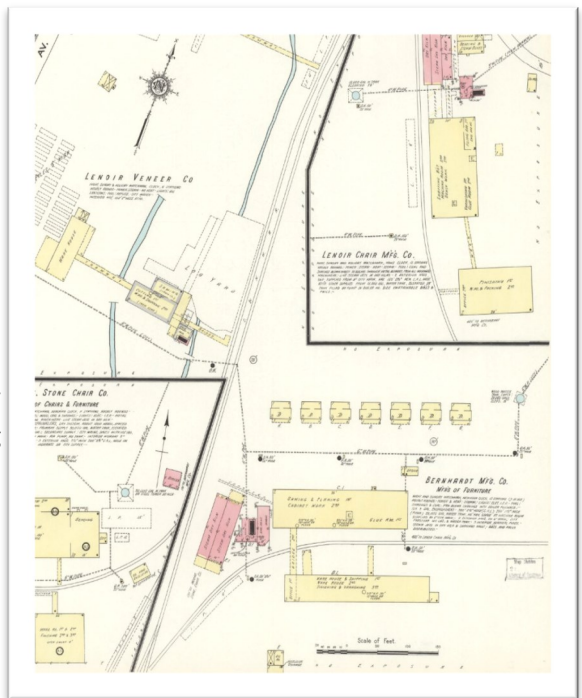
Reason for Request

The incongruent zoning came to staff's attention when a property owner was attempting to subdivide a 7,000 square foot lot (see Appendix B), with frontage on Underdown off of the Minton Ventures Tract (formerly Bernhardt). The proposed lot followed historic limits of industrial uses, and was consistent with other residential lots on Underdown, but the 7,000 square foot lot was rejected by staff because the property is zoned I-2 (Heavy Industrial) which requires at least 20,000 square feet per lot.

The R-6 district allows for lot sizes 6,000 SF and greater, which would accommodate the proposed lot split. This prompted staff to review the Underdown Ave residential development pattern, noting that many of the single-family houses on the block are also zoned I-2, while others have R-6. The R-6 zoning district is much more appropriate for this area, and will allow for continued residential uses and appropriate infill.

History of Underdown Avenue

Historically, the subject properties were developed with one-and-a-half story, frame dwellings for factory workers. The 1913 Sanborn maps show seven such buildings. Staff presumes that the industrial zoning was likely applied based on ownership by Bernhardt, but this street has always had residential uses. See Sanborn map to the right.



1913 Sanborn Map of Lenoir NC. Note the seven residences north of Bernhardt and east of the railroad.

BACKGROUND AND ANALYSIS

With the introduction of Lenoir's Zoning Atlas in 1978, many of the residential areas located adjacent to factory uses (and, perhaps, still owned by the industrial user) were zoned industrial. It is possible that the industrial zoning within the neighborhood was intended to accommodate future industrial expansion. However, today residential lots with industrial zoning can be problematic when properties are sold or refinanced, because new residential uses are prohibited in industrial zoning districts (except in certain circumstances regarding damage to an existing home).

Long Range Vision for the Area

This section of the Lerinco neighborhood borders the Fairfield South "Funkytown" area and Overmountain Victory Trail. Fairfield South is the adopted name of the industrial area west of Downtown Lenoir, sometimes called "Funkytown" due to commitment to a "funky" vibe, mixing residential and industrial land uses. The vision for the "Funkytown" area is to cultivate an industrial mixed-use neighborhood, where higher density housing types and residential amenities can co-exist with historic and new industrial uses. Some of the goals of the Fairfield South community visioning project have been achieved through the development of the Overmountain Victory Trail and historic preservation projects. Recently, Blue Bell at Lenoir Mills was rehabilitated to historic preservation standards for multifamily use. More adaptive re-use projects are underway for the area. The rails-to-trails greenway, which honors the Revolutionary War "Overmountain Men" patriot militia, crosses through this area to Morganton Boulevard. The greenway trail is just below the end of Underdown Avenue and is currently paved, although not fully open to the public at this time. The historic preservation developments and the greenway are and will be major points of interest in Lenoir for years to come, which makes the surrounding neighborhood appropriate for infill residential development. Retention of residential uses within walking distance to these amenities and Downtown Lenoir are in line with the City's long range goals.



BACKGROUND AND ANALYSIS

Comparison of Allowable Uses

Sec. 600 of the Lenoir Zoning Ordinance establishes a chart of permitted and special uses for each zoning district. There is almost no overlap in permitted and conditional uses between the residential districts and the industrial districts — they are established for very different purposes. The I-2 zoning district allows a wide range of industrial, commercial, and other non-residential uses — and it is the only district that accommodates the most intense manufacturing uses. The R-6 zoning district allows for a mix of residential uses at medium and high densities, with small lot sizes.

Comparison of Zoning Districts

	I-2	R-6
Development Standards	Min Lot Size— 20,000 SF Setbacks Front: 25' Side Yard: 0' Abutting side Street: 0' Minimum Rear Yard: 40' abutting residential, 0' otherwise	Min Lot Size - 6,000' Setbacks Front: 35' Side Yard: 10' Abutting side Street: 25' Minimum Rear Yard: 25'
Summary of Permitted Uses	Day Care Centers Kennels Eating and Drinking (w/ or w/o drive thru) Manufacturing & Processing: Boutique/Artisan, Light, Heavy Flea Market Greenhouse Hospital Junk yard Offices Public Service Facilities Personal Storage/Warehousing Indoor Recreation Shooting Range Retailing, Light & Intensive Services, Business and Personal, Automotive & Major Vehicle Studios and Specialty Schools Veterinarians	Accessory Cottage or Apartment Attached Dwellings Bungalow Court Dwelling, Single/Two-Family/Multi-family/Group Manufactured Home Zero Lot Line home **For special uses see Section 600, Table A in Lenoir Zoning Ordinance**

SURROUNDING MAP



STAFF RECOMMENDATION AND CONSISTENCY STATEMENT

Consistency with the Comprehensive Plan

When adopting or rejecting any zoning amendment, City Council must adopt a brief statement describing whether or not the action is consistent with the City's Comprehensive Plan, in accordance with G.S. 160D-605(a), and must also address the reasonableness of any proposed map amendments. Staff offers the following draft statement on the consistency and reasonableness of the request.

The future land use map identifies the subject properties as "existing high density residential" and "future mixed use with commercial." The R-6 zoning fits this vision and is consistent with other policy concepts found in the comprehensive plan. The plan encourages the development of attractive neighborhoods with a strong sense of place and aims to protect the residential character of Lenoir's neighborhoods from the encroachment of inappropriate non-residential development. By changing the zone from I-2 to R-6, this neighborhood would be protected from industrial encroachment, and these policy concepts are achieved. Staff finds the proposed re-zoning to be consistent with the goals of the Comprehensive Plan. The change is reasonable and in the public interest because it accommodates existing and future residential development in a convenient location served by city infrastructure.

PLANNING BOARD RECOMMENDATIONS

Approval of the request as presented by staff.

SITE PHOTOS



Above: Proposed lot to be subdivided from Minton Ventures

Below: Two residences off of Leto Place



Above: North side of Underdown Avenue

Below: Southside of Underdown Avenue



APPENDIX A

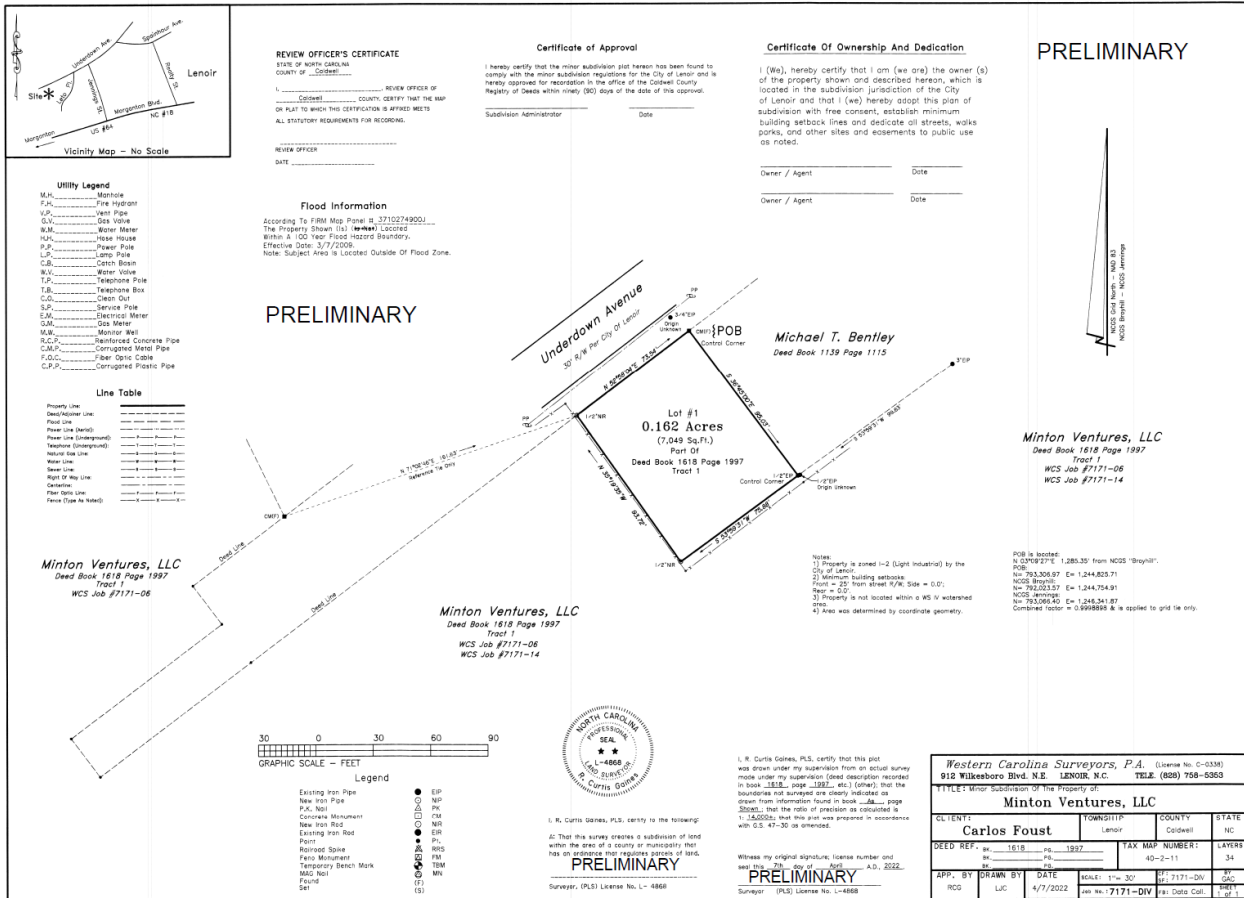
Proposed Properties

The following table shows a list of properties that are currently zoned I-2 (Heavy Industrial) that are proposed to be rezoned to R-6 (Mixed Density Residential). This includes a 7,000 SF portion of 1548 Morganton Blvd (NCPIN 2749427884), shown in detail in the preliminary subdivision plat below. Addresses, PINs, and Tax IDs were accessed on September 9th, 2022.

Address	NCPIN	Tax ID	Legal Description
1528 UNDERDOWN AV	2749435381	06 43 4 17	BK 2038, PG 1032
1524 UNDERDOWN AV	2749436345	06 43 4 16	BK 1652, PG 67
1522 UNDERDOWN AV	2749436389	06 43 4 15	BK 1673, PG 271
1516 UNDERDOWN AV	2749437486	06 43 4 14	BK 1855, PG 1515
1512 UNDERDOWN AV	2749438552	06 43 4 13	BK 454, PG 573
1510 UNDERDOWN AV	2749439529	06 43 4 12	BK 1933, PG 118
1506 UNDERDOWN AV	2749530631	06 43 4 11	BK 289, PG 629
1417 PAD PL	2749531838	06 43 4 3	BK 334, PG 161
1417 PAD PL	2749542010	06 43 4 2	BK 586, PG 173
1417 PAD PL	2749543195	06 43 4 21	BK 682, PG 56
1429 UNDERDOWN AV	2749533519	06 39 1 3A	BK 2055, PG 832
1501 LETO PL	2749533560	06 39 1 3	BK 653, PG 880
1517 UNDERDOWN AV	2749439312	06 40 2 6	BK 1139, PG 1115
1519 UNDERDOWN AV	2749438278	06 40 2 6A	BK 1139, PG 1115
A portion of: 1548 MORGANTON BV	2749427884	06 40 2 11	BK 1618, PG 1997

PRELIMINARY PLAT ON UNDERDOWN AVE*

The subdivision plat was proposed to Planning staff earlier this year. The proposed lot is currently part of the Minton Ventures tract (Lot #1), and at 7,000 SF is too small for the 20,000 SF lot size requirements of the I-2 zoning district. Lot #1 would be allowed in the R-6 zoning district.



CITY OF LENOIR
COUNCIL ACTION FORM: October 18,
2022

I. Agenda Item:

Consideration of a Special Use Permit (SUP) for a ground floor residence in the Central Business (B-3) zoning district.

II. Background Information:

The applicant is requesting a SUP to allow for a ground-floor residential use at the Courtney Warehouse building (212 Church St NW). This property is located within the boundaries of the Downtown Lenoir National Register Historic District and is zoned B-3 (Central Business District). Sec. 811 of the Lenoir Zoning Ordinance restricts the use of ground floors within the National Register Historic District to “active” uses (such as restaurant or retail), and non-active uses (such as office or residential) are allowed only with an approved SUP.

Staff report is attached. Following approval, staff will record a copy of the Special Use Permit, including the findings of fact and the special conditions with the Caldwell County Register of Deeds.

III. Staff and Planning Board Recommendation:

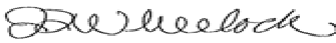
Planning staff and the Planning Board recommend approval of the requested quasi-judicial Special Use Permit for the proposed residential unit, based on the findings on page 6 of the attached staff report and subject to the following conditions:

- 1. Any exterior improvement proposed must meet the standards set forth by the US Secretary of Interior Standards for the Treatment of Historic Properties.*
- 2. The applicant must obtain a zoning permit from the Lenoir Planning Department and a change-of-use permit from the Caldwell County Building Inspector within two years of the issuance of the SUP.*

IV. Reviewed by:

City Attorney: _____

Finance Director: _____



Planning Director: _____



Staff Report

Special Use Permit

CASE NUMBER SUP #1/22

LOCATION MAP/AERIAL PHOTOGRAPH



 Subject Property

SUMMARY

Owner

William and Janet Huntsinger

Applicant

Janet Huntsinger

Location

212 Church St NW, behind the Courtney building at 818 West Av NW

NC PIN

2749777562

Project Planner

Hannah Williams

Updated October 5, 2022

Applicant's Request:

The applicant is requesting a Special Use Permit for a ground-floor residential use at the Courtney Warehouse in the National Register Historic District and in the Central Business District (B-3) zoning district.

Staff Recommendation:

Approval of the request, subject to the conditions in this report.

Planning Board Recommendation:

Approval of the request, including conditions proposed by staff.

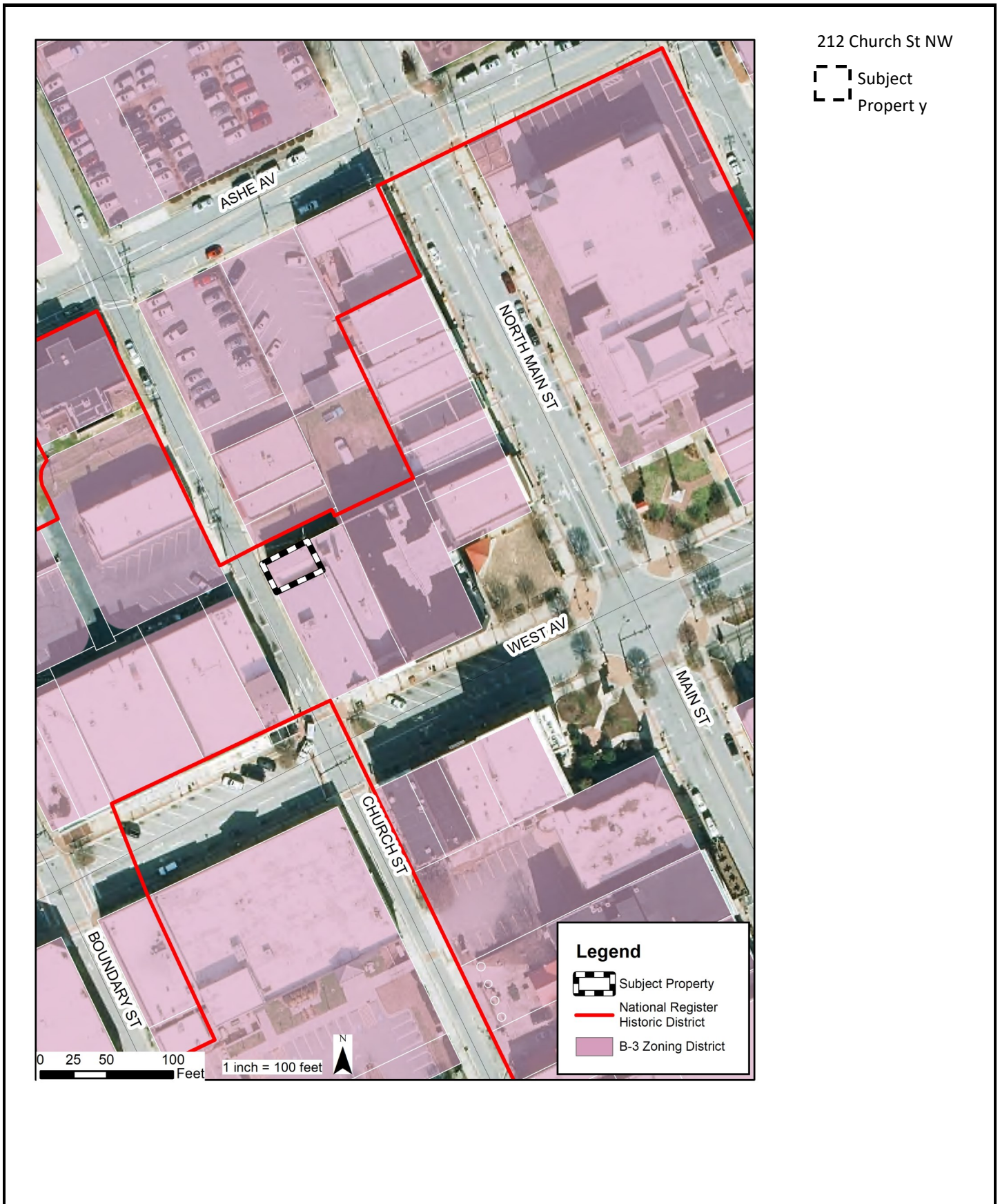
Public Comment: None

Planning Board Meeting: Scheduled for September 26, 2022. Notices were mailed to adjacent property owners on September 16, 2022.

City Council (Hearing): Scheduled for October 18, 2022. Notices were mailed to adjacent property owners on October 7, 2022.

*****This request is considered quasi-judicial. You should not discuss this case with decision makers outside of the scheduled public meeting*****

ZONING MAP



BACKGROUND AND ANALYSIS

Intent of Special Use Permits

Special uses are recognized in the zoning ordinance as uses which may be compatible with an area depending on the specific details of the project, its surroundings, and the level of services available to the site, but are not permitted "by right" in the zoning district. The special use permit process gives the City sufficient flexibility to determine whether a specific land use on a given site will be compatible with the environment and the Comprehensive Plan. Through the approval of a Special Use Permit, the Planning Board and City Council may set conditions or use limitations, thereby establishing a realm of acceptability for the particular use that will be neither arbitrary nor capricious, and will promote the spirit and character of the surrounding neighborhood. The process requires the Planning Board to review and make a recommendation to the City Council on the request. The City Council must then decide whether or not to issue a Special Use Permit following a quasi-judicial hearing.

Intent of the Zoning District

Article V of the Lenoir Zoning Code states:

B - 3 (Central Business) District is applied to the Downtown Core area of the City and is intended to promote the Downtown Central Business District as the city's central hub for financial, professional, cultural, and governmental business by providing a variety of supporting personal services, retail uses, restaurants, and gathering spaces that help support a vibrant, active downtown for people employed in and around the district as well as transient shoppers. The yard requirements within the district are designed to provide for infill development standards that are compatible with the concentrated development patterns commonly found in the historic downtown core. Demolitions of contributing historic structures are strongly discouraged, and the re-use and renovation of with active uses on the ground floor and residential apartments or offices located on upper floors is strongly encouraged. Those commercial activities which require an extensive use of land to market their products such as car dealerships and commercial establishments requiring outside storage are prohibited from the district.

Subject and Surrounding Properties

The subject property is a two-story, brick, Italianate building built in 1888, known as the Courtney Warehouse. This building is a contributing building in the Downtown Lenoir National Register Historic District. The subject building is on Church Street, adjacent to and on the same parcel as the Courtney Department Store, at 818 West Avenue. This building has been vacant for some time, but was built to serve as a warehouse to support the functions of the businesses within Courtney Buildings. It was also once a grocery store and a dry goods store. The current owners also own the Courtney Department Store, where they have established a hair salon on the ground floor. The subject property is also within the Municipal Service District, Lenoir's downtown tax district that supports revitalization projects in Downtown Lenoir. The property is in the primary fire district, which further limits construction materials through the building code.

The Courtney Warehouse is surrounded with other two and three story brick buildings in the downtown core of Lenoir, which are also zoned B-3. Most buildings in this district have their first floor units set up for retail and business uses, with the upper stories used for residential, office, or storage. Across Church Street from the subject property is the Folk Keeper Gallery, an art gallery and shop with a residential dwelling unit on the floors above. Just north of the subject property is a driveway that provides access to the rear of the buildings that face West Avenue.

Proposed Use

The applicant proposes to convert the Courtney Warehouse into a residential dwelling unit. According to the Downtown design criteria in Section 811 of the Lenoir Zoning Code, "first floor uses that are not open to the public (private offices, residential uses, and similar uses)" within the National Register Historic District can only be established with an Special Use Permit. This dwelling unit will be within the existing footprint of the Courtney Warehouse, and no exterior improvements are proposed at this time. The B-3 zoning district does not have setbacks or minimum lot sizes, and the building complies with the required street frontage and

BACKGROUND AND ANALYSIS

building height requirements.

National Register of Historic Places & B-3 Zoning

As stated above, the Courtney Warehouse is a contributing building in the National Register Historic District (see excerpt from the district registration materials on page 5). This designation means that it is a significant structure that helps keep this district historic. In order to maintain the contributing status of the subject property, staff is recommending that any exterior improvement proposed must meet the standards set forth by the US Secretary of Interior Standards for the Treatment of Historic Properties. Additionally, buildings within the Downtown Lenoir National Register Historic District are required to have “active ground floor uses,” unless the property is granted an SUP. Active ground floor uses are activities related to retail, restaurant, and some business/personal services. Preserving leasable space for these active uses is important because they add interest to the streetscape and encourage pedestrian activity. These uses usually have a wider range of hours into the evenings and weekends, which attract the public downtown and can increase economic vitality in the area. However, this specific location has not historically been an active ground floor use. It is midblock on Church Street, and is not disrupting a series of active uses on either side. The establishment of a residence here will not hinder the redevelopment of the commercial buildings along West Avenue that are primed for active ground floor uses.

Transportation and Access

The Courtney Warehouse is located between Ashe Avenue and West Avenue on Church Street, a one-way, southbound street. Its front door opens onto the public sidewalk. There is no driveway or parking associated with the building, but there is ample off-street public parking and on-street parking available to this use. In the B-3 district, private off-street parking is not required. Since a single residential unit generates very low traffic trips, parking and traffic generation should not be an issue for this site.

Consistency with the Comprehensive Plan

All decisions of the Planning Board and City Council should be based on consistency of the proposal with the comprehensive plan and any other officially adopted plan that is applicable. The comprehensive plan lays out several policy goals regarding historic preservation efforts and encourages adaptive reuse of historic buildings. The plan also calls for enhancing walkability and accommodating a range of housing types. The proposed use will adhere to the plan’s recommendations for improving downtown Lenoir by reusing a contributing building for residential purposes.

NATIONAL REGISTER OF HISTORIC PLACES REGISTRATION MATERIALS

NPS Form 10-900-a
(8-85)

OMB Approval No. 1024-0018

United States Department of the Interior
National Park Service

National Register of Historic Places Continuation Sheet

Section number 7 Page 7

Lenoir Downtown Historic District
Caldwell County, NC

Courtney Warehouse
212 Church Street, circa 1888, Contributing Building

Two-story, brick, Italianate, commercial building with a front-gable roof, eave brackets, and corbelled, arched, brick window and door hoods; projecting arches between second-story windows shelter small niches; six-over-six sash; replacement front door; round, louvered gable vent with arched brick hood.

Early accounts of the Courtney business state that "trade in herbs, roots, and country produce became so great" that Marshall M. and R. G. Courtney had a building constructed around 1888 to use as storage space before Marshall built the Courtney Department Store (which faces West Avenue) in 1897.² The 1902 and 1907 Sanborn maps indicate that this building initially served as a warehouse. By 1913 the building functioned as a grocery store; in 1927 there was a dry goods store at this location. City directory research was inconclusive due to street address changes.

² Nancy Alexander, *Here Will I Dwell: The Story of Caldwell County* (n.p., 1956), 187.

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. *There are no minimum setbacks or lot size requirements for the B-3 district. The subject property currently complies with the 80' maximum height requirement. No new construction is proposed, but any future development will have to maintain the B-3 standards.*
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. *There is an existing public alley off of Church Street just north of the lot, which provides vehicular access to the side of the Courtney Warehouse. The front door to the building is accessed directly from the Church Street right-of-way and city sidewalk. The location on the side street allows for this residential use to be established on the ground floor without negatively impacting the active streetscape.*
3. Off-street parking and loading areas will be provided in compliance with the Zoning Ordinance. *There is no minimum parking requirement in the B-3 zoning district. There are several nearby on-street parking spaces on Church Street, and city parking lots within one block, which are easily accessible to the subject property.*
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 establishment of one dwelling unit at the subject property will have minimal impacts to surrounding properties, and fits in with the transition between the street-level activity uses in the core of the downtown and the lighter uses that step down from the primary downtown streets.*
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. *There is no screening or landscaping required in the B-3 zoning district or recommended for this use.*
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. *This development is not planning to use a sign. No additional lighting is proposed at this time. Any exterior lighting will be incidental to the needs of the residential use, and will be designed to meet historic preservation principles as a condition of approval.*
7. The exterior architectural appearance and functional plan of any proposed building or structure will not vary greatly from any buildings or structures already 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 subject property is the Courtney Warehouse built in 1888, and is a contributing building in the historic district. The applicant has not proposed to make exterior changes, so the appearance and character will remain the same.*
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. *The proposed use of the property is a single residential dwelling unit, which is a low impact use. It is across the street from the residential portion of the mixed use building owned by Charlie and Susan Frye (the Folk Keeper Gallery). The establishment of a residence here will not hinder future active ground floor uses in nearby buildings.*

STAFF RECOMMENDATIONS

Staff recommends approval of the requested Special Use Permit for the proposed residential unit, with the following conditions:

1. *Any exterior improvement proposed must meet the standards set forth by the US Secretary of Interior Standards for the Treatment of Historic Properties.*
2. *The applicant must obtain a zoning permit from the Lenoir Planning Department and a change-of-use permit from the Caldwell County Building Inspector within two years of the issuance of the SUP.*

PLANNING BOARD RECOMMENDATIONS

Approval of the request, including conditions proposed by staff.

DETAILED AERIAL MAP



Left: Aerial image of 212 Church St NW.

Right: Front of Courtney Warehouse, facing Church Street.



**LENOIR CITY COUNCIL
TUESDAY, OCTOBER 4, 2022
6:00 P.M.**

PRESENT: Mayor Joe Gibbons presiding. Councilmembers present were Mayor Pro-Tem Crissy Thomas, Jonathan Beal, Kent Greer, Todd Perdue, Ralph Prestwood, David Stevens, City Manager Scott Hildebran, City Clerk Shirley Cannon and City Attorney T.J. Rohr.

ABSENT: Councilmember Ike Perkins.

STAFF PRESENT: Parks & Recreation Director Kenny Story, Police Chief Brent Phelps, Fire Chief Ken Hair, Public Services Director Radford Thomas, Public Utilities Operations Manager Jeff Church, Public Works Operations Manager Jonathan Hogan, Planning Director Jenny Wheelock, Planner & GIS Coordinator, Hannah Williams, Economic Development Director Kaylynn Horn, Communications Director Joshua Harris, and Main Street Engagement Coordinator Matthew Anthony.

Cady Davis, *News-Topic* Reporter, was also in attendance.

I. CALL TO ORDER

**HURRICANE
IAN:**

- A. On behalf of City Council, Mayor Gibbons asked everyone to keep the families who have been affected by Hurricane Ian in their thoughts and prayers. The hurricane has caused damage and loss of life in Florida and further affected the states of Georgia, North Carolina and South Carolina.

CONDOLENCES; FAMILY OF

BILL JOHNSON:

- B. On behalf of City Council, Mayor Gibbons extended condolences to the family of William "Bill" Johnson. He stated Mr. Johnson served as a Councilman for the Village of Cedar Rock and has contributed a lot to the community. Mr. Johnson was the owner of Grand Manor Furniture and served on the Board of Directors for the UNC Board of Health and the UNC Foundation.

- C. The meeting was opened by a moment of silence followed by the Pledge of Allegiance.

CONGRATULATIONS;

JON HOGAN:

- D. On behalf of City Council, Mayor Gibbons congratulated Jon Hogan, Public Works Operations Manager, for finishing the Yeti 100 Endurance Run in Damascus, Virginia. He completed the race in 26 hours, 43 minutes and 33 seconds as reported by Joshua Harris, Communications Director.

Mr. Hogan thanked City Council for the recognition.

BREAST CANCER AWARENESS

MONTH:

- E. Mayor Gibbons stated October is Breast Cancer Awareness Month and gave each Councilmember a pink ribbon to wear in support of this important event.

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

CONDITIONAL ZONING DISTRICT FOR OVERMOUNTAIN DEVELOPMENT, LLC:

- A. A public hearing was held to consider approval of a proposed Conditional Zoning District ordinance (C Z-9) for Overmountain Development, LLC, for approximately 157 acres of property located at to the north and south of McLean Drive and east of US 321, owned by Broyhill Timber Resources, to be rezoned from R-12 (Single Family) to Conditional Zoning District (CZ-) to allow for a multi-phase residential development with detached and attached housing, master planned to preserve of green space and connect with multi-use paths. The Planning Board recommended approval based on the Consistency Statement as follows:

The proposed Conditional Zoning District is consistent with the land use policy concepts in the Comprehensive Plan that call for distinctive neighborhoods that preserve open space, enhance walkability, accommodate a range of housing types, use stormwater measures as community amenities, and foster a strong sense of place. The proposed development is consistent with the Future Land Use Map, which identifies the parcel as “medium density residential” and “mixed use with commercial” – which identifies the parcel as “medium density residential” and “mixed use with commercial” – while commercial uses aren’t proposed the densities and mix of housing types proposed are consistent with the larger are accommodating a mix os uses. The rezoning is reasonable and in the public interest because it provides much-needed housing at a variety of densities, at an appropriate scale near the US-321 commercial corridor.

A copy of the Conditional Zoning Ordinance is hereby incorporated into these minutes by reference. (Refer to pages 264-274.)

Mayor Gibbons opened the public hearing to receive public comments regarding the proposed Conditional Zoning District.

Planning Director Jenny Wheelock reviewed a map of where the proposed development would be located behind Lowes Hardware. The map of the property (Exhibit B) along with the proposed ordinance will be recorded at the Caldwell County Register of Deeds following City Council’s approval.

Using Power Point slides, Planning Director Jenny Wheelock provided an overview of the proposed district, including the concept plan, showing three different sections for neighborhood clusters, interconnected with greenways and trails that take advantage of the existing topography and preserve environmentally sensitive areas as open space (30 percent of the overall acreage). The overall density and number of homes would not exceed that of the existing R-12 zoning classification (3.6 du/acre), but an individual neighborhood cluster might be built at a higher density than 3.6 due to the large acreage that will remain undeveloped. The proposed Conditional Zoning district would allow for attached/semi-detached (“zero lot line”) units as well as low-density multi-family buildings (duplex, tri-plex, quadplex, or garden apartments) in addition to

single-family homes. Additionally, development standards will allow for smaller lots with smaller building setbacks than would normally be allowed in R-12 zoning. General points of ingress/egress are established for each section, from McLean Drive, Huntington Woods Street, the rear Lowes entrance road, and Hibriten Drive.

Director Wheelock informed Council that the next step for the Developers is to submit a preliminary plat for each phase, which should be generally consistent with the concept plan but would depict exact locations of roads and other public infrastructure.

Director Wheelock noted that any section could be developed in any order, but every phase would need to “stand alone” and satisfy the conditions of the CZ-9 ordinance.

Mr. David Waechter, applicant, 1555 Dulatown Road, reported he owns Hibriten Construction, and informed Council this public hearing is the first step in moving forward with this project. Mr. Waechter also reported his plans are to develop the property in the most environmentally responsible manner and protect the stream.

Mr. Waechter emphasized the views are outstanding in the elevated area behind Lowes and said the neighborhood would include housing with rooftop outdoor living spaces and the larger lot sizes would help to maintain the forest/greenway.

Mr. Waechter shared he has also spoken with Fire and Police personnel and both departments verified their vehicles would be able to get in and out of the neighborhood safely.

Ed Trivette, 1138 Hibriten Drive, addressed City Council and stated his property is located beside of the proposed new road and emphasized residents are not in favor of this road. Mr. Trivette stated his property would be flooded with the water that will flow down the crest from Hibriten Drive and from culverts that may be installed during the construction process. Mr. Trivette remarked the road needs to come out on the south side of Lowes and also mentioned numerous wrecks occur on Hibriten Drive because of the curvy road. He commented the road needs to be straightened out. Mr. Trivette stated the property may have environmental equipment.

Mr. Mike Secreast, 1114 Hibriten Drive, agreed with the speeding issue and reported he is unable to check his mailbox between 6:00 a.m. – 9:00 a.m. and 7:00 p.m. - 9:00 p.m. because of speeding motorists who cannot see around the pine trees on the road. He remarked that Hibriten Drive is too curvy and cannot handle additional traffic.

Mr. Cliff Anderson, 1130 Hibriten Drive, stated the main issue is the entrance on Hibriten Drive. He reported there is a southern entrance at Lowes which would be a great location for the second entrance and suggested the proposed location for the Greenway should be changed as well.

Mr. Trivette inquired about the timeline for the proposed project.

Mr. Waechter informed Council he could not give a specific timeline for the project because of all the work that has to be done first such as engineering and permitting before construction can begin. Mr. Waechter also remarked he couldn't address what Duke Energy did or didn't do previously on the property.

In addition, he stated there is a process you have to go through in order to construct a Greenway. Mr. Waechter further stated it would be cost prohibitive for him to construct another driveway to exit onto US Highway 321 and related the staff at N.C. Department of Transportation would have to be contacted about this request.

There being no further public participation, Mayor Gibbons closed the public hearing and asked Council for action.

Councilmember Perdue asked Director Wheelock if she was aware of any Environmental Phase I studies being done on the property. Director Wheelock stated she was not aware of any studies being done, but reported that any neighborhood concerns about stormwater issues may actually be corrected with good stormwater design.

Director Wheelock informed Council that both the City and NCDOT's standards for driveways and roadway connections would have to be met and explained that NCDOT might require improvements to the geometry of Hibriten Drive if they feel the existing conditions are unsafe or unable to handle the anticipated trip volume. She stated the language on page three, section 11-A of the CZ-9 Ordinance specifically requires a connection onto Hibriten Drive, and if Council wanted to allow for the flexibility for an alternative to opening that connection, they would need to amend that section of the ordinance before adopting.

Discussion centered on amending the CZ-9 Ordinance to offer flexibility for an alternative connection, with consensus of the Council that the flexibility was desirable. Director Wheelock offered the following suggestion for amended language in Section 4, "Special Conditions" Subsection 11(a) (denoted using underlined text below):

11. Ingress and Egress.

a. **Section I:** Access from the road behind Lowes and access from Hibriten Drive or a secondary connection south of Lowe's Hardware is required. At least one road connection must be provided between Section 1 and Section 3.

First Motion

Upon a motion by Councilmember Prestwood, City Council voted 6 to 0 to approve the amended language for Section 4, Subsection 11(a) as described above to be included in the proposed Ordinance as submitted.

Second Motion

Upon a motion by Councilmember Perdue, City Council voted 6 to 0 to approve the Ordinance as amended and as presented by City Staff.

**ORDINANCE; FIRST READING; ESTABLISHMENT OF
A DOWNTOWN SOCIAL DISTRICT:**

B. A public hearing was held for the first reading of an Ordinance Amending Chapter 13 of the Lenoir City Code to add Article V "Downtown Social District," directing Staff to Prepare a Management and Maintenance Plan and Detailed Map, and Providing for Severability, Codification and an Effective Date as submitted. Staff will recommend approval of the Ordinance following the second passage.

A copy of the ordinance is hereby incorporated into these minutes by reference. Refer to pages 275-278.)

Mayor Gibbons opened the public hearing to receive public comments regarding the proposed Ordinance.

There being no public participation, Mayor Gibbons closed the public hearing and asked Council for action.

Upon a motion by Mayor Pro-Tem Crissy Thomas, City Council voted 6 to 0 to adopt the Ordinance for the Establishment of a Downtown Social District as presented as submitted by City Staff. Note: Staff will recommend approval of the Ordinance following the final passage.

AMENDMENT; LENOIR CITY CODE,

SECTION 114: C. A public hearing was held to consider adopting the 20 MPH speed limit by resolution for the entire lengths on Pennwood Street NE, Glenview Street NE, Circle Drive NE, and Ridgecrest Drive NE, allowing for posting at the discretion of the Public Works Operations Manager as submitted. Following approval, these streets will be listed under Appendix B of the Code of Ordinances, Section 114, "Twenty mile an hour speed limit on the following streets" as submitted.

A copy of the amendment is hereby incorporated into these minutes by reference. (Refer to page 279.)

Mayor Gibbons opened the public hearing to receive public comments regarding the proposed 20 MPH speed limit as described above.

Mayor Gibbons mentioned these streets are in the Lower Creek section and commended Public Works Staff along with Fire and Police for the great job they have done in this area addressing issues. Councilmember Beal also stated the road is narrow and has tight turns.

There being no public participation, Mayor Gibbons closed the public hearing and asked Council for action.

Upon a motion by Councilmember Beal, City Council voted to 6 to 0 to adopt the 20 mph speed limit for the entire lengths on Pennwood Street NE, Glenview Street NE, Circle Drive NE, and Ridgecrest Drive NE, allowing for posting at the discretion of the Public Works Operations Manager as submitted and as recommended by City

Staff. The City of Lenoir Code of Ordinances, Section 114, 20 MPH speed limit on the following streets will be amended to include these streets as described.

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the minutes of the City Council meeting of Tuesday, September 6, 2022 as submitted.
- B. Capital Project Budget Ordinance; EPA Brownfields Grant #2: Staff requests City Council adopt the Capital Project Budget Ordinance for the EPA Brownfields Grant #2 Project in the amount of \$500,000 as submitted. (A copy of the Capital Project Budget Ordinance is hereby incorporated into these minutes by reference. Refer to page 280.)
- C. Budget Amendment; Building Reuse Grant; Exela Pharma Sciences, LLC: Staff recommends approval of a Budget Amendment for the Building Reuse Grant for Exela Pharma Sciences, LLC in the amount of \$500,000 as submitted. The grant application was authorized on March 2, 2021. (A copy of the budget amendment is hereby incorporated into these minutes by reference. (Refer to page 281.)

Upon a motion by Councilmember Perdue, City Council voted 6 to 0 to approve the above listed items on the Consent Agenda as presented and as recommended by City Manager Hildebran.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

A. Items of Information

2023 HOLIDAY SCHEDULE:

- 1. The 2023 Holiday Schedule was submitted to City Council as information. The City of Lenoir follows the state holiday schedule. (A copy of the schedule is hereby incorporated into these minutes by reference. Refer to page 282.)

2023 CITY COUNCIL MEETING SCHEDULE:

- 2. The 2023 City Council Meeting Schedule was submitted to City Council for their review and consideration of approval. (A copy of the schedule is hereby incorporated into these minutes by reference. Refer to pages 283-284.)

As information, City Manager Hildebran pointed out there are a couple of dates that conflict with conferences, but stated City Council could amend the schedule closer to those meeting dates.

Motion

Upon a motion by Councilmember Prestwood, City Council voted 6 to 0 to adopt the 2023 Meeting Schedule as presented.

OCTOBER

CALENDAR:

3. The calendar for the month of October was submitted to City Council listing various meetings and events.

NATIONAL NIGHT OUT:

4. The Police Department held their annual National Night Out event on Tuesday, October 4 from 6:00 p.m. – 9:00 p.m. in downtown Lenoir.

ABC BOARD:

5. The Lenoir ABC Board will meet on Thursday, October 6 at 2:00 p.m.

CITY/COUNTY SERVICES

COMMITTEE:

6. The City/County Services Committee will meet on Monday, October 10 at noon.

EDC:

7. The Caldwell County Economic Development Commission (EDC) will meet on Tuesday, October 11 at 8:00 a.m.

LENOIR TOURISM DEVELOPMENT

AUTHORITY:

8. The Lenoir Tourism Development Authority (LTDA) will meet on Thursday, October 13 at 4:00 p.m. at City Hall, Third Floor.

LENOIR BUSINESS ADVISORY

BOARD:

9. The Lenoir Business Advisory Board will meet on Thursday, October 13 at 6:00 p.m. at City Hall, Third Floor.

PARKS & RECREATION ADVISORY

BOARD:

10. The Parks and Recreation Advisory Board will meet on Monday, October 17 at Mulberry Recreation Center at 6:00 p.m.

ONE-STOP EARLY

VOTING:

11. One-Stop Early Voting begins on Thursday, October 20 through Friday, November 4 from 8:00 a.m. – 7:30 p.m. and Saturday, November 5 from 8:00 a.m. – 3:00 p.m. at the Caldwell County Resource Center (Library) located at 120 Hospital Avenue.

DOWNTOWN TRICK OR TREAT

& MAD HATTERS PARADE:

12. Downtown Trick or Trick and the Mad Hatters Pumpkin Patch Parade will be held on Friday, October 28 from 3:00 p.m. – 6:00 p.m. in downtown Lenoir. Also, a drive-through Trick or Treat will be held at the Martin Luther King, Jr. Center on Monday, October 31 beginning at 5:00 p.m.

B. Items for Council Action

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

BOARD ANNOUNCEMENTS:

1. Mayor Gibbons announced there are upcoming vacancies on the City's Authorities/Boards/Commissions and interested individuals may pick up an application at City Hall or download one from the City's website at www.cityoflenoir.com.

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBERS

X. ADJOURNMENT

A. There being no further business, the meeting adjourned at 6:58 p.m.

Shirley M. Cannon, City Clerk

Joseph L. Gibbons, Mayor

AN ORDINANCE OF THE CITY COUNCIL OF LENOIR, NORTH CAROLINA, DESIGNATING CERTAIN LAND GENERALLY LOCATED NORTH AND SOUTH OF MCLEAN DRIVE, WEST OF HUNTINGTON WOODS NEIGHBORHOOD AND HIBRITEN DRIVE, COMPRISED OF 157 ACRES, MORE OR LESS, AS CONDITIONAL ZONING DISTRICT #9 (CZ-9) ON THE CITY'S OFFICIAL ZONING MAPS; DIRECTING AMENDMENT OF THE OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY, AND AN EFFECTIVE DATE.

Whereas, at its regularly scheduled meetings of August 22, 2022, the Lenoir Planning Board considered zoning application case number R4-22, requesting the Conditional Zoning district designation, for approximately 157 acres of land, described by the legal description attached to this ordinance as **Exhibit "A"** (hereinafter the "Property"); and

Whereas, the property owner and applicant desires to develop a multi-phase, master planned residential development on the property, while preserving green space and environmentally sensitive areas, necessitating the need for Conditional Zoning; and

Whereas, based upon the evidence presented to the Lenoir Planning Board, including the information and analysis contained in the staff report for application case number R4-22, and subject to

certain conditions, the Lenoir Planning Board recommended that the Lenoir City Council approve said conditional zoning application and adopt an ordinance in accordance therewith; and

Whereas, the Lenoir Planning Board has found that approval of the application is consistent with the City's adopted Comprehensive Plan, which calls distinctive neighborhoods that preserve open space, enhance walkability, accommodate a range of housing types, use stormwater measures as community amenities, and foster a strong sense of place. The proposed development is consistent with the Future Land Use Map, which identifies the parcel as "medium density residential" and "mixed use with commercial" — while commercial uses aren't proposed, the densities and mix of housing types proposed are consistent with the larger area accommodating a mix of uses. The re-zoning is reasonable and in the public interest because it provides much-needed housing at a variety of densities, at an appropriate scale near the US-321 commercial corridor; and

Whereas, the Lenoir City Council hereby finds that this ordinance is consistent with the intent and purpose of the Conditional Zoning designation as established by Appendix A, Article V, Section 502, Lenoir City Code; and

Whereas, the Lenoir City Council hereby finds and declares that this ordinance and these amendments are in the best interest of the public health, safety, and welfare; and

NOW, THEREFORE, LET IT BE ENACTED BY THE CITY COUNCIL OF THE CITY OF LENOIR, NORTH CAROLINA, AS FOLLOWS:

SECTION 1. ZONING. After due notice and public hearing, and pursuant to Appendix A, Article XIV of the Lenoir City Code, and other relevant portions of the Lenoir City Code, the zoning designation for the Property is hereby changed from the R-12 zoning district to Conditional Zoning district on the City's Official Zoning Map (to be denoted as "CZ-9").

SECTION 2. OTHER DEVELOPMENT LAWS. Except as expressly provided otherwise by this ordinance, the CZ-9 zoning district remains subject to all applicable federal, state, and local laws, and nothing in this ordinance shall be construed to exempt the Property from the lawful authority or jurisdiction of any federal, state, or local agency.

SECTION 3. DEFAULT ZONING DISTRICT. Except as expressly provided otherwise by this ordinance, the Property shall be governed by the land development regulations of the R-12 zoning district.

SECTION 4. SPECIAL CONDITIONS. The Conditional Zoning district for the Property is subject to the following special conditions:

1. **Concept Plan.** Subject to any modifications expressly contained in the text of this ordinance, development and maintenance of the Property must be consistent with the concept plan attached to this ordinance as **Exhibit "B"** (hereinafter the "Concept Plan"). In the event of a conflict between the text of this ordinance and the Concept Plan, the text of this ordinance shall control. References in this

ordinance to lots, parcels, buildings, phases, and other development features refer to such features as identified on the Concept Plan.

2. **Variances.** Zoning variances to the standards of the default zoning district not modified by this ordinance may be approved pursuant to the procedures set forth in Appendix A, Article XIII, Section 1312.1 of the Lenoir City Code.
3. **Modification.** The special conditions specific to the CZ-9 zoning district may only be modified by application for a zoning map amendment following the procedures outlined in Appendix A, Article VIII, Section 820 of the Lenoir City Code.
4. **Definitions.** Where used in this ordinance, the following terms are defined as follows:
 - a. *Dwelling, Single-family attached* (Townhouses or row houses) - A single-family dwelling unit constructed in a series or groups of attached units with a common dividing side wall with property lines separating such units. A single dwelling unit occupies the area from ground to roof and may include front and/or back yard areas. Two, three, or four units may be attached together.
 - b. *Dwelling, Single-family detached* - A detached building on its own platted lot that contains one dwelling unit, other than a manufactured home, designed for occupancy exclusively by one family. One accessory dwelling unit is allowed to be located on any single-family lot.
 - c. *Dwelling, Multi-family low-rise* - A low-intensity multi-family development. Often called garden apartments, buildings are typically arranged around common courtyards or greenspace, with patios, porches, decks, or other private amenities for each unit. Units are usually accessed through private entrances directly from the outside. Maximum four units per building.
5. **Permitted Uses.** The uses permitted in CZ-9 vary by the three sections on the Concept Plan. They are as follows:
 - a. Section I & Section III (South of McLean Drive): Attached single-family, detached single family, low-rise multi-family, and club house.
 - b. Section II (North of McLean Drive): Detached single family and accessory uses.
6. **Density.** Residential uses shall be limited to a maximum density of 3.6 dwelling units/acre. Individual sections may exceed this density provided the overall density falls below 3.6.
7. **Open Space.** At least 30 percent of the overall acreage must be preserved as open space, calculated across all three sections. Each section must contain at least 10 percent open space. Greenways, active recreation/amenities, stormwater features when landscaped/designed to be amenities, and perimeter and stream buffers all may be considered to meet the open space requirement — parking areas are not considered open space. Open space should be located on steep slopes and alluvial areas, in order to protect these areas from erosion and negative impacts of development.
8. **Setbacks.** The minimum setbacks for principal structures are:
 - a. Front: 20 ft.
 - b. Side 10 ft or 0 ft
 - c. Street side: 20 ft
 - d. Rear: 20 ft.
9. **Private Roads.** Where roads exclusively serve attached dwellings or multi-family uses, private maintenance may be required. Frontage on a private road under this scenario will be considered satisfactory frontage for platting fee simple lots.

10. **Home Owners Association.** An HOA, or multiple HOAs, must be established for all sections that contain commonly owned improvements, and will be responsible for maintaining all commonly owned private improvements — including but not limited to private roads, open space, stormwater conveyance systems, and neighborhood entrance signage.
11. **Ingress and Egress.**
 - a. **Section I:** Access from the road behind Lowes and access from Hibriten Drive or a secondary connection south of Lowe's Hardware is required. At least one road connection must be provided between Section 1 and Section 3.
 - b. **Section II:** The existing road network in Huntington Woods must be extended into Section 2. One additional connection to McLean Drive is required. This connection should be located to align with the clubhouse entrance.
 - c. **Section III:** An additional connection to McLean Drive is required, and one additional connection point must be provided to Section 1.
 - d. **Clubhouse Parcel:** A driveway connection may be located on McLean Drive, pending approval by NCDOT. Alternative access may be from Section 1 or Section 3.
 - e. **Greenway/Pedestrian Connections:** Each subarea and any cul-de-sac lots must have an easily accessible trail access point (within 500 ft. of any dwelling unit), allowing use of the greenway to access other neighborhood clusters as well as community amenities. The greenway crossing of McLean Drive must be approved by NCDOT, and should be designed in accordance with standard engineering practices for mid-block greenway crossings.
12. **Stormwater/Low Density Design.** Development must conform to NCDEQ's SW Design Manual's low density design requirements for dispersed flow and vegetative conveyances whenever feasible. Where subarea clusters exceed 2.4 du/acre, post construction stormwater management may be required for those areas. Density determinations will be made during the preliminary plat process.
13. **Landscaping.** Where a mature tree buffer does not exist, a continuous 15' wide landscape screen must be maintained along all property lines that abut residential zones. The screen must meet the requirements of Sec. 712.12.
14. **Phasing — Cluster Neighborhoods and Community Amenities.** The sections may be built-out in any order, and each section may be developed in multiple phases, in accordance with the following:
 - a. Each phase must be able to "stand alone" and function in accordance with generally accepted engineering and planning practices and the requirements of the Lenoir Code of Ordinances.
 - b. The main Greenway and unpaved hiking/walking trail south of McLean Drive must be constructed with the first phase of development; the trail north of McLean drive (in Section II) must be constructed prior to the first C/O in Section II. Pedestrian connections to the main greenway trail must be built with other infrastructure in each phase — paving may be required
 - c. The clubhouse/community amenity parcel must be developed prior to 75% build-out of any single phase or 30% build-out of the entire project, whichever is sooner.

SECTION 5. SEVERABILITY. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION 6. EFFECTIVE DATE. This ordinance takes effect upon adoption.

DONE, THE PUBLIC NOTICE, in a newspaper of general circulation in the City of Lenoir, North Carolina, by the City Clerk of the City of Lenoir, North Carolina, the 23rd and the 30th day of September, 2022.

DONE, THE PUBLIC HEARING, at a regular meeting, the 4th day of October, 2022.

DONE, ENACTED ON FINAL PASSAGE, by an affirmative vote of the majority of a quorum present of the City Council of the City of Lenoir, North Carolina, at a regular meeting, this 4th day of October, 2022.

BY THE MAYOR/MAYOR PRO TEMPORE OF THE CITY OF LENOIR, NORTH CAROLINA:

Mayor/Mayor Pro Tempore

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF THE CITY OF LENOIR, NORTH CAROLINA:

City Clerk

****[Remainder of page intentionally left blank.]****

Exhibit A - As found on Deed Book 1131, Page 1299

EXHIBIT "A"

This is a description of a survey made for First Union National Bank, Trustee of the T. H. Broyhill Estate, being a part of that property as described at Deed Book 125 at Page 471, a part of that property is described at Deed Book 121 at Page 077, a part of that property is described at Deed Book 127 at Page 218, a part of that property is described at Deed Book 290 at Page 247, and a part of that property is described at Deed Book 298 at Page 383, all as recorded in the Caldwell County Registry of Deeds, being in the City of Lenoir, Lower Creek Township, Caldwell County, North Carolina and being more particularly described as follows:

BEGINNING on a concrete monument on the east right-of-way of U.S. Highway 321, said BEGINNING POINT being a corner with that property belonging to Paul Broyhill as recorded at Deed Book 851 at Page 629 in the Caldwell County Registry of Deeds, and being located South 25 degrees 26 minutes 19 seconds East 542.40 feet from the N.C.G.S. Station "Claron", and said BEGINNING POINT having the North Carolina grid coordinates of North 792,005.56 feet East 1,253,043.40 feet; thence from the POINT OF BEGINNING and with the Paul Broyhill property, North 77 degrees 54 minutes 10 seconds East 800.68 feet to the center of a concrete monument; thence still with the Paul Broyhill property and with other properties, North 11 degrees 51 minutes 10 seconds West 2031.51 feet to an existing 3/4-inch iron pipe, which is a corner with that property belonging to BMC Fund, Inc. (see Deed Book 303 Page 623, Deed Book 318 Page 553, Deed Book 536 Page 189, Deed Book 794 Page 077); thence continuing with the BMC Fund, Inc. property, North 77 degrees 55 minutes 32 seconds East passing an existing 1/2-inch iron pipe on line at 65.41 feet and continuing on the same bearing 12.58 feet for a total distance along this bearing of 77.99 feet to a point in the center of a branch, still at the corner of the BMC Fund, Inc. property; thence with the branch and with the BMC Fund, Inc. property for eight calls: North 47 degrees 25 minutes 26 seconds West 218.71 feet; North 45 degrees 43 minutes 52 seconds East 27.40 feet; North 47 degrees 07 minutes 52 seconds West 37.50 feet; North 08 degrees 49 minutes 58 seconds West 101.50 feet; North 20 degrees 29 minutes 11 seconds West 110.94 feet; North 31 degrees 33 minutes 02 seconds East 55.43 feet; North 12 degrees 14 minutes 41 seconds East 110.37 feet; North 61 degrees 48 minutes 36 seconds West 188.83 feet to a point in the center of the branch, the corner of the BMC Fund, Inc. property and that property belonging to Lenoir Golf Club, Inc., a deed of which is recorded at Deed Book 865 at Page 697; thence with the Golf Club property for three calls: North 59 degrees 21 minutes 49 seconds East passing an existing 1/2-inch iron pipe on line at 11.65 feet and continuing on the same bearing 208.40 feet for a total distance along this bearing of 220.05 feet to an existing 1/2-inch iron pipe; North 33 degrees 13 minutes 49 seconds East 45.01 feet to a new 3/4-inch iron pipe; North 49 degrees 24 minutes 08 seconds East 59.01 feet to a new 3/4-inch iron pipe, which is a corner with the Lenoir Golf Club, Inc. property and Lot Number 17 of "Woodridge Estates" (Plat Book

14 Page 129, 130, 146, and 202); thence with the "Woodridge Estates" Subdivision for three calls: South 44 degrees 45 minutes 40 seconds East 239.80 feet to an existing 1/2-inch iron pipe on the northwest right-of-way of Golfview Court (see a 40-foot wide right-of-way recorded at Deed Book 1031 at Page 875); thence with the northwest right-of-way of Golfview Court, South 12 degrees 10 minutes 56 seconds West 159.51 feet to an existing 1/2-inch iron pipe; North 76 degrees 45 minutes 23 seconds East (crossing Golfview Court), passing an existing 1/2-inch iron pipe on line at 44.29 feet, continuing 366.32 feet to an existing 1/2-inch iron pipe and still continuing on the same bearing 1376.44 feet for a total distance along this bearing of 1787.05 feet to an existing 1/2-inch iron pipe, a corner with "Woodridge Estates", that property belonging to Tommy Setzer as recorded at Deed Book 289 at Page 549, and that property belonging to Mack Wilson, a deed of which is recorded at Deed Book 695 at Page 838; thence with the Wilson property South 14 degrees 55 minutes 48 seconds East 458.21 feet to an existing 1/2-inch iron pipe at a poplar tree, a corner with the Wilson property and that property belonging to Brenda Strait, a deed of which is recorded at Deed Book 769 at Page 671; thence with the Strait property South 16 degrees 04 minutes 55 seconds East 65.87 feet to the center of an 18-inch Hickory tree, a corner with the Strait property and that property belonging to Everett Haney, et al, a deed of which is recorded at Deed Book 1045 at Page 524; thence with the Haney, et al, property for three calls: South 33 degrees 44 minutes 53 seconds East 170.94 feet to an existing 1/2-inch iron pipe; South 59 degrees 18 minutes 42 seconds East 187.14 feet to an existing 1/2-inch iron pipe South 48 degrees 13 minutes 58 seconds East 150.38 feet to an existing 3/4-inch iron pipe, a corner with the Haney property and that property belonging to William Spicer, a deed of which is recorded at Deed Book 599 at Page 325; thence with the Spicer property, South 04 degrees 44 minutes 36 seconds West 133.73 feet to an existing 1 1/4-inch iron pipe, a corner with the Spicer property and that property belonging to Duke Power Co., a deed of which is recorded at Deed Book 649 at Page 48; thence with the Duke Power Co. property, South 04 degrees 04 minutes 27 seconds West 134.19 feet to a corner marked by an axle, a corner with the Duke Power Co. property and that property belonging to Clarence Land, a deed of which is recorded at Deed Book 819 at Page 245 and at Deed Book 277 at Page 408; thence with the Land property for two calls: South 07 degrees 33 minutes 11 seconds East 328.13 feet to a 20-inch marked ash tree; South 03 degrees 36 minutes 40 seconds East 199.61 feet to an existing 1/2-inch iron pipe, a corner with the Land property and that property belonging to Andrea Dula, et al, a deed of which is recorded at Deed Book 1119 at Page 427; thence with the Dula property South 41 degrees 14 minutes 46 seconds East 148.41 feet to an existing 1/2-inch iron pipe at a large oak tree, a corner with the Dula property and that property belonging to Vernon Greene, a deed of which is recorded at Deed Book 255 at Page 21; thence with the Greene property North 93 degrees 18 minutes 43 seconds West 166.69 feet to an existing 1/2-inch iron pipe; thence still with the Greene property South 45 degrees 58 minutes 25 seconds West (passing the corner of the Ernest L. Reid, Jr. property) 537.52

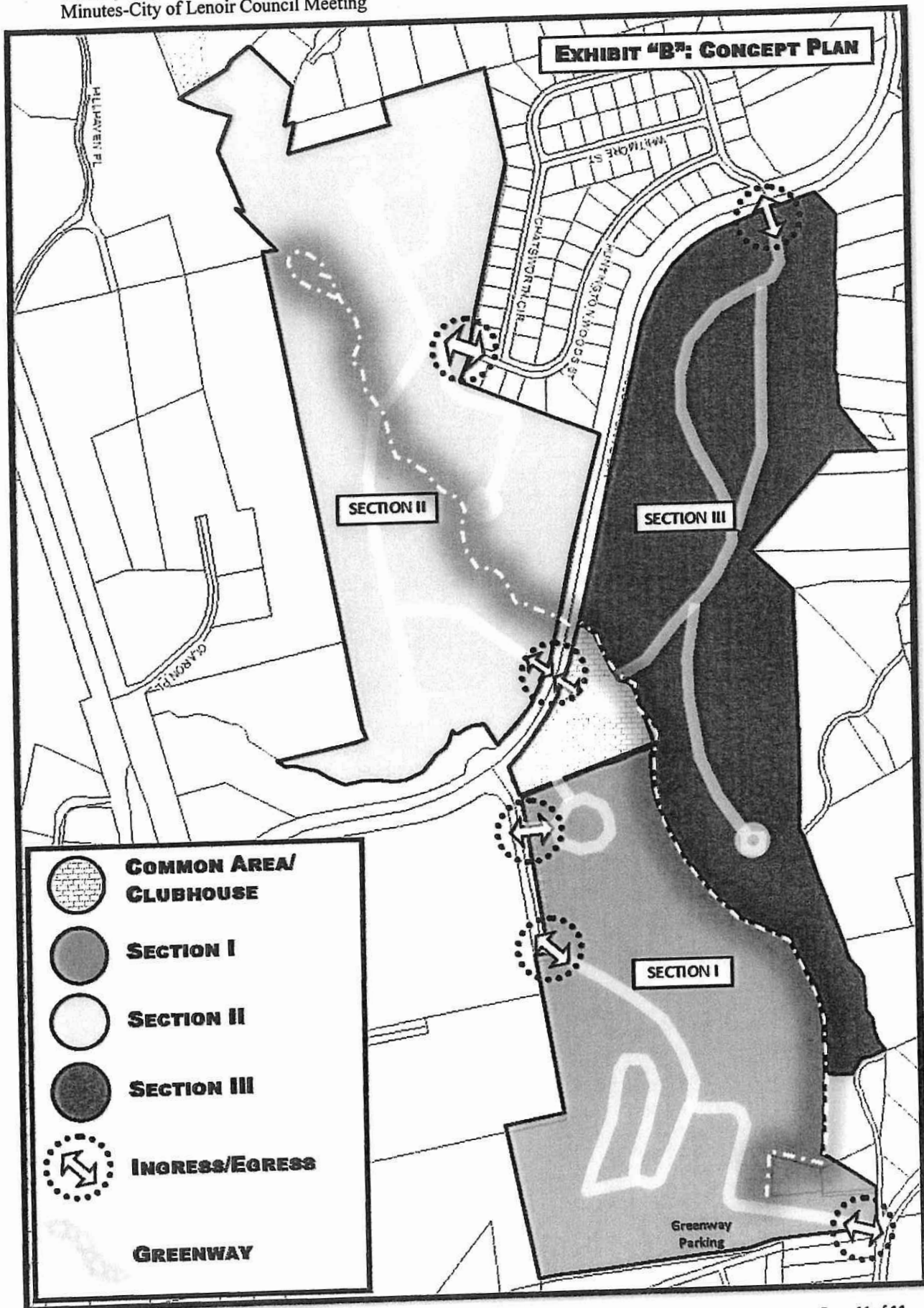
feet to an existing 1/2-inch iron pipe, a corner with that property belonging to Ernest L. Reid, Jr., a deed of which is recorded at Deed Book 1123 at Page 966 and Page 970; thence with the Reid property South 43 degrees 58 minutes 21 seconds East 330.66 feet to a new 3/4-inch iron pipe, a corner with the Reid property, that property belonging to Lorita Bolen, a deed of which is recorded at Deed Book 1117 at Page 811 and that property belonging to Warren Barlow as recorded at Deed Book 945 at Page 579; thence with the Barlow property South 00 degrees 26 minutes 20 seconds West 965.75 feet to a corner marked by an angle iron, a corner with the Warren Barlow property and that property belonging to Carl Clement (see Deed Book 940 Page 249 and Deed Book 708 Page 581); thence with the Clement property and with the center of the Old Shoates Bridge Road for four calls: South 46 degrees 08 minutes 48 seconds East 21.55 feet to a new 3/4-inch iron pipe; South 14 degrees 09 minutes 33 seconds East 35.13 feet to a new 3/4-inch iron pipe; South 17 degrees 51 minutes 58 seconds East 268.06 feet to a new 3/4-inch iron pipe; South 20 degrees 38 minutes 07 seconds East 161.42 feet to an angle iron found in a fence corner, a corner of the Clement property and that property belonging to Edward Miller as recorded at Deed Book 779 at Page 354; thence continuing with the center of the Old Shoates Bridge Road and with the Miller property for seven calls: South 38 degrees 35 minutes 33 seconds East 70.47 feet to a new 3/4-inch iron pipe; South 30 degrees 58 minutes 19 seconds East 102.33 feet to a new 3/4-inch iron pipe; South 08 degrees 11 minutes 59 seconds West 73.07 feet to a new 3/4-inch iron pipe; South 19 degrees 11 minutes 20 seconds East 136.41 feet to a new 3/4-inch iron pipe; South 23 degrees 49 minutes 02 seconds East 62.53 feet to a new 3/4-inch iron pipe; South 37 degrees 09 minutes 11 seconds East 52.69 feet to a new 3/4-inch iron pipe; South 03 degrees 26 minutes 35 seconds East 29.29 feet to a new 3/4-inch iron pipe, over a culvert in the old roadbed, a corner with the Miller property and that property belonging to Nolan Lovins, a deed of which is recorded at Deed Book 661 at Page 1124; thence with the Lovins property for three calls: South 14 degrees 00 minutes 02 seconds West 34.72 feet to an existing 1/2-inch iron pipe; South 08 degrees 01 minutes 35 seconds West passing an existing 3/4-inch iron pipe on line at 97.34 feet and continuing on a same bearing 223.66 feet for a total distance along this bearing of 321.00 feet to an existing 1-inch iron rod, a corner with the Lovins property and that property belonging to Travis Woods, a deed of which is recorded at Deed Book 1090 at Page 585; thence with the Woods property South 70 degrees 53 minutes 15 seconds West 209.58 feet to a railroad spike in an oak stump, a corner with the Woods property and that property belonging to Ralph Anderson, as recorded at Deed Book 298 at Page 145; thence with the Anderson property for two calls: North 78 degrees 44 minutes 34 seconds West 206.46 feet to an existing 3/4-inch iron pipe; South 01 degrees 30 minutes 23 seconds West 159.85 feet to an existing 3/4-inch iron pipe, a corner with the Duke Power Co., as recorded at Deed Book 669 at Page 572; thence with Duke Power Co. for three calls: South 00 degrees 55 minutes 20 seconds West 10.50 feet to an existing 1/2-inch iron pipe; North 85 degrees 09 minutes 10 seconds East 223.09 feet to a new 3/4-inch iron pipe; North 07 degrees 17 minutes 56

seconds West 1.60 feet to a 1/2-inch rebar, a corner with Travis Woods, a deed of which is recorded at Deed Book 1090 at Page 685; thence with Woods North 87 degrees 28 minutes 41 seconds East 68.13 feet to a new 3/4-inch iron pipe, a corner with Duke Power Co., a deed of which is recorded at Deed Book 669 at Page 572; thence with Duke Power Co. for two calls: South 07 degrees 17 minutes 56 seconds East 48.80 feet to a new 3/4-inch iron pipe; North 85 degrees 06 minutes 37 seconds East 119.11 feet to an existing 1/2-inch iron pipe in the center of an old road, a corner with the Duke Power Co. property and the Nolan Lovins property; thence with the old road and with the Nolan Lovins property, South 04 degrees 14 minutes 21 seconds East 111.30 feet to a P.K. Nail in the center of Hibriten Drive; thence with the center of Hibriten Drive South 08 degrees 59 minutes 40 seconds West 39.90 feet to a P.K. Nail in the center of Hibriten Drive, a corner of that property belonging to Wayne Young (see Deed Book 852 Page 932, Deed Book 836 Page 860); thence with the Young property for three calls: South 85 degrees 07 minutes 59 seconds West passing a new 3/4-inch iron pipe on line at 30.00 feet and continuing on the same bearing 394.97 feet for a total distance along this bearing of 424.97 feet to an existing 1/2-inch iron pipe North 01 degrees 04 minutes 50 seconds West 18.00 feet to a new 3/4-inch iron pipe; South 74 degrees 18 minutes 03 seconds West 71.00 feet to an angle iron, a corner with the Young property and that property belonging to Charles Henry, a deed of which is recorded at Deed Book 591 at Page 396; thence with the Henry property South 72 degrees 39 minutes 22 seconds West 21.90 feet to an angle iron, a corner with the Henry property and that property belonging to Duke Power Co., a deed of which is recorded at Deed Book 669 at Page 572; thence with the Duke Power Co. property for two calls: South 85 degrees 04 minutes 20 seconds West 817.71 feet to an angle iron; South 79 degrees 32 minutes 31 seconds West 85.81 feet to a new 3/4-inch iron pipe, a new corner in the line with the Duke Power Co. property; thence three new lines: North 11 degrees 15 minutes 00 seconds West passing the center of a concrete monument on line at 200.02 feet and continuing on the same bearing 1637.07 feet to a total distance along this bearing of 1837.09 feet to a concrete monument; North 49 degrees 27 minutes 46 seconds West 235.72 feet to a concrete monument; North 87 degrees 40 minutes 33 seconds West 908.28 feet to the POINT OF BEGINNING, containing 205.053 acres gross, subject to a 5.184 acre parcel (a 68-foot wide Duke Power right-of-way) and subject to 6.453 acre parcel (a 200-foot wide Duke Power right-of-way) and being 193.46 acres net by coordinates; together with the nonexclusive use of a 60-foot wide right-of-way connecting the subject property to U.S. Highway 321, the center line of said right-of-way being more particularly described as follows:

BEGINNING on a point in the southwest boundary of the above described 205.053 acre tract; SAID BEGINNING POINT being located North 49 degrees 27 minutes 46 seconds West 163.55 feet from the center of a concrete monument; said monument being located South 62 degrees 44 minutes 32 seconds East 1484.37 feet from the N.C.G.S. Station "Claron", and said monument having the North Carolina grid coordinates of North 791,815.55 feet, East 1,254,129.95 feet;

thence from the POINT OF BEGINNING and with the center of the right-of-way for Four calls: South 77 degrees 54 minutes 10 seconds West 470.00 feet to a point of curve; with a curve concave to the southeast having a radius of 520.00 feet and an arc of 247.33 feet and a chord of South 64 degrees 16 minutes 37 seconds West 245.00 feet to a point in tangency; South 50 degrees 39 minutes 05 seconds West 102.08 feet to a point of curve; with a curve concave to the northwest having a radius of 241.55 feet and an arc of 102.65 feet and a chord of South 62 degrees 49 minutes 33 seconds West 101.88 feet to a point on the east right-of-way of U.S. Highway 321.

As surveyed by Western Carolina Surveyors, P.A.; JOHN E. CLAY, RLS, on the 3rd day of February, 1995 and being their JOB #2758GR2.



**AN ORDINANCE OF THE CITY COUNCIL OF LENOIR,
NORTH CAROLINA, AMENDING CHAPTER 13 OF THE
LENOIR CITY CODE TO ADD ARTICLE V “DOWNTOWN
SOCIAL DISTRICT,” DIRECTING STAFF TO PREPARE A
MANAGEMENT AND MAINTENANCE PLAN AND
DETAILED MAP, AND PROVIDING FOR SEVERABILITY,
CODIFICATION, AND AN EFFECTIVE DATE.**

Whereas, N.C.G.S. 160A-205.4 authorizes local governments to create and designate one or more “social districts” under N.C.G.S § 18B-300.1 within their jurisdictions, and

Whereas, a “social district” under N.C.G.S § 18B-300.1 is “A defined outdoor area in which a person may consume alcoholic beverages sold by” businesses holding one or more permits issued by the Alcoholic Beverage Commission, and

Whereas, local business owners within the Downtown Lenoir have expressed interest in creating a social district within the same general footprint of the City’s “open concept beer garden” festivals, and

Whereas, the City desires to limit its “social district” to a walkable geographic area in the downtown where local bars and restaurants can sell alcoholic beverages to be consumed throughout the district, subject to certain rules and limitations, and

Whereas, the Lenoir City Council hereby finds and declares that this ordinance and these amendments are in the best interest of the public health, safety, and welfare; and

**NOW, THEREFORE, LET IT BE ENACTED BY THE CITY COUNCIL OF THE
CITY OF LENOIR, NORTH CAROLINA, AS FOLLOWS:**

SECTION 1. Chapter 13 of the City of Lenoir Code of Ordinances, *Offenses and Miscellaneous Provisions* is hereby appended to add Article V, Sections 13-91 through 13-92, to read as follows:

ARTICLE V. DOWNTOWN SOCIAL DISTRICT

Section 13-91 – Establishment of the Downtown Lenoir Social District.

The City hereby creates and designates the area located generally north of Harper Avenue, south of Ashe Avenue, west of Mulberry Street, and east of Willow Street, and more specifically depicted on the map titled “Downtown Lenoir Social District Boundaries,” which is incorporated here by reference and is filed with the City Clerk as the Downtown Lenoir Social District, as authorized under N.C.G.S. 160A-205.4.

Section 13-92 – General Requirements.

- a) Management: The Social District shall be created, designated and managed in accordance with the requirements contained in N.C.G.S. §§ 160A-205.4 18B-300.1.
- b) Applicable Hours. The Downtown Social District shall be in effect between the hours of 12:00 p.m. and 10:00 p.m., Wednesday through Saturday, except that these hours and days may be extended in conjunction with an approved Special Event Permit when otherwise permitted under the law.
- c) Permit Required: Any business establishment located within or contiguous to the Social District that holds a valid ABC permit and desires to engage as a Social District participant must apply for and obtain a Social District permit from the Lenoir Planning and Community Development Department. The establishment shall be responsible for operating its business in accordance with all City and State ordinances, laws, rules, and regulations governing Social District activities.
- d) Unified Signage Required: Businesses that do not have ABC permits but desire to participate in the Social District must display an official Participating Business sign in a visible location during the times when the social district is active. A customer may not bring an alcoholic beverage into a non-permittee business that does not display the uniform sign.
- e) Violation; Penalty: Any person who violates any provision of this Article, and any person who aids, abets, encourages, assists in, or contributes to such violation, is guilty of a Class 1 misdemeanor pursuant to N.C.G.S. § 18B-102(b) and may be subject to additional fines and administrative remedies including but not limited to suspension or revocation of the permittee's Social District Permit and/or state ABC permit. State law reference: NCGS § 18B-104.

SECTION 2. MANAGEMENT AND MAINTENANCE PLAN. Staff is hereby directed to create a management and maintenance plan for the Downtown Social District that complies with the provisions of N.C.G.S. § 18B-300.1 and to post the plan and a rendering of the district boundaries on the City's website.

SECTION 3. DETAILED MAP. Staff is hereby directed to submit a detailed map of the Downtown Social District, attached here as "Exhibit A," including the days and hours during which the district is in operation to the North Carolina Alcoholic Beverage Commission.

SECTION 4. SEVERABILITY. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION 5. CODIFICATION. The City Clerk shall cause the Code of Ordinances of Lenoir, North Carolina to be amended as provided by this ordinance and may renumber, re-letter, and rearrange the codified parts of this ordinance if necessary to facilitate the finding of the law.

SECTION 6. EFFECTIVE DATE. This ordinance takes effect 45 days after adoption.

DONE, THE PUBLIC NOTICE, in a newspaper of general circulation in the City of Lenoir, North Carolina, by the City Clerk of the City of Lenoir, North Carolina, this 24th day of September and this 1st day of October, 2022.

DONE, THE FIRST READING AND PUBLIC HEARING, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lenoir, North Carolina, at a regular meeting, this 4th day of October, 2022.

DONE, THE SECOND READING, AND ENACTED ON FINAL PASSAGE, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lenoir, North Carolina, at a regular meeting, this 18th day of October, 2022.

BY THE MAYOR/MAYOR PRO TEMPORE OF THE CITY OF LENOIR, NORTH CAROLINA:

Joseph L. Gibbons, Mayor

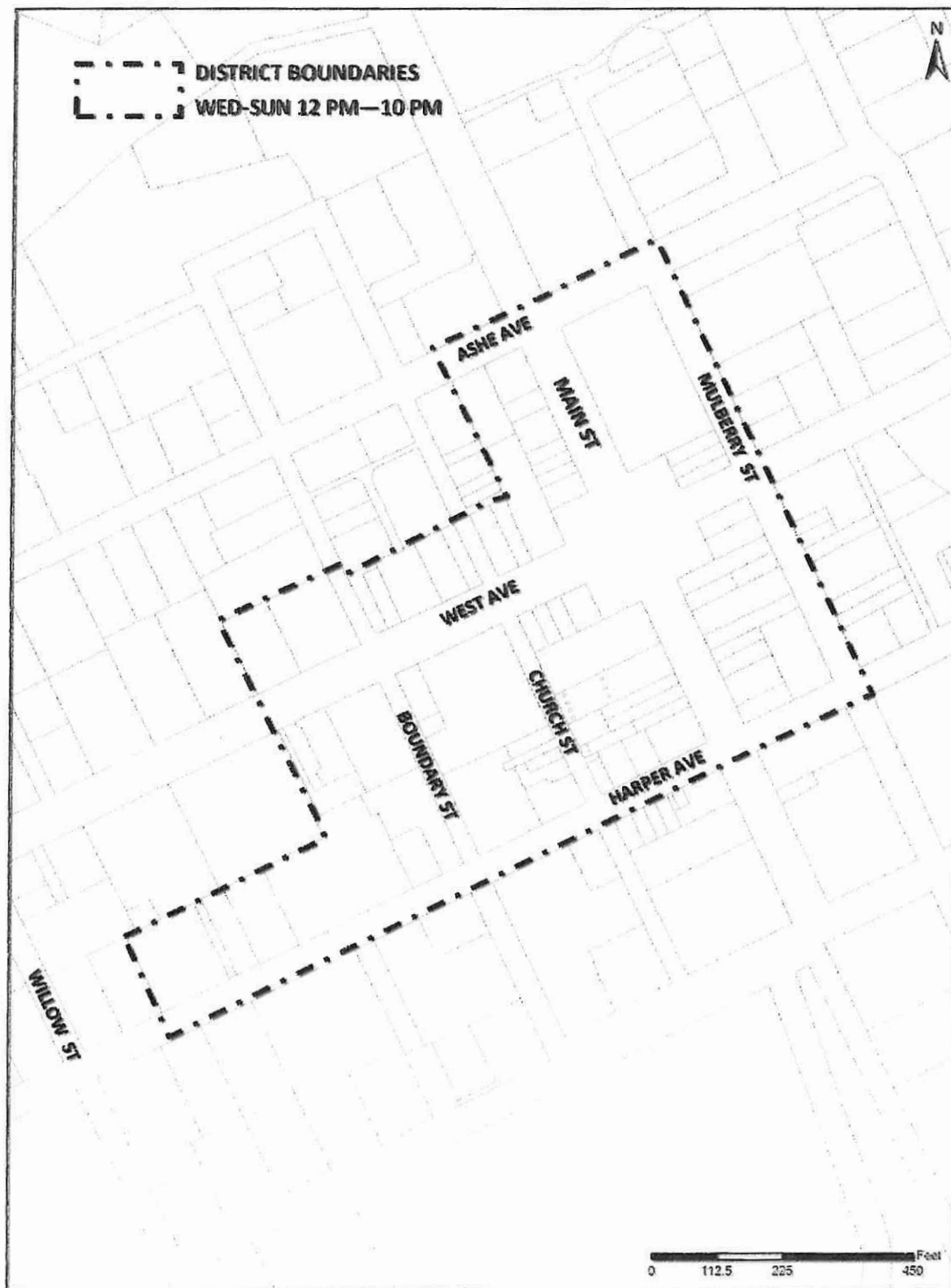
ATTEST, BY THE CLERK OF THE CITY COUNCIL OF THE CITY OF LENOIR, NORTH CAROLINA:

Shirley M. Cannon, City Clerk

****[Remainder of page intentionally left blank.]****

Exhibit "A"

DOWNTOWN LENOIR SOCIAL DISTRICT BOUNDARIES



UPDATED OCTOBER 14, 2022

Page 4 of 4

(Deletions indicated by ~~strike through~~; additions indicated by underline, omissions indicated by **** UPDATED 10-14-22)



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
F. KENT GREER
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS

**Ordinance Amending Appendix B – Traffic of the City of Lenoir Code of Ordinances
Lowering the Speed Limit on Various Roads in the City Limits of Lenoir**

WHEREAS, NCGS §20-141(e) authorizes local authorities within their respective jurisdiction by ordinances to set higher or lower speeds than that set forth in NCGS §20-141(b); and

WHEREAS, NCGS §160A-300 authorizes a city by ordinance to prohibit, regulate, divert, control, and limit pedestrian or vehicular traffic upon the public streets, sidewalks, alleys, and bridges of the city.

NOW, THEREFORE, BE IT ORDAINED, by the LENOIR CITY COUNCIL that:

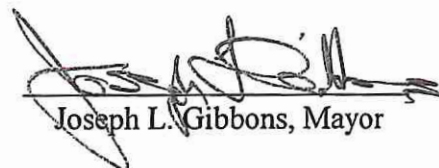
1. Appendix B - Traffic of the City Code of Ordinances, Section 114 titled "Twenty mile an hour speed limit on the following streets:" be amended to add the following streets:

<u>Street</u>	<u>From</u>	<u>To</u>	<u>Quadrant</u>
Pennwood Street	Entire Length		NE
Glenview Street	Entire Length		NE
Circle Drive	Entire Length		NE
Ridgecrest Drive	Entire Length		NE

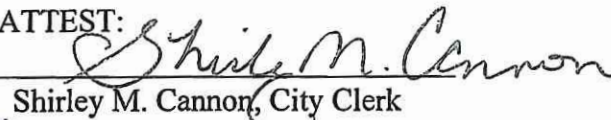
2. Staff is hereby directed to erect appropriate signs giving notice of the established speed limit
3. This ordinance shall become effective when the signs giving notice of the authorized speed limit are erected.

ADOPTED this 4th day of October, 2022.

SEAL


Joseph L. Gibbons, Mayor

ATTEST:


Shirley M. Cannon, City Clerk





CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
F. KENT GREER
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS

Capital Project Ordinance for the City of Lenoir

EPA Brownfields Grant #2

BE IT ORDAINED by the City Council Members of the City of Lenoir, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project to authorize activities for the EPA Brownfield Grant to conduct eligible assessment-related activities as authorized by CERLCA 104(k)(2) in the City of Lenoir, North Carolina. for Brownfield sites. The grant will provide funding to inventory, characterize, assess, and conduct cleanup, planning and community involvement related activities related to Brownfield sites.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Administrative Costs	\$ 11,900
Professional Services	<u>\$488,100</u>
Total	<u>\$500,000</u>

Section 4: The following revenues are anticipated to be available to complete this project:

US Environmental Protection Agency Brownfields Assessment Grant	\$500,000
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Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the Project Ordinance.

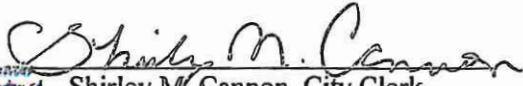
Section 6: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

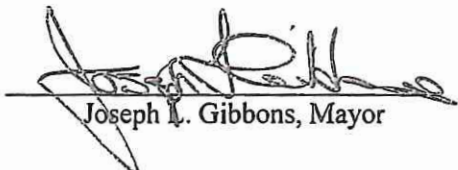
Section 7: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 8: Copies of this capital project ordinance shall be furnished to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 4th day of October, 2022

SEAL


Shirley M. Cannon, City Clerk


Joseph L. Gibbons, Mayor



CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Request a Budget Amendment for the Building Reuse Grant for Exela Pharma Sciences, LLC. The grant application was authorized on March 2, 2021.

Background Information:

The Building Reuse Grant for Exela Pharma Sciences, LLC was authorized on March 2, 2021. The Budget Amendment to allow for the receipt and expenditure of these funds is as follows:

Account	Amount of Increase
Building Reuse Grant Award	\$500,000.00
4110 – Economic Development Expenditures	\$500,000.00

Staff Recommendation:

Approve as requested

II. Reviewed by:

City Attorney:

Finance Director: Donna Bean

Public Works/Public Utilities Director:

Planning Director:

Recreation Director:

CITY OF LENOIR

2023 HOLIDAY SCHEDULE

Monday, January 2

New Year's Day

Monday, January 16

Martin Luther King, Jr. Day

Friday, April 7

Good Friday

Monday, May 29

Memorial Day

Tuesday, July 4

Independence Day

Monday, September 4

Labor Day

Friday, November 10

Veterans Day

Thursday, November 23

Thanksgiving Holiday

Friday, November 24

Monday, Tuesday & Wednesday

Christmas Holiday

December 25, 26, & 27

CITY OF LENOIR
LISTING OF
CITY COUNCIL MEETINGS FOR 2023

JANUARY

City Council	Tuesday, January 3	6:00 p.m.
City Council	Tuesday, January 17	6:00 p.m.
Committee of the Whole	Tuesday, January 24	8:30 a.m.

FEBRUARY

City Council	Tuesday, February 7	6:00 p.m.
City Council	Tuesday, February 21	6:00 p.m.
Committee of the Whole	Tuesday, February 28	8:30 a.m.

MARCH

City Council	Tuesday, March 7	6:00 p.m.
City Council	Tuesday, March 21	6:00 p.m.
Committee of the Whole	Tuesday, March 28	8:30 a.m.

APRIL

City Council	Tuesday, April 4	6:00 p.m.
City Council	Tuesday, April 18	6:00 p.m.
Committee of the Whole	Tuesday, April 25	8:30 a.m.

MAY

City Council	Tuesday, May 2	6:00 p.m.
City Council	Tuesday, May 16	6:00 p.m.
Committee of the Whole	Tuesday, May 23	8:30 a.m.

JUNE

City Council	Tuesday, June 6	6:00 p.m.
City Council	Tuesday, June 20	6:00 p.m.
Committee of the Whole	Tuesday, June 27	8:30 am.

JULY

City Council	Tuesday, July 18	6:00 p.m.
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***Only one meeting in July.**

AUGUST

City Council	Tuesday, August 1	6:00 p.m.
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City Council	Tuesday, August 15	6:00 p.m.
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Committee of the Whole	Tuesday, August 22	8:30 a.m.
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SEPTEMBER

City Council	Tuesday, September 5	6:00 p.m.
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City Council	Tuesday, September 19	6:00 p.m.
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Committee of the Whole	Tuesday, September 26	8:30 a.m.
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OCTOBER

City Council	Tuesday, October 3	6:00 p.m.
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City Council	Tuesday, October 17	6:00 p.m.
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Committee of the Whole	Tuesday, October 24	8:30 a.m.
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NOVEMBER

City Council	Tuesday, November 7	6:00 p.m.
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***Only one meeting in November**

DECEMBER

City Council	Tuesday, December 5	6:00 p.m.
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City Council	Tuesday, December 19	6:00 p.m.
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2023 SCHEDULE OF EVENTS**NCLM MEETINGS****Event**

TBA

Town & State Dinner

April 25-27

Annual City Vision Conference
(Concord, NC)**NLC MEETINGS****Event**

March 26-28

Congressional City Conference
(Washington, DC)

November 15 – 18

City Summit
(Atlanta, GA)

**COMMITTEE OF THE WHOLE
CITY HALL, THIRD FLOOR
TUESDAY, SEPTEMBER 27, 2022
8:30 A.M.**

PRESENT: Mayor Joe Gibbons, Mayor Pro-Tem Crissy Thomas, Councilmembers Jonathan Beal, Kent Greer, Todd Perdue, David Stevens, and Ralph Prestwood.

ABSENT: Councilman Ike Perkins.

STAFF

PRESENT: City Manager Scott Hildebran, City Clerk Shirley Cannon, Finance Director Donna Bean, Planning Director Jenny Wheelock, Planning & GIS Coordinator Hannah Williams, Police Chief Brent Phelps, Deputy Fire Chief Kenny Nelson, Public Services Director Radford Thomas, Public Utilities Operations Manager Jeff Church, Public Works Operations Manager Jonathan Hogan, Communications and Public Information Officer Joshua Harris.

I. CALL TO ORDER

A. Mayor Pro-Tem Crissy Thomas welcomed everyone and called the meeting to order.

II. CITIZEN COMMENT PERIOD

III. COMMITTEE ITEMS

- A. Update; Public Services – Radford Thomas, Public Services Director, gave the following report:
- Crossroads Sewer Replacement Project will be finished once the installation of pipe from Morganton Boulevard to Harper Avenue is complete. The timeline for this project is 45 days.
 - Biosolids Project will be completed upon the final punch list items being finished.
- B. Update; Public Works: Jonathan Hogan, Public Works Director, gave the following report:
- Sinkhole, Fire Station No. 1 – Director Hogan reported engineers are working on four (4) options for Staff to consider regarding the next steps to take. He remarked the sinkhole is getting larger.
 - Hospital Avenue Sidewalk Project –Staff continues to work on this project.
 - Paving – reported paving is currently being done on Swanson Drive to Norwood Street. This project will take two (2) weeks to complete.

Items for Council Action

1. RFQ for Engineering Design Services; Finley Area Water Improvements Project: Based upon our review, Staff recommends approval to negotiate a Service Agreement with McGill Associates of Hickory, NC, for the engineering services required for the design

and construction of the Finley Area Water System Improvements Project as stipulated by the final approval of the funding of the project by the North Carolina Division of Water Quality.

Public Services Director Thomas explained, as a condition of the funding award, the City is required to advertise and receive Request for Qualifications (RFQ) for the project. He stated, in an effort to move forward more quickly with this project, the City chose to move forward with the RFQ process prior to project approval by the Division of Water Infrastructure. The City sent out advertising of the project to ten engineering firms and received proposals from two engineering firms along with one no submittal response stating their qualifications, experience and references related to the nature of the work that is required for this project.

The City received a proposal from McGill Associates, Hickory, NC and Mattern and Craig, Hickory, NC. Director Thomas reported the City has been approved for \$6.3 million in State Capital and Infrastructure Fund (SCIF) funding that the City plans to utilize to make improvements to the Finley Area water distribution system. Director Thomas also stated Staff recommends McGill Associates due to their experience with these types of projects.

1. RFQ for Engineering Design Services; Finley Avenue Water Improvements Project: Based upon our review, Staff recommends approval to negotiate a Service Agreement with McGill Associates of Hickory, NC, for the engineering services required for the design and construction of the Finley Area Water System Improvements Project stipulated by the final approval of the funding of the project by the NC Division of Water Quality as presented and as recommended by City Staff.

Motion

Upon a motion by Councilmember Perdue, Council voted 6 to 0 to approve Staff's request to negotiate a Service Agreement with McGill Associates of Hickory, NC, for the engineering services required for the design and construction of the Finley Area Water System Improvements Project as stipulated by the final approval of the funding of the project by the NC Division of Water Quality as presented and as recommended by City Staff.

2. Authorizing Resolution; Stormwater Planning Grant: Director Thomas shared the NC Department of Water Infrastructure has made available a grant program to make funding available to eligible units of local government that have a need to develop a comprehensive stormwater management inventory that includes condition assessment of critical assets within the stormwater collection system, system mapping and Capital Improvement Projects (CIP) development as presented and as recommended.

Director Thomas pointed out the grant would provide up to \$400,000.00 to assist the City of Lenoir in undertaking this beneficial analysis of our stormwater assets. In addition, he stated if the application is funded through the Department of Water

Infrastructure, no match is required by the City. Also, he noted the authorizing resolution has to be approved by City Council prior to the application for grant funding being submitted to the NC Department of Water Infrastructure. The deadline to submit an application is Friday, September 30.

A copy of the Authorizing Resolution is attached to these minutes as information.

Motion

Upon a motion by Councilmember Perdue, City Council voted 6 to 0 to approve the proposed resolution authorizing the City Manager and Finance Director to execute and file the Stormwater Planning Grant application with the NC Department of Water Infrastructure for the project (City of Lenoir Stormwater Planning Project) as recommended and as described within the authorizing resolution.

IV. COMMUNITY DEVELOPMENT

- A. Lenoir Business Advisory Board: The Lenoir Business Advisory Board met on Thursday, September 8. Minutes of the meeting will be submitted. Kaylynn Horn, Main Street & Economic Development Director, presented a report of current projects.

Director Horn reported Staff is currently working on grants and a Master Plan for Downtown and The Campus Improvements Project. She stated the Master Plan would include recommendations for downtown parking plus a recommendation from the Consulting Firm. Director Horn also shared the Economic Snapshot Report for downtown will be available for review soon.

In addition, Staff continues to work on signage for Smith Crossroads, façade grants for downtown business owners and the establishment of a Social District in the downtown area. The NC Brass Band will conduct a free concert on Friday, September 30 at the former LHS Auditorium in celebration of the former Lenoir High School's 100th Anniversary.

- * Trick or Treat & the Mad Hatters Pumpkin Patch Parade - Friday, October 22 from 3-6 p.m. downtown.
- * Wood, Fire, Smoke Festival – Saturday, October 8 from 10:00 a.m. to 7:00 p.m. There will also be 68+ craft vendors at this event. A ticketed BBQ themed dinner will be held on Friday, October 7 at 1018 Harper Avenue, beginning at 7:00 p.m. Contact the Main Street Department for additional ticket information. Also, the North Carolina Main Street Champions & Gibbons Awards winners will be announced following the dinner.
- * Light-Up Lenoir will be held on Thursday, November 17 beginning at 5:00 p.m. in downtown.
- * The annual Christmas Parade will be held on Friday, December 2 at 6:30 p.m.
- * The 100th Year Celebration of the former Lenoir High School (LHS) will be held on

Friday, September 30 from 6:00 p.m. – 7:30 p.m. The NC Brass Band will perform at the auditorium.

B. Planning Board: The Planning Board met on Monday, September 26. Jenny Wheelock, Planning Director, presented an update on the meeting and current projects.

1. Update; West End & Whitnel Area Plan: Director Wheelock presented Staff's scoping analysis for a Southwest Sector plan, to include both the Whitnel and Joyceton areas. Both neighborhoods share characteristics of aging housing and signs of disinvestment, and both have a pattern of scattered residential pockets located close to heavy industrial areas. General discussion ensued about the existing rail line, housing issues, and greenway expansion.

Director Wheelock also reported on recent demolitions and property acquisition in West End. Next steps for small area plans are community engagement in West End, and more in depth data analysis on taxes and permits in the SW sector.

2. A public hearing is scheduled for Tuesday, October 4 to consider adoption of a proposed Conditional Zoning District by Ordinance for property located at Lowes rear entrance drive, off of McLean Drive, to be rezoned from R-12 (Medium Density Single Family) to CZ-9 Conditional Zoning), to allow for a multi-phase residential development featuring attached and detached dwellings, while preserving green space and environmentally sensitive areas.

In addition, Director Wheelock stated information would be submitted on a Special Use District application for property located behind the Courtney Building. As information, she remarked the current interest rate is affecting the housing market.

C. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board met on Monday, September 19 at Mulberry Recreation Center. Minutes of the meeting are submitted as information. Kenny Story, Parks & Recreation Director, presented updates on current activities.

- Fall baseball games are going well.
- LYSA Soccer games are underway.
- Youth basketball registration begins on October 24.
- A 9K Trail Run will be held on Saturday, October 8 beginning at 9:00 a.m. at the Lenoir Aquatic Fitness Center (LAFC). Registration is ongoing.
- All swimming activities at LAFC are now using the indoor pool. The outdoor pool closed on September 12.
- HVAC units are being installed in the LHS Auditorium along with LED lighting. Work continues replacing windows and additional work will be done in the gym and at Mack Cook Stadium.
- Currently waiting on the material for the Mack Cook Stadium Lighting Project. The

long range goal is to possibly add more seating.

- The Parks & Recreation Department was recently awarded a \$500,000 PARFT Grant for upgrades and renovations to the LAFC.
- A Master Plan is currently being compiled for the LHS Campus. The auditorium, gym, Mack Cook Stadium, Band building and the trade building are part of the Master Plan.

V. FINANCE AND ADMINISTRATION

- A. August Financial Summary: Finance Director Donna Bean, reviewed the Financial Summary as of August 31, 2022 and stated everything is on target to meet the projections for the year. The over/under balance in the General Fund is \$10,548,896.52, Downtown District (\$22,883.15), and Water /Sewer Fund \$820,394.02.

A copy of the August financial summary is attached to these minutes as information.

Director Bean reported the General Fund revenue is at 68% of the budgeted amount, which is slightly less than last year due to personal property taxes. In addition, she stated that downtown revenue is slightly down at 6% of the budget. The water and sewer fund revenues are at 18% and expenditures are at 10% because of expenses due to the Joyceton Water System.

- B. Fee Increase; Water & Sewer Taps: Staff recommends City Council approve the increase in Water and Sewer Tap Fees as submitted. (A copy of the Proposed Water and Sewer Tap Fees Increase Chart is attached to these minutes as information.)

Director Bean stated the last fee increase was in 2014 and the proposed fee schedule is based on replacement costs of the new meters for the AMI Project. Public Services Director Radford Thomas explained the City installed ¾" water meters and purchased radio read meters at a cost of \$200.00 each. The cost of these meters have now increased to \$300.00 to \$380.00. Director Thomas also mentioned the City has the expense of maintaining the network system for the metering system.

In addition, Director Thomas stated that water and sewer taps are 40% higher and the fee adjustment is one step the City needs to take. A brief discussion was held regarding the percentage of increases over the years.

Motion

Upon a motion by Councilmember Beal, Council voted 6 to 0 to adopt the Water and Sewer Tap Fees Increase Chart as recommended and as presented by Finance Director Bean.

- C. Title Changes: Staff recommends City Council approve title changes to be effective October 1, 2022 as submitted. (Please refer to the title change chart attached to these minutes as information.)

Director Bean explained the request for these title changes is to better reflect the level of responsibility of the positions and become more comparable with other municipalities with similar populations. She noted the request pertains only to the title changes and does not include a salary increase.

Motion

Upon a motion by Councilmember Prestwood, Council voted 6 to 0 to adopt the title changes as recommended and as presented by Finance Director Bean.

- D. Horticulture Specialist Position: Finance Director Donna Bean discussed a new position for a Horticulture Specialist for the City of Lenoir's Public Works Department. This individual will be responsible for the beautification of the City's grounds.

Public Works Manager Jonathan Hogan stated this person would perform landscape duties and also take care of the West Avenue parking lot. In addition, he stated the position allows the City to move forward with a contractor who can take care of any code violations pertaining to housing issues. This person will work with the Parks and Recreation Grounds Staff. A job description and salary range will be presented to City Council at the October 25 Committee of the Whole for their consideration of approval.

- E. Revised Travel Policy: Staff recommends City Council approve the revised Travel Policy for the City of Lenoir with an effective date of October 1, 2022 as submitted. The purpose of the travel policy is to provide specific guidelines to City employees and elected officials covering travel and reimbursement of allowable expenditures. The Department Directors are to ensure that all travel for their department is in compliance with this policy.

A copy of the Travel Policy is attached to these minutes as information and on file in the Finance Director's office.

Director Bean stated all items/forms pertaining to the Travel Policy have been combined into one document, which will allow Staff to submit their travel information and compare their City budget information at the same time. Currently, Staff submits paper copies and receipts for any expenses related to travel.

Motion

Upon a motion by Councilmember Stevens, Council voted 6 to 0 to adopt the revised Travel Policy with an effective date of October 1, 2022 as recommended and as presented by Finance Director Bean.

- F. Upgrades; IT Infrastructure & Financial Software: Staff recommends City Council authorize the upgrades to the IT Infrastructure and Financial Software at a cost of \$200,000 as submitted.

A copy of the server and security upgrades chart is attached to these minutes as information.

Director Bean explained in order to improve the security of the IT infrastructure for the City,

the servers and the firewall needs to be upgraded. She reported the finance software currently being used was purchased in 2008 and stated the City has reserved \$300,000 in ARPA funds to use for this project.

In addition, Director Bean reported the City can still use its same vendor and said the cost depends on the name brand of the equipment. She recommended the company Netgate and stated she also included a contingency fee in the quote.

Motion

Following a brief discussion regarding insurance coverage for cyber security and upon a motion by Councilmember Perdue, Council voted 6 to 0 to authorize the upgrades to the IT Infrastructure and Financial Software at a cost of \$200,000 as presented and as recommended by Finance Director Bean.

B. Update; Public Communications

1. Joshua Harris, Public Information Officer, reviewed the August Communications Report with City Council. Director Harris reported there were 9 news releases, 286 photos, 2 videos, 137 social posts, 27 questions & answers and 1 e-sign. There ere also 39,039 website views, 684 new followers, and 1,071 social views.

Director Harris stated the *News-Topic* is printing all of the articles he has submitted recently and also reminded everyone about the Wellness Committee's October Walking Challenge that participating employees will be entered into a drawing for several prizes. He shared the Committee plans to offer one wellness program per quarter.

VI. PUBLIC SAFETY

A. Update; Police Department:

Chief Phelps stated that National Night Out is from 6:00 p.m. – 9:00 p.m. on Tuesday, October 4 and mentioned Shake & Dog will provide hot dogs along with chips and a soft drink to participants. There will also be live music and vendors available.

Personnel: Chief Phelps stated Staff was currently participating in fall training exercises. He reported three (3) officers submitted their resignations for various reasons, but stated two officers will continue to remain as part-time staff.

Chief Phelps stated the Caldwell County School System applied for a grant in order to have two (2) officers serve as School Resource Officers in the elementary schools for 4-hours per day.

- B. Update; Fire Department: Deputy Fire Chief Kenny Nelson reported the department passed their annual pump test, which is called a "flow" test to measure the pump's flow and pressure. He stated the Department would also provide additional data on Hurricane Ian as it becomes available.

VII. OTHER

- A. October Calendar: By consensus of the Council, the calendar for the month of October was approved listing various committee meetings.
- B. Closed Session: Pursuant to N.C.G.S §143-318.11(a),(3), and upon a motion by Councilmember Perdue, which carried unanimously, City Council entered into closed session to discuss attorney/client privilege.
- C. Open Session: Upon a motion by Councilmember Prestwood, which carried unanimously, City Council re-entered into open session.

City Council took the following action upon returning to open session:

Motion

Following discussion and upon a motion by Councilmember Beal, City Council voted 5 to 0 to adopt a Consent Judgment Final Order of Abatement against Brandon Scott Harris for property located at 507 Oak Street. Note: Councilmember Greer was not present to vote on the Consent Judgment.

VII. ADJOURN

There being no further business, the meeting adjourned at 10:32 a.m.

Attachments

Authorizing Resolution for Stormwater
Water and Sewer Tap Fee Increase Chart
Title Changes Chart
Travel Policy
Chart for Upgrades for IT Infrastructure & Financial Software

Minutes-Committee of the Whole Meeting
Tuesday, September 27, 2022



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
F. KENT GREER
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS

CITY OF LENOIR
RESOLUTION BY GOVERNING BODY OF APPLICANT
FALL 2022 DEPARTMENT OF WATER INFRASTRUCTURE
STORMWATER PLANNING GRANT

WHEREAS, The City of Lenoir has need for and intends to construct, plan for, or conduct a study in a project described as the City of Lenoir Stormwater Planning Project and,

WHEREAS, The City of Lenoir intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF LENOIR:

That the City of Lenoir, the Applicant, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the Applicant agrees to include in the loan agreement (if necessary) a provision authorizing the State Treasurer, upon failure of the City of Lenoir to make a scheduled repayment of the loan, to withhold from the City of Lenoir any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

If applying for a regional project, that the Applicant will partner and work with other units of local government or utilities in conducting the project.

That Scott Hildebran, City Manager and/or Donna Bean, City Finance Director, the Authorized Officials, and successors so titled, are hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.



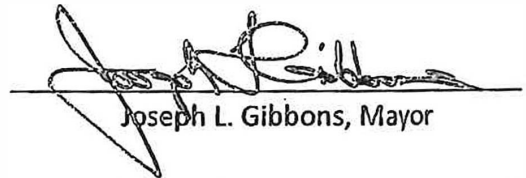
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That the **Authorized Officials**, and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 27th day of September, 2022 at Lenoir, North Carolina.

SEAL



Joseph L. Gibbons, Mayor

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting City Clerk of the City of Lenoir does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City Council of the City of Lenoir duly held on the 27th day of September, 2022; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this the 27th day of September, 2022.


Shirley M. Cannon, City Clerk

CITY OF LENOIR, NC
CHARTERED
JANUARY 28, 1851
SEAL



**City of Lenoir
Financial Summary
As of 8/31/2022**



General Fund					
	2022-2023 Budget	8/31/2022	% of Budget	Change from Previous Year	8/31/2021
Total Revenue	\$ 20,320,130.00	\$ 13,877,650.06	68%	\$ (317,294.32)	\$ 14,194,944.38
Expenditures	\$ 20,320,130.00	\$ 3,328,753.54	16%	\$ (4,013.66)	\$ 3,332,767.20
Over/Under	\$ -	\$ 10,548,896.52		\$ (313,280.66)	\$ 10,862,177.18
Downtown District					
	2022-2023 Budget	8/31/2022	% of Budget	Change from Previous Year	8/31/2021
Revenues	\$ 288,220.00	\$ 17,238.48	6%	\$ (1,809.31)	\$ 19,047.79
Expenditures	\$ 288,220.00	\$ 40,121.63	14%	\$ 15,024.18	\$ 25,097.45
Over/Under	\$ -	\$ (22,883.15)		\$ (16,833.49)	\$ (6,049.66)
Water/Sewer Fund					
	2022-2023 Budget	8/31/2022	% of Budget	Change from Previous Year	8/31/2021
Revenues	\$ 10,232,980.00	\$ 1,853,303.45	18%	\$ 130,964.18	\$ 1,722,339.27
Expenditures	\$ 10,232,980.00	\$ 1,032,909.43	10%	\$ (299,335.99)	\$ 1,332,245.42
Over/Under	\$ -	\$ 820,394.02		\$ 430,300.17	\$ 390,093.85

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Proposed Water and Sewer Tap Fees Increases

Water Tap Fees		
Meter Size	Proposed Fee - Based on replacement costs of the new meters for the AMI	Current Fee- last updated 2014
¾" water tap	\$ 1,500.00	\$ 900.00
1" water tap	\$ 1,850.00	\$ 1,200.00
1 1/2" water tap	\$ 2,300.00	\$ 2,000.00
2" water tap	\$ 2,800.00	\$ 2,500.00
Sewer Tap Fees		
4" sewer tap	\$ 1,500.00	\$ 900.00
6" sewer tap	\$ 1,850.00	\$ 1,200.00
Meter set fee	\$ 400.00	\$ 250.00

Recommendations			
To Be Effective 10/1/2022			
Department	Current Title	Proposed Title	Justification
Finance Department	Revenue Collector	Revenue Collections Manager	To better reflect the level of responsibility of the position.
Administration	Human Resources Specialist	Human Resources Manager	To better reflect the level of responsibility of the position.
Finance Department	Sr. IT Specialist	IT Manager	To better reflect the level of responsibility of the position.

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TRAVEL POLICY

Effective October 1, 2022

Purpose

The purpose of the travel policy is to provide specific guidelines to City employees and elected officials covering travel and reimbursement of allowable expenditures. This policy replaces all prior travel policies. This policy includes specific requirements and guidelines for payment and reimbursement of all allowable authorized travel expenses. The City assumes no obligation to reimburse any expenses that are not in compliance with this policy. Any exceptions or deviations from this policy will require The City Manager's approval before the related expenditure will be reimbursed.

Employee Responsibility

An employee or elected official traveling on official City business is expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Excess costs, circuitous routes, luxury accommodations and services unnecessary or unjustified in the performance of official City business are prohibited. Employees and elected officials will be responsible for unauthorized costs and any additional expenses incurred for personal preference or convenience. Willful violations of this policy may result in disciplinary action.

Finance Responsibilities

The Finance Department will review the employee's expense claim and reimburse the employee in accordance with the travel policy. When documentation is not received or is insufficient, reimbursement will not occur and the employee will be notified. When all proper documentation is received with approvals, payment will be in the next City check run.

Department Responsibilities

Each Department Director is responsible for managing the Department's travel budget. Directors must ensure that travel to conferences, or meetings will be done on the basis of necessity and economy. **The lack of available funds could result in a travel reimbursement request not being paid.** Directors are to ensure that all travel for their department is in compliance with this policy.

Reimbursable Expenses

Documentation for business travel must be provided if charged to the credit card or reimbursed to the employee. Examples of accepted documentation: Certificate of completion of a course, agenda for a conference, etc.

Reasonable transportation expenses as required will be paid on the basis of actual costs. Employees will be reimbursed at the current IRS mileage rate for round-trip mileage and mileage while at the job site. Employees should travel together when more than one individual is traveling to the same destination. Reimbursement for out-of-city transportation, parking, and other miscellaneous expenses require receipts.

Guidelines for Reimbursable Expenses Associated with City Travel

Automobile Transportation City employees should travel by the least expensive means available, taking into account the value of the employee's time and responsible stewardship of City resources. City employees are encouraged to use a City-owned vehicle for local travel, when practical.

- **City-Owned Vehicle:** When available and applicable, employees should request a City vehicle for travel in-state or in nearby states where driving would be less expensive than other means of travel.
 - Employees should fuel city-owned vehicles at the Public Works facility whenever possible.
 - City vehicles may only be driven by authorized City employees.
 - Carpooling is encouraged when multiple employees are traveling to the same location.
 - The City will pay for gas for City vehicles when the employee provides a copy of the receipt for payment.
- **Personal Vehicle:** If a City employee chooses to drive their personal vehicle for workrelated purposes, they should be aware that their personal insurance will be primary in case of an accident.
 - The City will reimburse personal vehicle mileage at the IRS rate at the time of travel.
 - If an employee uses their personal automobile traveling for City related business outside of Lenoir, the City will reimburse the employee from their point of departure (work or home) and their point of return.
 - Proof of mileage (Google Maps or similar print out) must be turned in with Travel Request and Reconciliation Form.
- **Rental Car:** Rental cars can be used for travel if the cost is economical. The City utilizes group rate pricing, please check with finance prior to renting a car. Rental cars at the destination are a reimbursable expense when they are required for business needs while traveling. Supervisors should confirm the necessity of a rental car prior to travel.
 - For transportation to and from airport, hotel, conference, training, or to get meals, employees should first use other modes of transportation (walk, taxi, shuttle, ride share) when they are available.
 - Rental cars may be approved by the supervisor if the employee can demonstrate and document a business need or other compelling necessity.
 - Rental cars are not allowed for personal convenience or to explore your travel location during non-conference/class time.
 - The City credit card should be used to pay for the rental car because it provides coverage on a 24-hour basis for damage due to collision or theft.
 - If the employee does not have a City issued credit card, employee may use a personal credit card if it supplies insurance or the employee's personal automobile insurance shall be primary coverage.

- **Non-Automobile Transportation:** The City will pay for non-automotive transportation when driving a City vehicle or personal vehicle is not a reasonable option.

The city will pay the following round-trip transportation fares:

- Train: regular ticket
- Bus: regular ticket
- Air: coach ticket
 - The City will not pay for upgrades or early check-in fees. The employee may choose to add these features at their own expense, which shall not in any way penalize the reimbursement of the basic round-trip expense.
 - A luggage check fee will be reimbursed when the employee provides a copy of the receipt for payment.
 - Transportation fees: may include personal vehicle mileage, taxi, shuttle, ride share (Uber or other) to and from airport if directly related to the business travel.
- **Lodging:** The City will pay for the actual cost of lodging (room, taxes and associated fees only) for the duration of city related travel. Overnight accommodations will be provided if the distance traveled exceeds 60 miles each way from the workplace. Generally, if an event is less than an hour's drive from their home (about 60 miles), an employee may opt to drive each day. However, if the Director, supervisor and/or the employee decide that staying at the hotel allows them to make better use of the training, if there is a City benefit, or if the travel creates an unreasonable burden, the supervisor may choose to include lodging. A brief description of the rationale for the choice should be added to the travel request for consistency when considering similar requests. Employees traveling overnight must request authorization from their Department Director. All travel over a 300 mile distance or requiring travel by means other than personal or City vehicle requires the City Manager's approval on a Request for Travel Request and Reconciliation form prior to traveling. Reimbursement will not occur without approval. You may be responsible for expenditures without approval prior to travel. The request must include the location, length of stay, and approximate cost to the City, as well as the reason for traveling. Reasonable lodging expenses, with supporting receipts, will be paid by the City at their actual cost for a standard room. The City will pay for the minimum number of nights required to conduct City business. Employees are encouraged to stay at the hotel hosting events. If employees choose to extend their stay for personal reasons, they may do so at their own expense.
- **Registration Fees:** All registration costs for the employee will be reimbursed by the City. Documentation of the conference such as conference registration forms and agendas should be attached with other required receipts. Certificates of completion will also be accepted.
- **Meal Costs:** Reimbursement of the actual costs of meals will require itemized receipts. Credit card receipts showing only the totals will not be accepted. When traveling overnight, employees will be reimbursed for reasonable meal expenses based on the U. S. General Services Administration (GSA) basis for meals and incidental expenses (IE). The GSA Meal rate will be based on the location to which the individual is traveling as listed on the GSA website <http://www.gsa.gov/portal/content/110007>. Please see Appendix A for steps to look up reimbursement rates. The employee shall not exceed the total allowable GSA Meal rate for the day. Written approval of the City Manager is required if meals are over the GSA Meal rate for the

day. Without City Manager's approval the employee will be responsible for the amount over the GSA Meal rate for each day. Please note that tips should not exceed 20% of the cost of the meal.

When the departure day or day of return is a partial day, meals will be reimbursed based on the following schedule.

- Breakfast – depart prior to 7:00 a.m.
- Lunch – depart prior to 11:00 a.m. (day of departure) or return after 2:00 p.m. (day of return)
- Dinner – depart prior to 5:00 p.m. (day of departure) or return after 7:00 p.m. (day of return)
- **Day trip travel reimbursement.** The City will reimburse an employee for lunch per diem rate when traveling out of city on business in which a return to the city for lunch would be time and cost-prohibitive.

When a day trip creates an extended workday, where the traveler:

- Departs before 6 a.m., breakfast can be reimbursed at one-third the per diem rate for the location to which the traveler is going.
- Returns home after 7 p.m., dinner can be reimbursed at one-third the per diem rate for the location from which the traveler is returning.
- Generally, these meals are taxable as wages to the employee because travel must be away from home overnight to be excluded.

Non-Reimbursable Expenses

1. The City will not be charged for in-room movie rentals, laundry fees, fitness room fees, or hotel room upgrade fees. These will be paid by the employee upon check-out.
2. Employees will not be reimbursed for upgraded airline seats, priority boarding, or other voluntary amenity services.
3. There will be no reimbursement for tobacco products, alcoholic beverages, or personal care items.
4. Employees are responsible for any parking tickets or traffic violations.
5. All costs incurred for family members are the responsibility of the employee.
6. Separate charges for sports or entertainment connected to a conference are not reimbursable or an allowable charge on a credit card.

NOTE: These lists of reimbursable and non-reimbursable expenses are not considered all-inclusive. Public purpose must be considered for all costs incurred.

Procedure for Reimbursement

Reimbursement Request

Requests for reimbursement must be accounted for within 90 days after costs are incurred. The City will not process requests for reimbursements submitted after the 90th day. Employees will complete the Travel Request and Reconciliation form to receive reimbursement. All itemized receipts for the costs of lodging, transportation, and registration fees must be attached. Credit card receipts that only show totals and not the list of expenses are not sufficient documentation. Travel expenses paid by credit card must be listed on the

Minutes-Committee of the Whole Meeting
Tuesday, September 27, 2022

Credit Card Expense Form. Reimbursement will be paid in the next check run if the reimbursement is approved.

How to Request Travel

- | | |
|-----------|--|
| Prepare | <ul style="list-style-type: none">•Employee provides supervisor with request and documentation•Supervisor authorizes request; identifies and documents any special circumstances |
| Travel | <ul style="list-style-type: none">•Employee travels per authorized request•Employee retains all receipts as needed (exception: no receipts for meals if per-diem advance is used) |
| Reconcile | <ul style="list-style-type: none">•Employee provides receipts and supporting documentation, identifying any deviations from approved travel request to supervisor•Supervisor reviews and forwards to Accounts Payable for financial reconciliation•Accounts Payable processes reconciliation |

Appendix A

Go to <https://www.gsa.gov/travel/plan-book/per-diem-rates?gsaredirect=portalcategory>



U.S. General Services Administration

Per Diem Lookup

Buy Through Us ▾ Sell to Government ▾ Real Estate ▾ Policy & Regulations ▾ Small Business ▾ Travel ▾ Technology ▾

Home ▸ Travel ▸ Plan & Book ▸ Per Diem Rates

Overview

FY 2023 Per Diem Highlights

FAQ

Per Diem Contacts

Mobile Breakdown

Factors Influencing Lodging Rates

Per Diem Boundaries

Fire Safe Hotels

Per Diem Files

Rates are set by fiscal year, effective October 1 each year. Find current rates in the continental United States ("CONUS Rates") by searching below with city and state (or ZIP code), or by clicking on the map, or use the new [per diem tool to calculate trip allowances](#).



FY 2023 Per Diem Rates Now Available

Please note! The FY 2023 rates are NOT the default rates until October 1, 2022.

You must follow these instructions to view the FY 2023 rates. Select FY 2023 from the drop-down box above the "Search By City, State, or ZIP Code" or "Search by State" map. Otherwise, the search box only returns current FY 2022 rates.

Search by City, State or ZIP

For Fiscal Year:

2023 (Current Year) ▾

Select a State ▾

City (optional)

OR

ZIP

Find Rates

Search by State

City of Lenoir

Travel Policy

Select State of Travel and enter.

Meals & Incidentals (M&IE) Breakdown

The rates listed below are for Lenoir County employees traveling.

M&IE Total - This data is available for a single calendar day of travel when that day is between the first and last day of travel.

Breakfast, lunch, dinner, incidentals - Expenses are reported for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Expenses are reported for each day of travel between the first and last day of travel.

First & Last day of travel - Amount received on the first and last day of travel and equals 75% of total M&IE.

Show entries: 10

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Asheville	Buncombe	\$64	\$14	\$16	\$20	\$5	\$48.00
Atlantic Beach / Morehead City	Carteret	\$64	\$14	\$16	\$20	\$5	\$48.00
Chapel Hill	Orange	\$74	\$17	\$18	\$24	\$5	\$54.00
Charlotte	Mecklenburg	\$68	\$16	\$17	\$21	\$5	\$51.00
Cornham	Durham	\$64	\$14	\$16	\$20	\$5	\$48.00
Fayetteville	Cumberland	\$64	\$14	\$16	\$20	\$5	\$48.00
Greensboro	Guilford	\$64	\$14	\$16	\$20	\$5	\$48.00
Hill Country	Dare	\$74	\$17	\$18	\$24	\$5	\$54.00

Choose the City closest to your destination. This will be the maximum amount of reimbursement allowable. Actual itemized receipts are required. Per diem standard amounts will be based on the rate for Lenoir for the current year. It is not a per diem amount. Rates change annually.

Travel Request & Reconciliation Form

Name of Traveler
Department of Traveler

When and where will you be traveling?

Purpose for Travel
Destination (city, state)
Travel Start Date
Travel End Date
Event Start Date
Event End Date

Justification for how attending this event ties into your currently assigned responsibilities and/or career development AND funding source.

This form is required if you are traveling by airplane, per diem, and/or out of the overnight status.

Documents to include with REQUEST:

Agenda
Comparison pricing for transportation
Comparison pricing for lodging
Mileage print out
Payment Request Form for Registration and/or Advance (if GSA Per Diem Print Out)

Documents to include with RECONCILIATION:

Itemized receipts for actual expenses (e.g., plane, hotel, taxi, etc.)
noted with method of payment
Mileage print out if different than request
All documents required for requests should be included with the Reconciliation

Must be confirmed by supervisor.

1. REQUEST (Budgeted)				2. RECONCILIATION (Actuals)										
	Amount	Budget Code	Method of Payment	01/01/22	01/02/22	01/03/22	01/04/22	01/05/22	01/06/22	01/07/22	Amount	Budget Code	Method of Payment	
Transportation	Car (Mileage only, not gas)													
	Personal Car													
	Plane													
	Train													
	Other													
Per Diem	MILE Full Rate													
	100% Per Diem													
	75% Per Diem (Travel days)													
	Lodging													
Lodging	# of nights													
	Room Rate/night													
Other	Registration													
	ESTIMATED EXPENSE:													
	Requested Travel Advance													
				Mileage as per print out 0.00 Mileage Rate 0.625 \$ 0							Actual Business Expense of Trip: Less A/P Check Forward: Less Credit Card Purchases: Less Cash Advance by City: Balance Due City: Balance Due Employee:			

*Blue highlighted area should be completed for the request
*If traveler owes the City, submit check or money order with Reconciliation
*Reconciliation should be submitted within ten (10) business days
*See Travel Policy for more information on Travel Expense Request & Reconciliation including:

By signing below, I certify that expenditures claimed will be/were incurred in the service of Ceburus Health Alliance.

Employee

Date

By signing below, I certify that sufficient budget is available in the departments "Training & Education" line item and that employees' attendance for purpose of travel is justified

Supervisor/Program/Budget Manager

Date

By signing above, I confirm this instrument has been presubmitted in the manner required by the Local Government Budget and Fiscal Control Act

Date

Minutes-Committee of the Whole Meeting
Tuesday, September 27, 2022

Minutes-Committee of the Whole Meeting
Tuesday, September 27, 2022

SERVER AND SECURITY UPGRADES	COST
NETGATE	106,323.00
HARRIS UPGRADE	75,723.74
TOTAL	182,046.74
CONTINGENCY	17,953.26
ESTIMATED COST	200,000.00

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

The City of Lenoir contracted with Precision Infrastructure Management to develop an ADA Transition Plan. Staff recommends City Council adopt the Americans with Disabilities Act Transition Plan.

Background Information: The City of Lenoir contracted with Precision Infrastructure Management to develop an ADA Transition Plan to evaluate the City's adherence to ADA federal guidelines. The plan is now complete and staff recommends City Council adopt the Americans with Disabilities Act Transition Plan.

II.

Staff Recommendation:

Approve as requested

III. Reviewed by:

City Attorney:

Finance Director: Donna Bean

Public Works/Public Utilities Director:

Planning Director:

Recreation Director:

City of Lenoir, NC

ADA Self-Evaluation And Transition Plan

Prepared By:



September 30, 2022

INTRODUCTION

The purpose of an ADA Transition Plan is to ensure the residents and visitors of Lenoir have full access to the City's public right-of-way and public facilities. It is designed to accommodate disabled persons of Lenoir to achieve fair access to facilities without limiting their quality of life. The City of Lenoir is committed to meet all the accessibility needs of disabled individuals. This ADA Transition Plan includes those plan components specifically requested by the City of Lenoir to fulfill requirements of the ADA.

TRANSITION PLAN AND PURPOSE

The [Americans with Disabilities Act \(ADA\)](#) is a civil rights law prohibiting discrimination against individuals on the basis of disability. It was enacted on July 26, 1990 and was amended in 2008 with the ADA Amendments Act. The ADA consists of five titles outlining protections in the following areas:

- I. Employment
- II. State and local government services
- III. Public accommodations
- IV. Telecommunications
- V. Miscellaneous provisions

As required by Title II of ADA ([28 CFR Part 35 Sec. 35.105 and Sec. 35.150](#)), Lenoir has conducted a self-evaluation of its facilities on public property and within public rights-of-way; and has developed this Transition Plan detailing the methods to be used to ensure compliance with ADA accessibility requirements.

AGENCY REQUIREMENTS

Under Title II, Lenoir must meet these general requirements:

- Must designate at least one responsible employee to coordinate ADA compliance [[28 CFR Sec. 35.107\(a\)](#)]. This person is typically referred to as the ADA Coordinator. The public entity must provide the ADA Coordinator's name, office address, and telephone number to all interested individuals [[28 CFR Sec. 35.107\(a\)](#)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [[28 CFR Sec. 35.106](#)]. The notice must include the identification of the employee serving as the ADA Coordinator and must provide this information on an ongoing basis [[28 CFR Sec. 104.8\(a\)](#)].

- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [[28 CFR Sec. 35.107\(b\)](#)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

DESIGNATION OF RESPONSIBILITY

In accordance with [28 CFR 35.107\(a\)](#), Lenoir has designated the following person to serve as ADA Title II Coordinator, to oversee Lenoir's policies and procedures:

Name: David Coffey
Title: Risk Manager/Purchasing Agent
Contact Information is provided in Appendix E

In accordance with [28 CFR 35.150\(d\)\(3\)](#), Lenoir has designated the following person to serve as ADA Transition Plan Implementation Coordinator, to monitor Lenoir's progress and manage review and updates of this document:

Name: David Coffey
Title: Risk Manager/Purchasing Agent
Contact Information is provided in Appendix E

SELF EVALUATION

Overview

Under Title II of the ADA ([28 CFR Sec. 35.105](#)), public entities are required to perform a self-evaluation of their facilities on public property and within public rights-of-way, in order to identify any obstacles or barriers to accessibility that need to be addressed. The general categories of items to be evaluated include: sidewalk mileage calculation, vertical height displacement locations, absence of curb ramps or detectable warnings, demolition and replacement, narrow or missing sidewalk sections, and facility evaluations. Public entities are required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments [[28 CFR Sec. 35.105\(b\)](#)].

Process & Findings

In June 2022 Lenoir completed a self-evaluation of its facilities within public rights-of-way regarding accessibility. The following right-of-way deficiencies were requested by the City: specific sidewalk areas of approximately 24.7 miles, vertical height displacement locations, absence of curb ramps, absence of detectable warnings, missing or narrow sidewalks, driveway accessibility issues (running/cross slope), cross slope issues generally, and areas that may require demolition and replacement. These deficiencies were cataloged in a geodatabase and provided to the City.

The City also conducted an assessment of all public access facilities to identify barriers to accessibility for programs and services. The methodology used to conduct the condition study followed the ADA Guidelines for ADA Transition Planning, Public Right of Way Accessibility Guidelines, and Self- Assessment Checklists for Public ROW and Facilities. The references to these are provided below:

- ADA Transition Plan Guidelines Title II Checklist: [Checklist](#)
- Public Right-of-Way Accessibility Guidelines: [PROWAG](#)
- ADA Accessibility Guidelines: [ADAAG](#)
- ADA Guide for Small Towns: ADA Guide

Detailed inventories and findings from this review are provided in Appendix A.

An important component of the self-evaluation process is the identification of obstacles or barriers to accessibility and the corresponding modifications that will be needed to remedy these items. The following sections provide a summary of improvements and obstacles that Lenoir plans to address as part of this Transition Plan.

PUBLIC OUTREACH

Lenoir recognizes that public participation is an important component in the development of this transition plan. Input from the community has been gathered and used to help define priority areas for improvements within the jurisdiction of Lenoir.

Public outreach for preparation of this document has consisted of the following activities which can be found in Appendices B through E:

- ADA Transition Plan Review Checklist
- Announcement of the ADA assessment at a Council Meeting
- Adoption of a Grievance Procedure
- A public survey disseminated through the City's website and available at City Hall

This document will also be made available for public comment. Appendix C provides a summary of comments received and detailed information regarding the public engagement survey.

PUBLIC NOTICE OF ADA REQUIREMENTS AND GRIEVANCE PROCEDURES

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities with regard to ADA compliance. A draft of this public notice is provided in Appendix D. If users of Lenoir's facilities and services believe the City has not provided a reasonable accommodation they have the right to file a grievance. In accordance with [28 CFR Sec. 35.107\(b\)](#), the City has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints or concerns. This grievance procedure is outlined in Appendix D.

PLAN IMPLEMENTATION OF CORRECTIVE ACTIONS

- Prioritize identified issues.
- Inform and educate City officials of findings.
- Develop a budget for addressing issues.
- Coordinate a schedule of needed modifications with proposed remediations.

PUBLIC ACCESSIBILITY TO PLAN

The ADA Transition Plan will be available for review on the City of Lenoir's website and a printed copy is available for review by request at City Hall.

City of Lenoir
801 West Ave NW
Lenoir, NC 28645

FORMAL ADOPTION OF ADA TRANSITION PLAN

This ADA Transition Plan is hereby adopted by the City of Lenoir, effective October of 2022.

Signed:

ADA Title II Coordinator

Date

ADA Transition Plan Implementation Coord.

Date

Authorizing Official

Date

APPENDIX A

Sidewalk Right of Way

Self-Assessment

City of Lenoir, NC

ROW Self-Assessment and Condition Study

Prepared By:



September 30, 2022

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INTRODUCTION

The City of Lenoir, NC contracted with Precision Infrastructure Management (PIM CS LLC) in February 2022 to complete an ADA Transition Plan including a Self-Assessment and Condition Study of the City's public right of way assets. The purpose of an ADA Transition Plan is to ensure the residents and visitors of Lenoir have full access to the City's public right-of-way and public facilities. It is designed to accommodate disabled persons of Lenoir to achieve fair access to facilities without limiting their quality of life. The City of Lenoir is committed to meet all the accessibility needs of disabled individuals as required by Title II of ADA ([28 CFR Part 35 Sec. 35.105 and Sec. 35.150](#)). This Self-Assessment and Condition Study is an integral part of the overall ADA transition planning process identifying current-state conditions and identifying maintenance actions and resources required for the City to bring its public right of way assets into ADA compliance. PIM CS LLC completed the Self-Assessment and Condition Study in June 2022. This report is a comprehensive review of the condition study and includes an asset management plan to support the City's budgeting and work planning processes as part of their ADA Transition Plan.

The Study found a total of 3,481 deficiencies across 24.7 miles of sidewalk assets maintained by the City. A breakdown of the deficiencies by category is covered in the Assessment Findings Summary section of this report.

SELF-ASSESSMENT

Overview

Under Title II of the ADA ([28 CFR Sec. 35.105](#)), public entities are required to perform a self-assessment of their facilities on public property and within public rights-of-way, in order to identify any obstacles or barriers to accessibility that need to be addressed. The general categories of items to be evaluated include: sidewalk mileage calculation, vertical height displacement locations, absence of curb ramps or detectable warnings, demolition and replacement, and facility assessments. Public entities are required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-assessment process by submitting comments ([28 CFR Sec. 35.105\(b\)](#)).

Process & Findings

In 2021 Lenoir identified the need to perform a Self-Assessment of its sidewalks within public rights-of-way regarding accessibility. PIM was contracted to complete the Self-Assessment in February 2022. The City identified 11 deficiency conditions to be included in the right of way self-assessment and condition study across approximately 25 miles of sidewalk. All deficient conditions were cataloged in a geodatabase and provided to the City. The methodology used to conduct the condition study followed the ADA Guidelines for ADA Transition Planning, Public Right of Way Accessibility Guidelines, and Self-Assessment Checklists for Public ROW. The references to these are provided below:

- ADA Transition Plan Guidelines Title II Checklist: [Checklist](#)
- Public Right-of-Way Accessibility Guidelines: [PROWAG](#)
- ADA Accessibility Guidelines: [ADAAG](#)
- ADA Guide for Small Towns: ADA Guide

ASSESSMENT FINDINGS SUMMARY

The field assessment of 24.7 miles of City of Lenoir sidewalk assets identified a total of 3,481 deficient conditions across the 7 assessment categories within the scope of the project. The deficiencies are reviewed in detail in the following sections.

No Curb Ramp – 79

Deficient Curb Ramp – 321

Sidewalk Gaps – 4

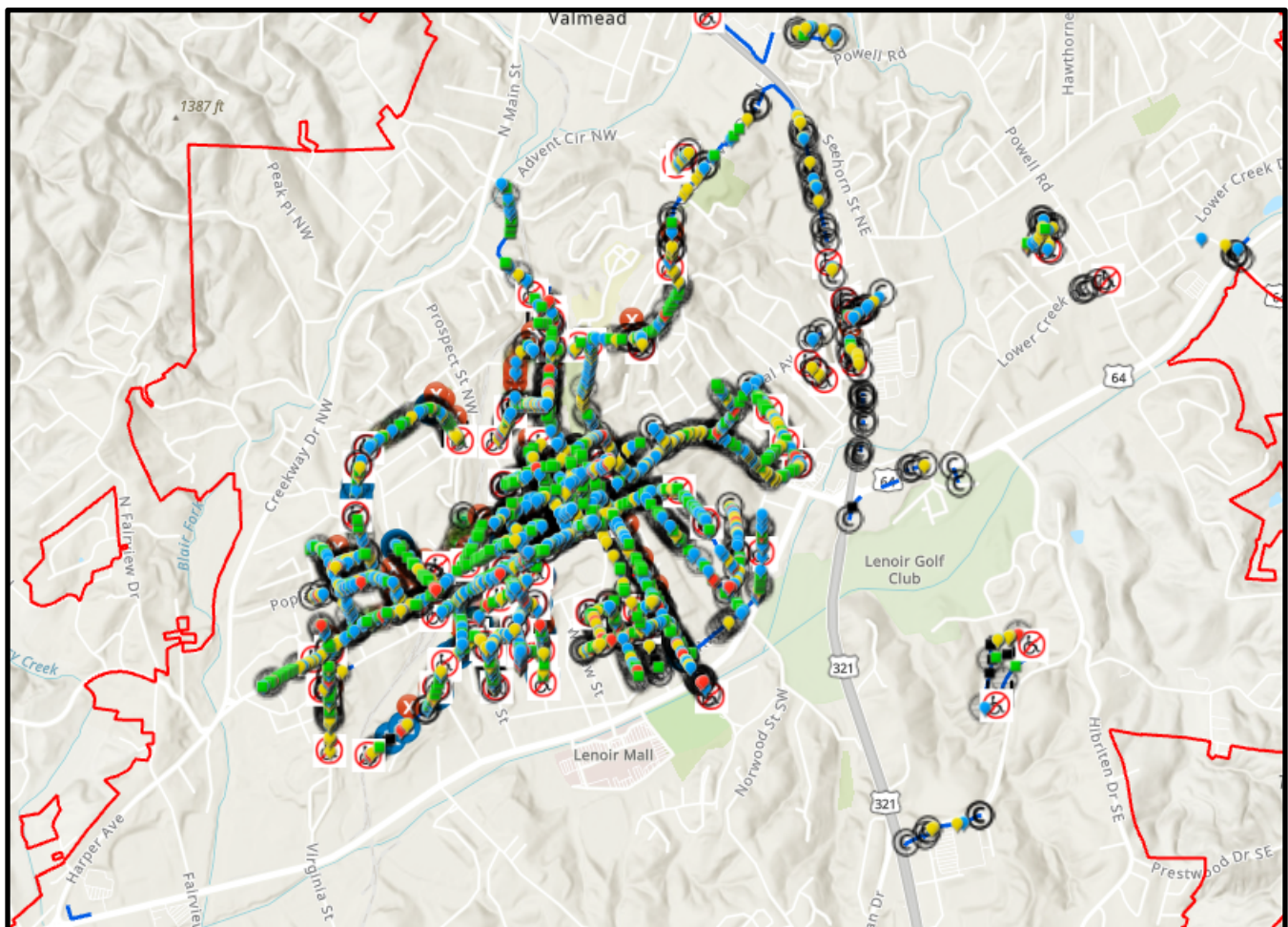
<4 Ft. Passable Sections – 290

Driveway Acc. Barrier – 399

Cross Slope – 57

Sidewalk Deficiencies – 2315

- D&R – 638
- Small VHD – 527
- Medium VHD – 986
- Large VHD – 165



FINDINGS BY DEFICIENCY CATEGORY

1.0 Curb Ramps and Detectable Warnings

1.1 Assessment Specification

Curb ramps were assessed based on the following criteria:

- Absence of Ramp (where required)
- No Detectable Warning Device (DWD)
- Cross Slope > 2.1%
- Running Slope > 8.3%
- Width < 4ft
- Absence of Flush Transition
- Absence of Perpendicular Grade Break
- Needs Replacement

1.2 Assessment Results

There were 336 curb ramps evaluated during the assessment. Of these ramps, 2 require only that a detectable warning be added. There were 79 locations requiring curb ramps that did not have them and 319 locations where complete replacement of the curb ramp is needed.

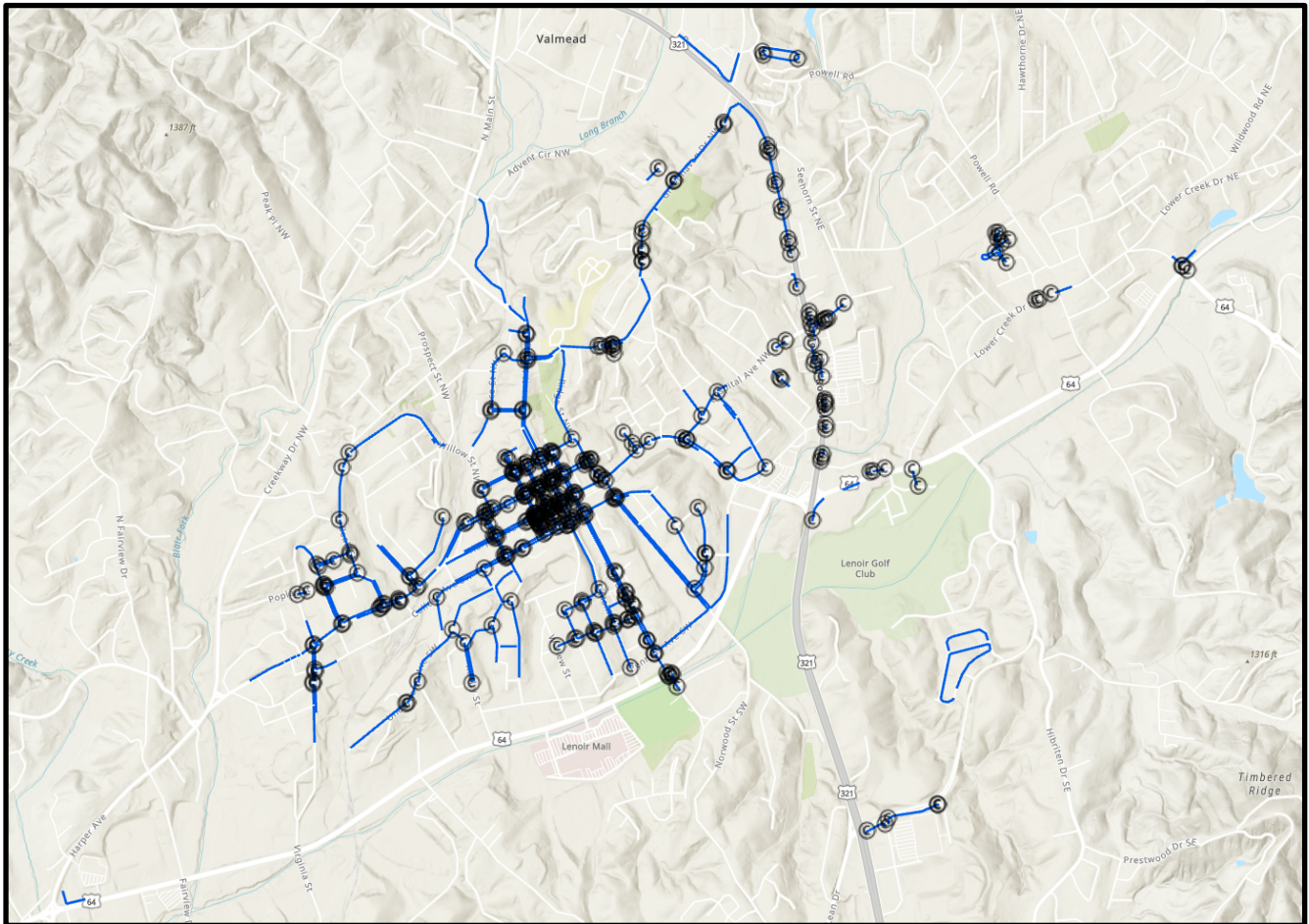
1.3 Priority Repairs

Attribute	Qty
Missing Detectable Warning (compliant otherwise)	2
No Curb Ramp	79
Curb Ramp Replacement (cross slope, running slope, landing, condition poor)	321

1.4 Estimated Repair Costs

Curb Ramp Installation is projected to average \$1,000.00 per location, and Detectable Warning Installation at \$450.00 per location. A prioritized summary of repair costs is provided in Appendix A.

1.5 Locations and Examples of Curb Ramp Deficiencies



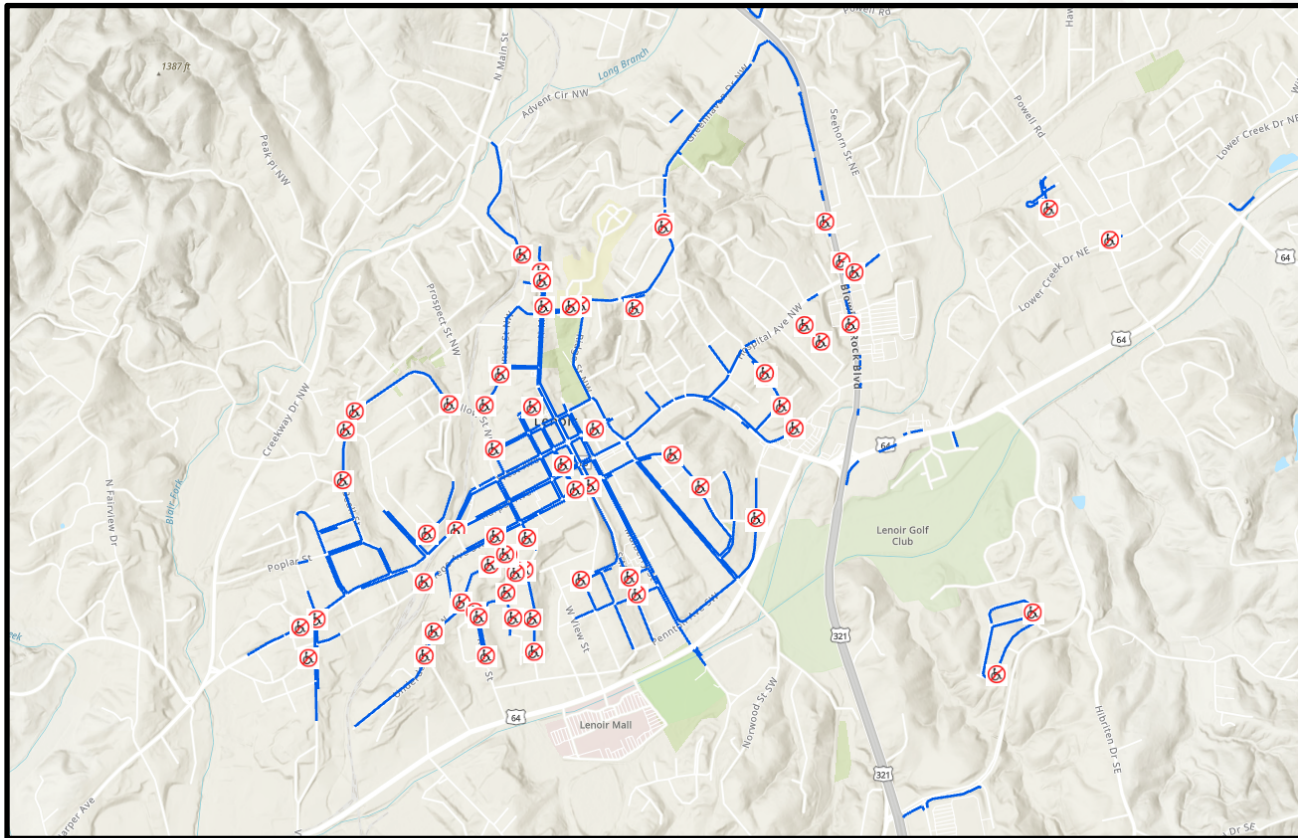
No Appropriate DWD



Deficient Curb Ramp (Slope)



1.6 Locations with No Curb Ramp



No Ramp Example



2.0 SIDEWALKS

2.1 Assessment Specifications

Sidewalk Vertical Height Displacement (VHD) Severity class:

- Small ($\frac{1}{4}$ " up to $\frac{1}{2}$ ")
- Medium ($\frac{1}{2}$ " up to 1.0")
- Large (1.0" up to 2.5")
- Demolish and Replace (D&R) (>2.5" or > 4 cracks)

2.2 VHD Assessment Results

2.2.1 Vertical Height Displacement (VHD) Totals

Small	527
Medium	986
Large	165
D&R	637

2.2.2 Priority VHD Repairs

All D&R and Large VHD locations (803) should be considered as priority repairs.

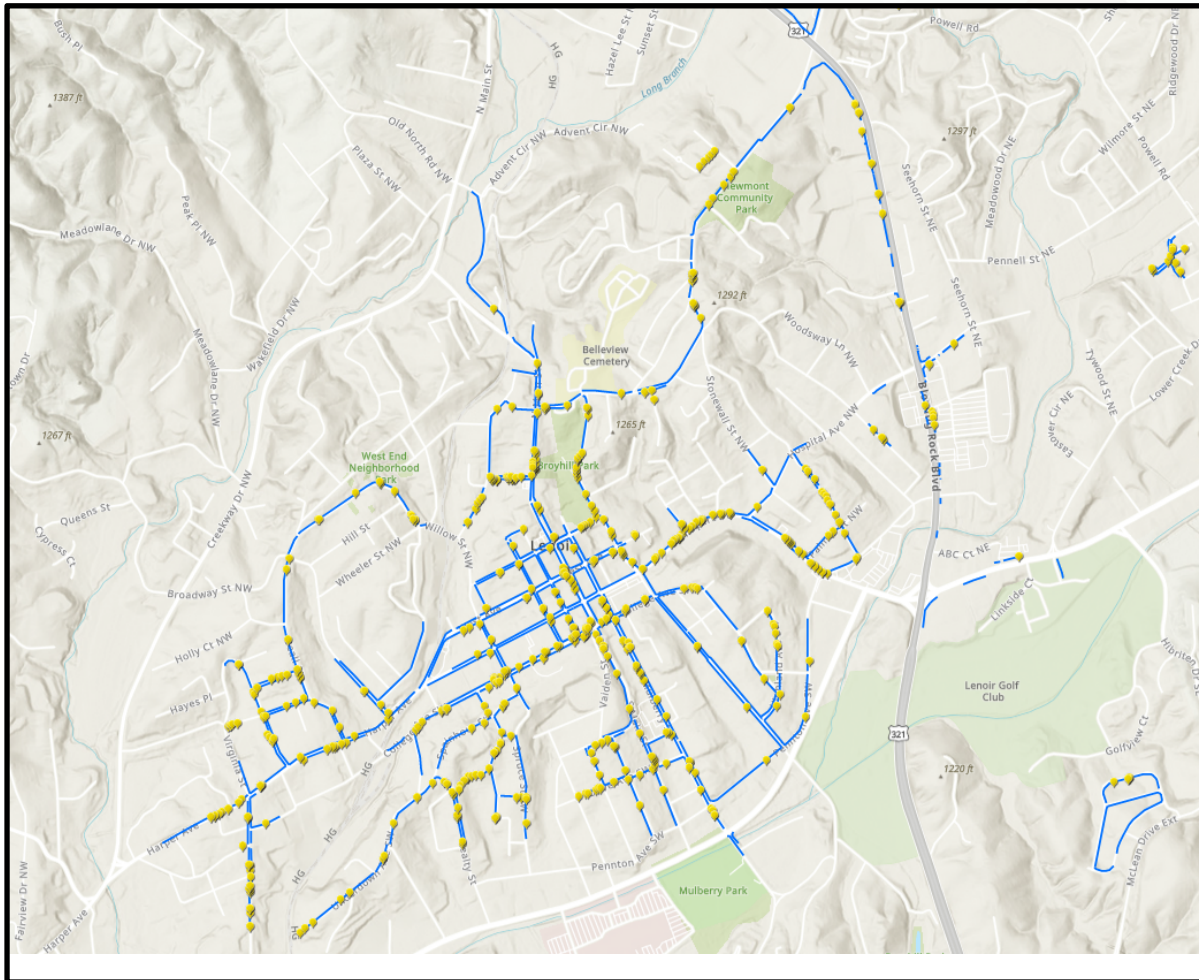
2.2.3 VHD Estimated Repair Cost

Repairs for VHD are based on an average of \$3.95 per square foot.

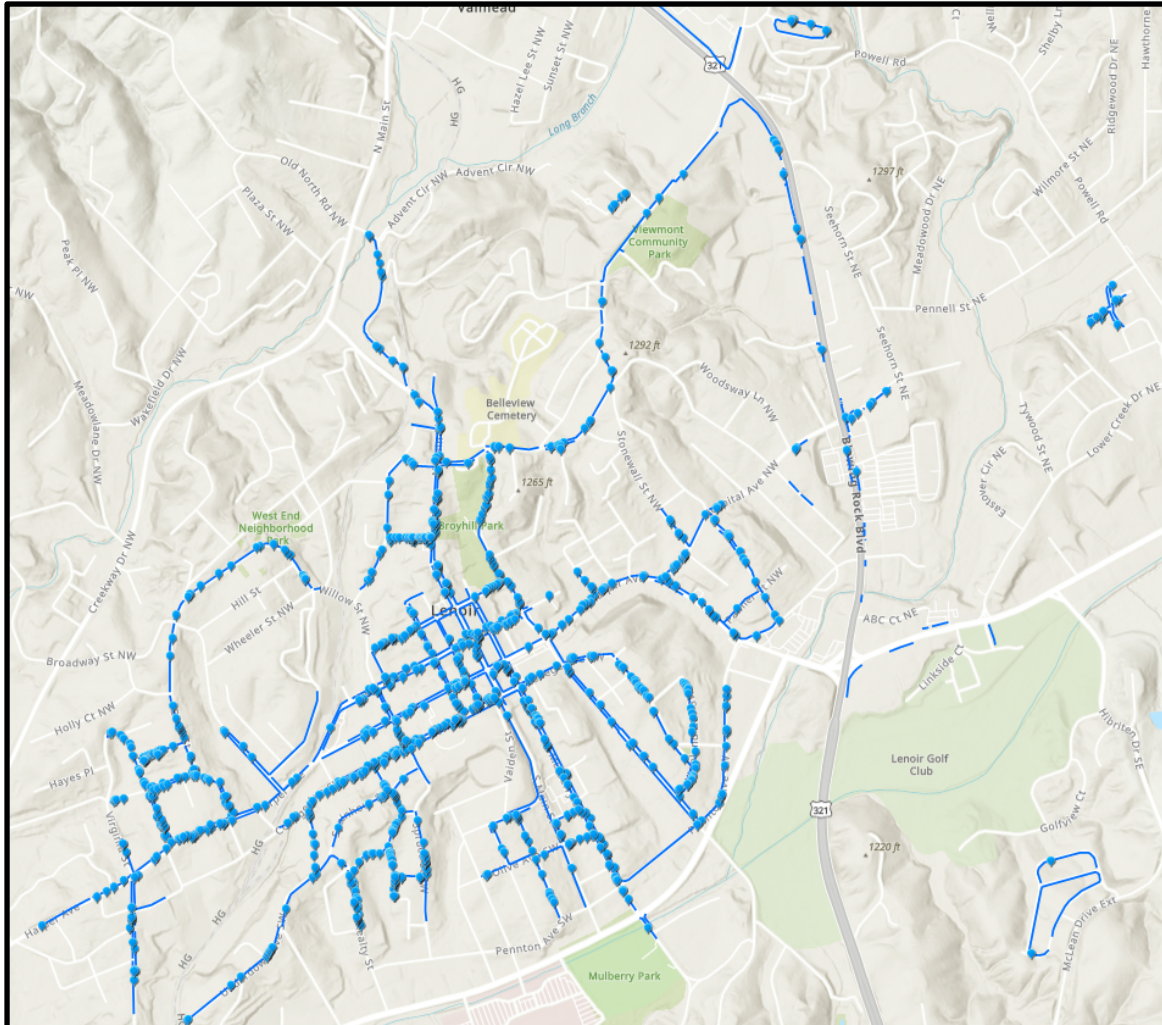
D&R cost will be approximately \$10.00 per square foot of panel replaced.

2.2.4 VHD Locations

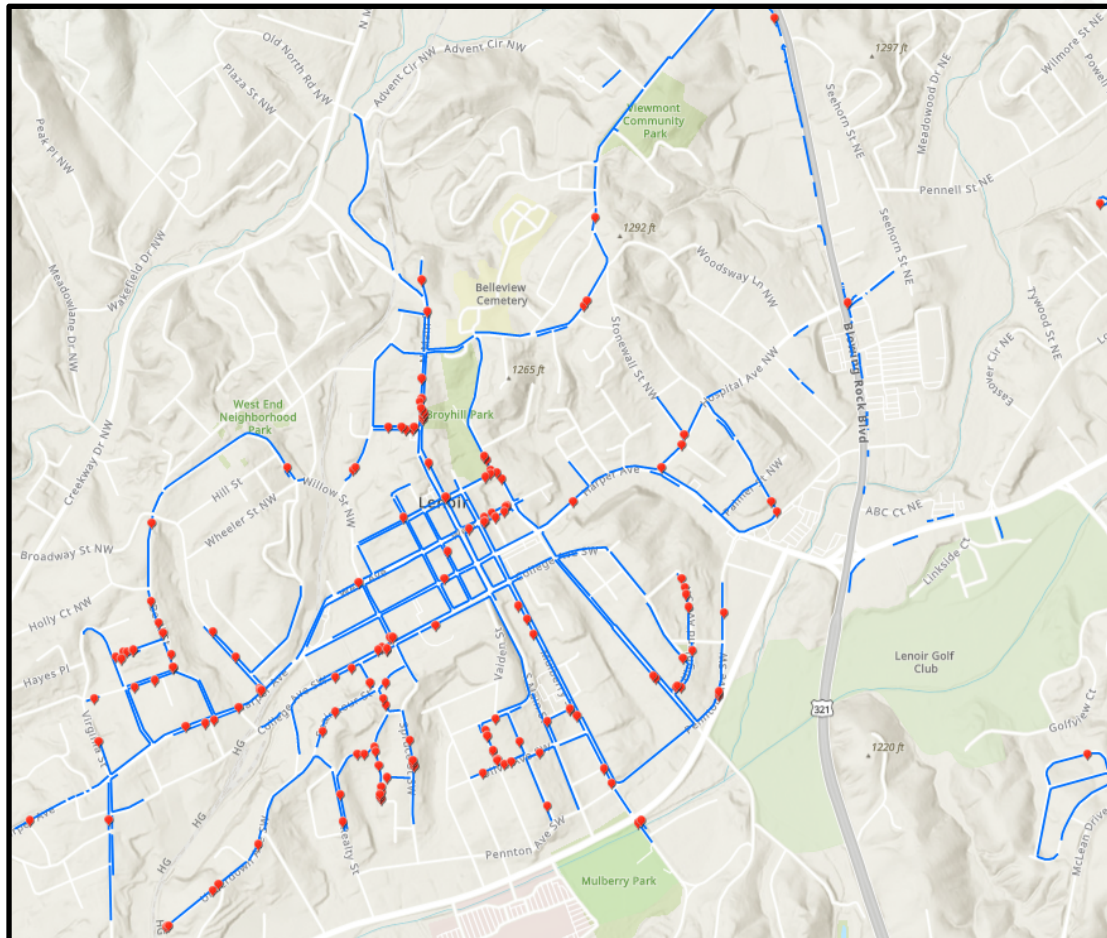
Small (¼ in. up to ½ in.)

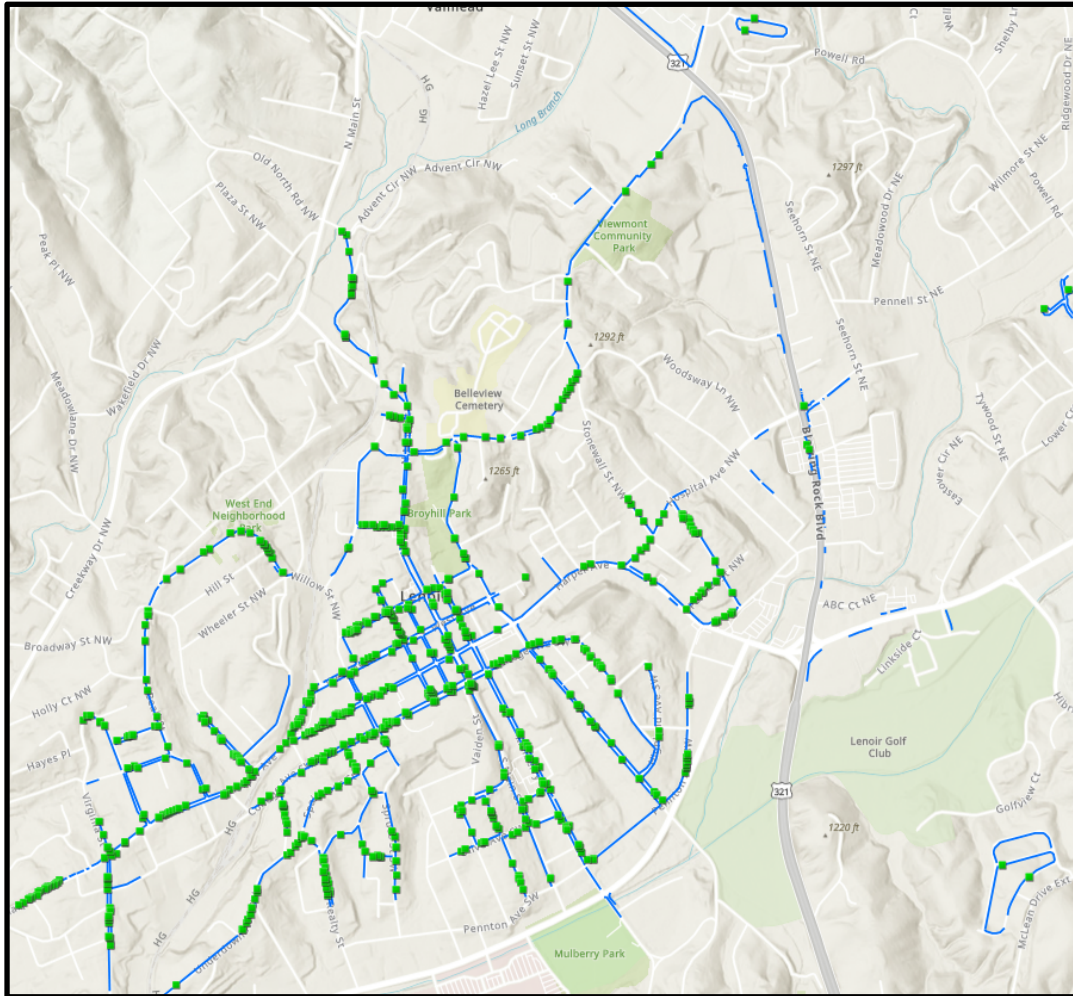


MEDIUM (½ in. up to 1.0 in.)



LARGE (1.0 in. up to 2.5 in.)



Demolish and Replace (>2.5" or otherwise degraded)

3.0 Driveway Accessibility Barrier

3.1 Assessment Specifications

Driveway Accessibility Barrier was assessed based on the following compliance criteria:

- Cross slope
- Running slope

3.2 Assessment Results

There were 399 Driveway Accessibility Barrier locations observed during the assessment.

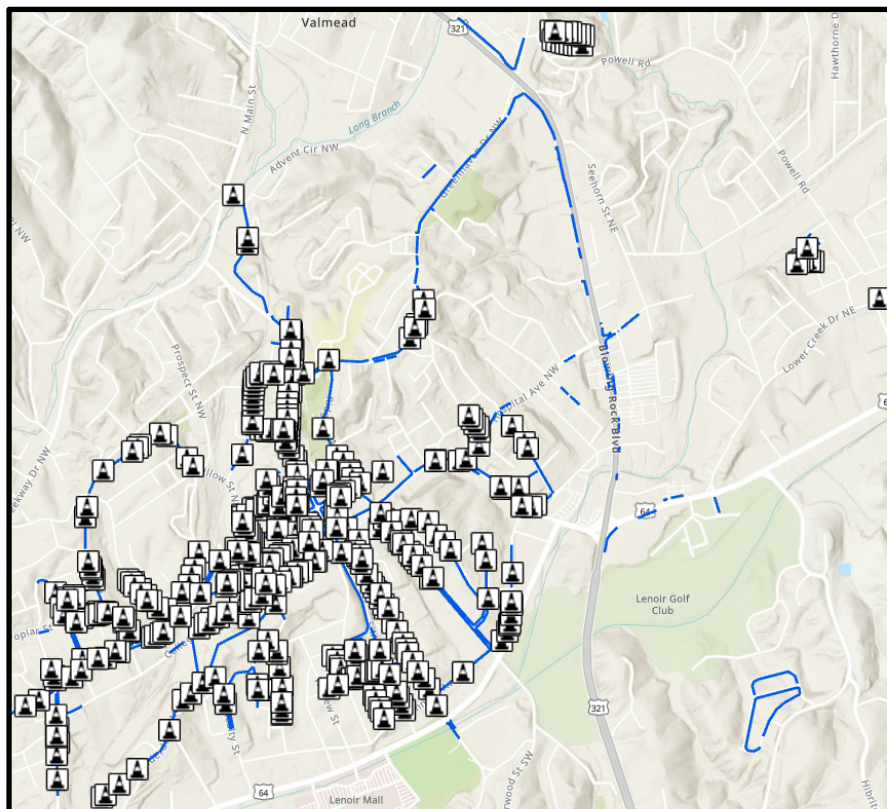
3.3 Priority Repairs

No assessment was made to the priority of the needed repairs.

3.4 Estimated Repair Cost

Mitigation costs for Driveway Accessibility Barriers will vary based on the specific location and the nature of the obstruction. An average of \$10/sqft per location was used for in the asset management plan. A summary of repair costs is provided in Appendix B - Sidewalk Asset Management Plan.

3.5 Locations and Examples



3.6 Driveway Accessibility Barrier Examples



4.0 Less Than 4-Foot Passable Surface

4.1 Assessment Specifications

Lack of a 4-foot passable surface was listed as a specification in the assessment, per Public Rights-of-Way Accessibility Guidelines (PROWAG) specifications. Less than 4-foot passable surface could be caused by:

- Less than 4-foot width concrete pour
- Vegetative barriers
- Vertical obstructions (i.e. telephone poles, signs, trees in ROW)

4.2 Assessment Results

There were 290 sections of less than-4 foot-wide passable sidewalk surfaces identified during the assessment.

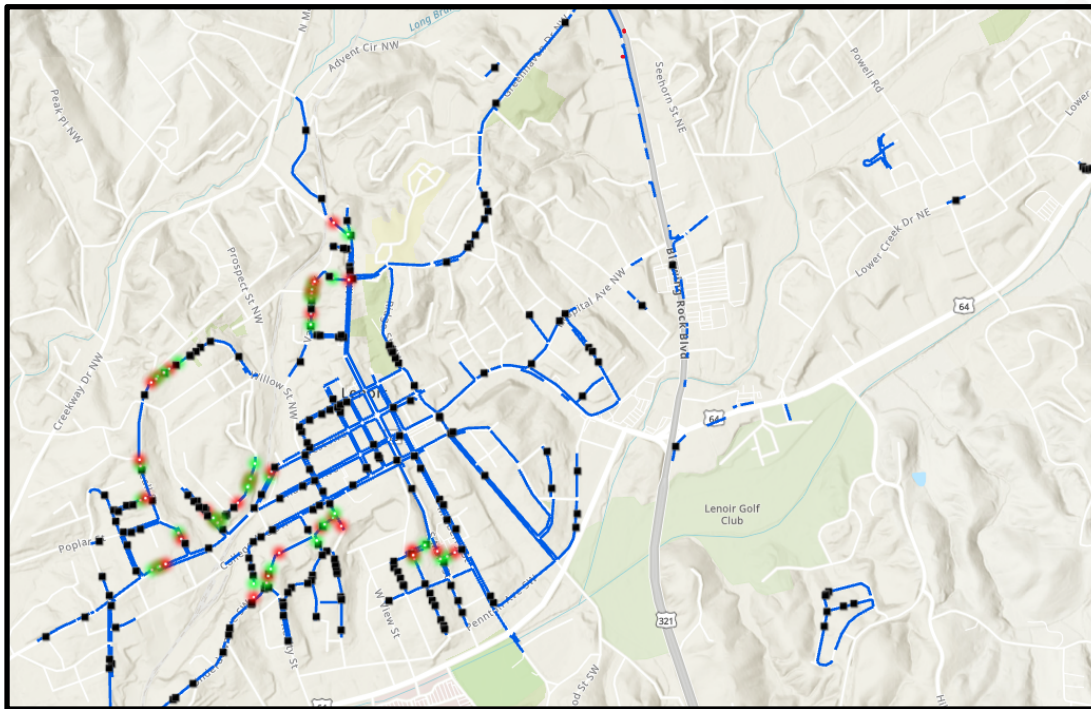
4.3 Priority Repairs

The City will need to review the deficient sections to determine a priority for repairs based upon a number of factors including pedestrian traffic levels, access to services via these sidewalk sections, and general public safety.

4.4 Estimated Repair Cost

Mitigation costs for non-4 foot passable surfaces will vary based on the specific location but will be determined by the specific mitigation strategies for the sections. A replacement cost of \$10.00 per square foot will be used for the Sidewalk Asset Management Plan.

4.5 Locations and Examples



4.5 Less Than 4-Foot Passable Surface Examples





5.0 Cross Slope

5.1 Assessment Specifications

The assessment looked for situations cross slope of sidewalk is greater than 2.1% in accordance with PROWAG specifications.

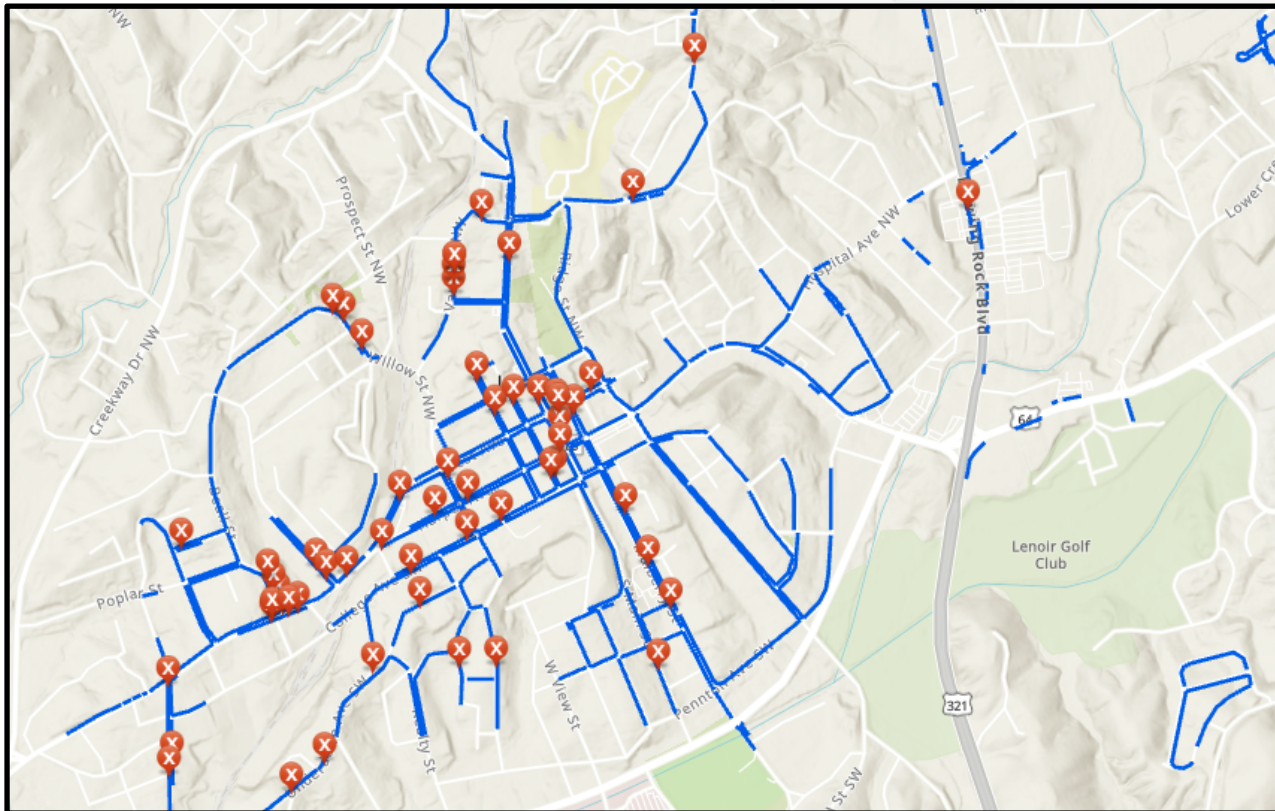
5.2 Assessment Results

There were 57 incidents of extreme cross slope greater than 2.1% along the sidewalk found during the assessment.

5.3 Estimated Repair Cost

Mitigation costs for cross slope deficiencies is estimated at \$10/sqft as full demolition and replacement will be required to repair cross slope issues.

5.3 Locations and Examples



5.4 Cross Slope Examples





6.0 Sidewalk Gaps

6.1 Assessment Specifications

Sidewalk gaps were assessed based on the following compliance criteria:

- Gaps of less than 100 feet between sidewalk sections or gaps greater than 100 feet between sidewalk sections.

6.2 Assessment Results

There were 4 total sidewalk gaps identified.

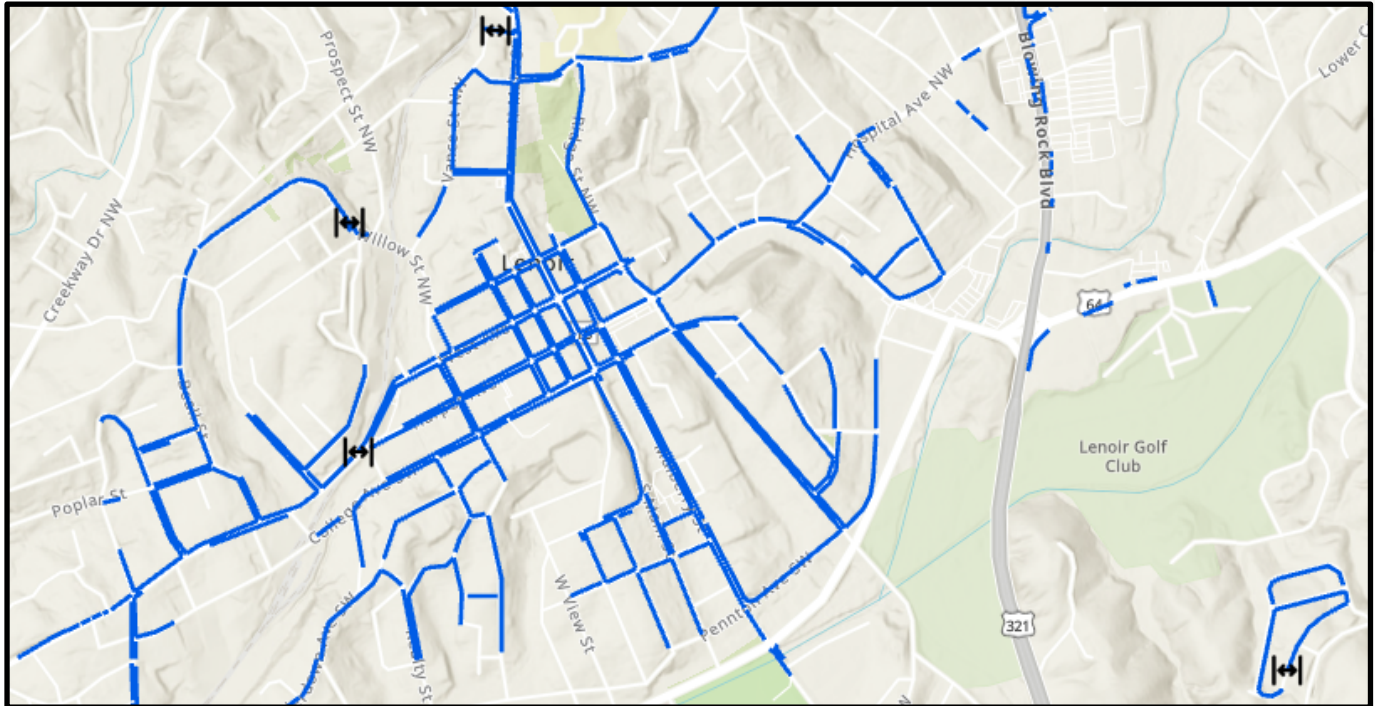
6.3 Priority Repairs

The 4 gaps due to misalignment of the sidewalk by the builder/developer should be considered priority repairs.

6.4 Estimated Repair Cost

Mitigation costs will be based on installation or replacement of sidewalk sections at \$10.00/sqft.

6.5 Locations and Examples



6.6 Sidewalk Gaps Examples





7.0 Exposed Utilities

7.1 Assessment Specifications

- Exposed utilities, including cable, electrical, gas, ss cleanout, or water meters within right of way sidewalk.

7.2 Assessment Results

There were 591 such locations encountered during the assessment.

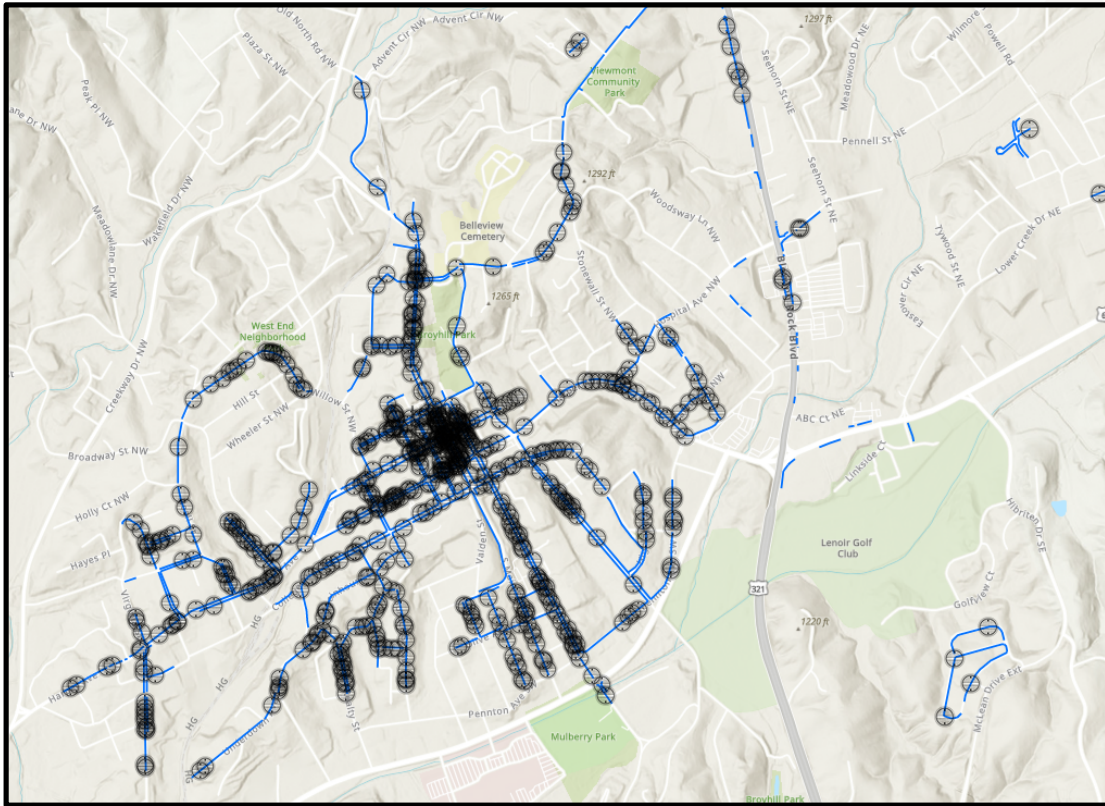
7.3 Priority Repairs

Exposed utilities do not definitively require repairs, though some locations could pose a tripping hazard.

7.4 Estimated Repair Cost

Cost estimates were not assigned to these locations.

7.5 Locations and Examples



7.6 Exposed Utilities Examples



8.0 Residential Ramps

8.1 Assessment Specifications

- Ramps along the right of way located at residential dwellings.

8.2 Assessment Results

There were 27 such locations encountered during the assessment.

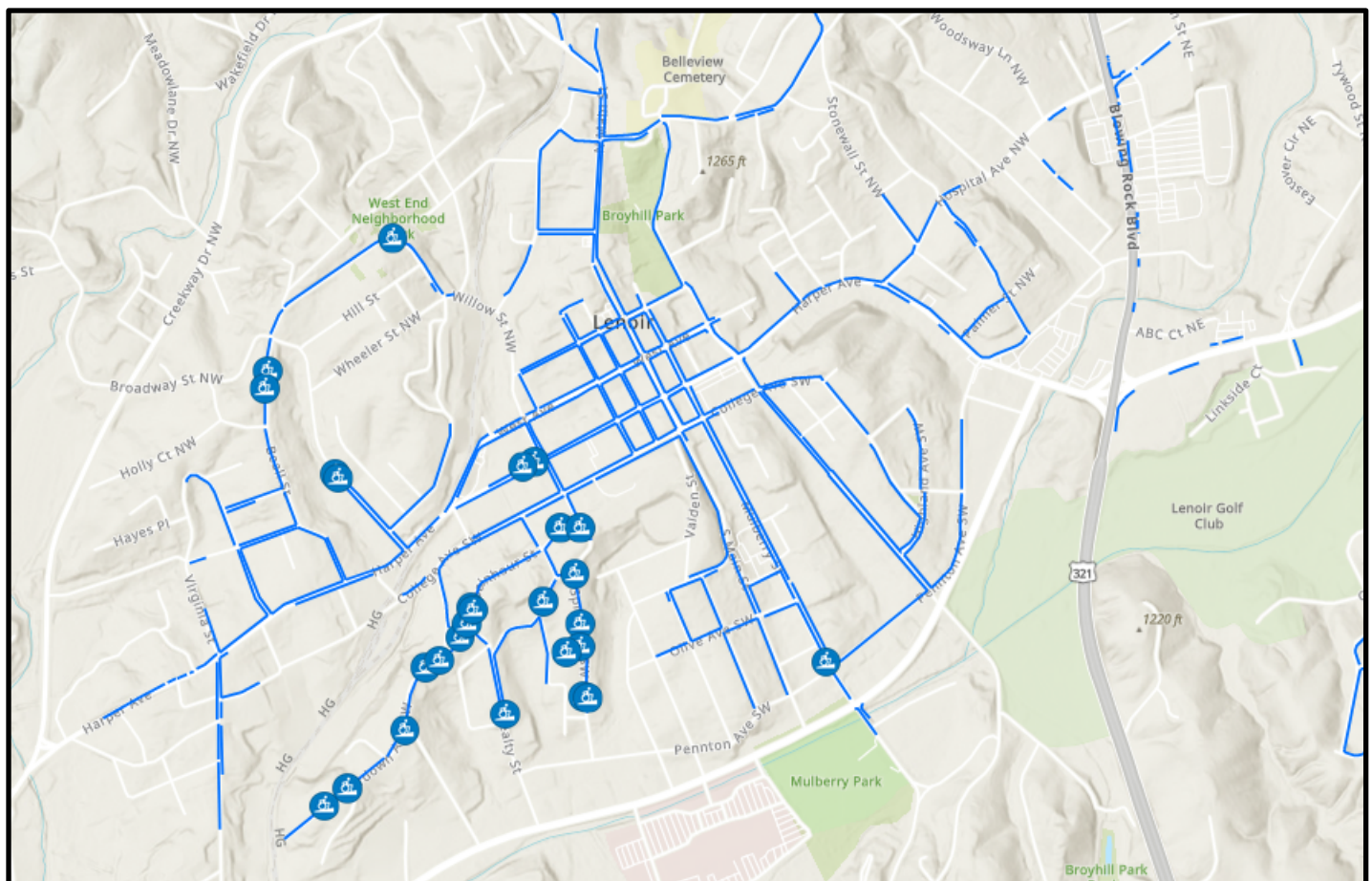
8.3 Priority Repairs

Residential ramps are noted for informational use and are not deficiencies.

8.4 Estimated Repair Cost

Cost estimates were not assigned to these non-deficiency locations.

8.5 Locations and Examples



8.6 Residential Ramp Examples



Downtown Asset Management Plan

No Curb Ramp – 4
Deficient Curb Ramp – 95
Sidewalk Gaps – 4
<4 Ft. Passable Sections – 20
Driveway Acc. Barrier – 58

Cross Slope – 11
Sidewalk Deficiencies – 276

- D&R – 85
- Small VHD – 44
- Medium VHD – 129
- Large VHD – 18

In accordance with the City of Lenoir's request, PIM created a map specifically showing deficiencies for a section of downtown Lenoir. This area will receive priority funding as it has high pedestrian traffic.

APPENDIX A

Sidewalk Asset Management Plan

Deficiency	Location or SqFt	Est. Cost
No Curb Ramp	79	\$ 79,000
Severely Degraded Ramp (non-functional)	49	\$ 49,000
Significant Running Slope Issues (>20%)	11	\$ 11,000
General Non-Compliant (<8.3%)	134	\$ 134,000
General Non-Compliant (>8.3%)	125	\$ 125,000
Detectable Warnings Only	2	\$ 900
Vertical Obstructions	1,678	\$ 251,700
No 4 Foot Passable Sidewalk	16,000	\$ 160,000
No 4 Foot Passable Sidewalk - Vegetative	105	\$ 10,500
Extreme Cross Slope Issues	8,500	\$ 85,000
Driveway Accessibility Barrier	36,656	\$ 366,560
Sidewalk Gaps	530	\$ 5,300
Panel Replacement (sq ft)	34,690	\$ 346,900
Total		\$ 1,624,860

Downtown Asset Management Plan

DOWNTOWN

CURB RAMPS	Urgent < 1 Yr		Significant <= 3 Yrs		Schedule <= 5 YR		Schedule <= 8 YR		Schedule - Longterm		Total by Mode	
Repair Mode/Priority	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost
No Curb Ramp	4	\$ 4,000		\$ -		\$ -		\$ -		\$ -	4	\$ 4,000
Severely Degraded Ramp (non-functional)	5	\$ 5,000	10	\$ 10,000		\$ -		\$ -		\$ -	15	\$ 15,000
Significant Running Slope Issues (>20%)		\$ -	6	\$ 6,000		\$ -		\$ -		\$ -	6	\$ 6,000
General Non-Compliant (<8.3%)		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
General Non-Compliant (>8.3%)			10	\$ 10,000	29	\$ 29,000		\$ -		\$ -	39	\$ 39,000
Detectable Warnings Only		\$ -		\$ -							0	\$ -
Total Cost by Deficiency Type		\$ 9,000		\$ 26,000		\$ 29,000		\$ -				\$ 64,000

OBSTRUCTIONS	Urgent < 1 Yr		Significant <= 3 Yrs		Schedule <= 5 YR		Schedule <= 8 YR		Schedule - Longterm		Total by Mode	
Repair Mode/Priority	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost
Vertical Obstructions	74	\$ 11,100	117	\$ 17,550		\$ -		\$ -			191	\$ 28,650
No 4 Foot Passable Sidewalk		\$ -		\$ -		\$ -		\$ -				\$ -
No 4 Foot Passable Sidewalk - Vegetative												
Total Cost by Deficiency Type	74	\$ 11,100	117	\$ 17,550	0	\$ -	-	\$ -	-	\$ -		\$ 28,650

DEMO & REPLACEMENT	Urgent < 1 Yr		Significant <= 3 Yrs		Schedule <= 5 YR		Schedule <= 8 YR		Schedule - Longterm		Total by Mode	
Repair Mode/Priority	Sq Ft	Cost	Sq Ft	Cost	Sq Ft	Cost	Sq Ft	Cost	# Loc	Cost	# Loc	Cost
Extreme Cross Slope Issues		\$ -		\$ -		\$ -		\$ -				\$ -
Driveway Accessibility Barrier		\$ -		\$ -		\$ -		\$ -				\$ -
Sidewalk Gaps				\$ -								\$ -
Panel Replacement (sq ft)	540	\$ 5,400	1,080	\$ 10,800	1,080	\$ 10,800	2,716	\$ 27,160			5,416	\$ 54,160
Total Cost by Deficiency Type	540	\$ 5,400	1,080	\$ 10,800	1,080	\$ 10,800	2,716	\$ 27,160			5,416	\$ 54,160

TOTALS	Urgent < 1 Yr		Significant <= 3 Yrs		Schedule <= 5 YR		Schedule <= 8 YR		Schedule - Longterm		Plan Total	
ESTIMATED COST BY SCHEDULE	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost
		\$ 25,500		\$ 54,350		\$ 39,800		\$ 27,160				\$ 146,810

Full City Asset Management Plan

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CURB RAMPS	Urgent < 1 Yr		Significant <=3 Yrs		Schedule <=5 YR		Schedule <=8 YR		Schedule - Longterm		Total by Mode	
Repair Mode/Priority	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost
No Curb Ramp		\$ -	20	\$ 20,000	20	\$ 20,000	35	\$ 35,000		\$ -	75	\$ 75,000
Severely Degraded Ramp (non-functional)		\$ -	5	\$ 5,000	5	\$ 5,000	24	\$ 24,000		\$ -	34	\$ 34,000
Significant Running Slope Issues (>20%)		\$ -	5	\$ 5,000		\$ -		\$ -		\$ -	5	\$ 5,000
General Non-Compliant (<8.3%)		\$ -		\$ -		\$ -		\$ -	134	\$ 134,000	134	\$ 134,000
General Non-Compliant (>8.3%)				\$ -		\$ -		\$ -	86	\$ 86,000	86	\$ 86,000
Detectable Warnings Only	2	\$ 900		\$ -							2	\$ 900
Total Cost by Deficiency Type		\$ 900		\$ 30,000		\$ 25,000		\$ 59,000				\$ 334,900

OBSTRUCTIONS	Urgent < 1 Yr		Significant <=3 Yrs		Schedule <=5 YR		Schedule <=8 YR		Schedule - Longterm		Total by Mode	
Repair Mode/Priority	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost
Vertical Obstructions		\$ -		\$ -	140	\$ 21,000	210	\$ 31,500	1,137	\$ 170,550	1,487	\$ 223,050
No 4 Foot Passable Sidewalk		\$ -		\$ -		\$ -		\$ -	16,000	\$ 160,000	16,000	\$ 160,000
No 4 Foot Passable Sidewalk - Vegetative	105	\$ 10,500									105	\$ 10,500
Total Cost by Deficiency Type	105	\$ 10,500	0	\$ -	140	\$ 21,000	210	\$ 31,500	17,137	\$ 330,550		\$ 393,550

DEMO & REPLACEMENT	Urgent < 1 Yr		Significant <=3 Yrs		Schedule <=5 YR		Schedule <=8 YR		Schedule - Longterm		Total by Mode	
Repair Mode/Priority	Sq Ft	Cost	Sq Ft	Cost	Sq Ft	Cost	Sq Ft	Cost	# Loc	Cost	# Loc	Cost
Extreme Cross Slope Issues		\$ -		\$ -		\$ -	1,000	\$ 10,000	7,500	\$ 75,000	8,500	\$ 85,000
Driveway Accessibility Barrier		\$ -		\$ -		\$ -	1,000	\$ 10,000	35,656	\$ 356,560	36,656	\$ 366,560
Sidewalk Gaps			530	\$ 5,300							530	\$ 5,300
Panel Replacement (sq ft)		\$ -		\$ -		\$ -	1,000	\$ 10,000	28,274	\$ 282,740	29,274	\$ 292,740
Total Cost by Deficiency Type	-	\$ -	530	\$ 5,300	-	\$ -	3,000	\$ 30,000			74,960	\$ 749,600

TOTALS	Urgent < 1 Yr		Significant <=3 Yrs		Schedule <=5 YR		Schedule <=8 YR		Schedule - Longterm		Plan Total	
ESTIMATED COST BY SCHEDULE	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost	# Loc	Cost
		\$ 36,900		\$ 35,300		\$ 46,000		\$ 120,500				\$ 1,478,050

Public Facilities Self-Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
City Hall	801 West Ave		Assessment 1 – Approach and Entrance - Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible. - The accessible spaces are not at least 8 feet wide or there is not accessible aisle with at least 5-foot width. Note: Two spaces may share an access aisle. Check state/local requirements; some specify that each space have its own aisle. - The van accessible spaces are not at least 11-foot wide with an access aisle at least 5-foot wide. - Van accessible space is not at least 8 feet wide with an at least 8 feet side. - Access aisles are not marked so as to discourage parking in them. Note: The marking method and color may be addressed by state/local requirements. - The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. - Access aisles do not adjoin an accessible route. - There are no signs reading "Van Accessible" at the van accessible spaces. - The running slope is steeper than 1:12. - All accessible entrances do not have signs indicating the location of the nearest accessible entrance. - All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - Carpets or mats provided at the building entrance are higher than 1/2 inch thick. Assessment 2 – Access to Services and Goods - No ADA Compliance findings	\$3,800 - \$4,560	City Hall Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
Law Enforcement Center	1035 West Ave		Assessment 1 – Approach and Entrance - Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible. - The accessible spaces are not at least 8 feet wide or there is not accessible aisle with at least 5-foot width. Note: Two spaces may share an access aisle. Check state/local requirements; some specify that each space have its own aisle. - The van accessible spaces are not at least 11-foot wide with an access aisle at least 5-foot wide. - Van accessible space is not at least 8 feet wide with an at least 8 feet side. - Access aisles are not marked so as to discourage parking in them. Note: The marking method and color may be addressed by state/local requirements. - The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. - Access aisles do not adjoin an accessible route. - There are no signs reading "Van Accessible" at the van accessible spaces. - The slope is steeper than 1:20. Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails. - The running slope is steeper than 1:12. - The cross slope of the curb ramp is steeper than 1:48. - There is no level landing at the top of the curb ramp that is at least 36 in. long at least as wide as the curb ramp. - There is not level landing that is at least 60 in. long at the bottom of the ramp.	\$2,300 - \$2,760	Law Enforcement Center Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - There is a vertical threshold, and it is more than 1/4 inch high. - Carpets or mats provided at the building entrance are not securely attached to minimize tripping hazards. Assessment 2 – Access to Services and Goods - No ADA Compliance findings		
MLK Center	313 Greenhaven Dr	Playground area has wood chips as the surface. While this is an acceptable surface it must be properly maintained and the surface checked to be sure a wheel chair can be rolled on it with no more effort than required on a 1:14 slope	Assessment 1 – Approach and Entrance - Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible. - The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. - There are no signs reading "Van Accessible" at the van accessible spaces. - All accessible entrances do not have signs indicating the location of the nearest accessible entrance. - All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - There is a front approach to the pull side of the door and, on both sides of the door, the ground or floor surface of the maneuvering clearance is not level. Assessment 2 – Gazebo and Picnic Table 4 picnic tables, all non-compliant Assessment 3 – Playground - There are separate play areas within a site for specific age groups, but there is not an accessible route to each play area.	\$9,353 - \$11,224	MLK Center Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- There is not an accessible route within the play area connecting ground level play components on the accessible route and elevation play components that are on an accessible route including entry and exit points of those components. - There is not an accessible route to at least one of each type of ground level play component. - There are elevation play components, but there is not an accessible route to the appropriate number of each type of play component. 2 or more ground level play components are on an accessible route, but they are not dispersed throughout the play area and/or are not integrated with other play components. - There is a soft contained play structure with 4 or more entry points, but there is not an accessible route to at least 2 entry points. - The route is steeper than 1:16. - There is not an accessible route to entry and exit points of at least 50% of elevated components. - There are 20 or more elev. play components, but at there are not at least 25% connected by ramps and the other 25% required to be on an accessible route are not connected by either ramps or transfer systems. - There are fewer than 20 elevation play components, but there are not at least 50% connected by either ramps or transfer systems. - There is not at least one means of support for transferring on and off the platform. - There is not at least one means of support for transferring up and down the transfer steps. - There are swings, but there is not clear space for a person in a wheelchair to turn around.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- There is not clear floor/ground space at least 30 in. wide by 48 in. long at each ground level play component required to be on an accessible route that is connected by ramps. Assessment 4 – Sports and Recreation [Tennis courts not accessible all of fields/ courts are] - There is not an accessible route connecting both sides of the court. - There is not at least one wheelchair space at team or player seating. - There is a single wheelchair space, but it is not at least 36 in. wide. - There are 2 adjacent wheelchair spaces, but they are not each at least 33 in. wide. - The wheelchair space(s) can be entered from the front or rear, but it is not at least 48 in. deep. - The wheelchair space can only be entered from the side, but it is not at least 60 in. deep. - Wheelchair spaces adjoin and overlap accessible routes. - There is not clear floor space at least 30 in. wide by 48 in. long positioned for transfer of one person seated in a wheelchair next to at least one of each type of exercise machine and equipment. [Men's and women's locker rooms used as storage. Handicap stalls locked. No back supported seating in either.] Assessment 5 – Access to Goods and Service - All objects on circulation paths through public areas (fire extinguishers, drinking fountains, signs, etc.) do not protrude less than 4 in. into the path. - There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the text characters do not contrast with their backgrounds.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the text characters are not raised. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but there is no Braille. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the sign is not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the sign is not mounted with clear floor space beyond the arc of the door swing between the closed position and 45 degrees open position, at least 18x18 inches centered on the tactile characters. Note: If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the sign is not mounted so the baseline of the lowest characters is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation not required. Note: If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
		Significant renovations required	- There are signs that provide direction to or information about interior spaces, but the text characters do not contrast with their backgrounds. - Carpets or mats are provided and are not securely attached to minimize tripping hazards. Assessment 6 – Women’s Public Restroom (near supervisor office) - There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. - The door opening width is not at least 32 in. clear, between the face of the door and the stop, when the door is open 90 degrees. - There is a front approach to the pull side of the door, but there is not at least 18 in. of maneuvering clearance beyond the latch side plus 60 in. clear depth. - Door does not have lock. - Pipes below the lavatory are not insulated or otherwise configured to protect from contact. - Clearance is not provided around the water closet measuring at least 60 inches from the side wall and/or at least 56 inches from the rear wall. Note: If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet. - The height of the water closet is less than 17 in. above the floor measured to the top of the seat. - There is no grab bar at least 42 in. long on the side wall. - The grab bar is greater than 12 in. from the rear wall.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
		Significant renovations required	- The grab bar does not extend at least 54 in. from the rear wall. - There is no grab bar at least 36 in. long on the rear wall. - The flush control is hand operated, but it cannot be operated with one hand or without tight grasping, pinching, or twisting of the wrist. - The toilet compartment does not have a door opening width of at least 32 in. of clear space between the face of the door and the stop, when the door is open 90 degrees. - The compartment is not at least 60 in. wide. - The water closet is floor mounted, but the compartment is not at least 59 in. deep. Assessment 7 – Men’s Public Restroom (near supervisor office) - There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. - Not all toilet rooms are accessible, and there is no sign at the accessible toilet room with the international symbol of accessibility. - The door opening width is not at least 32 in. clear, between the face of the door and the stop, when the door is open 90 degrees. - There is a front approach to the pull side of the door, but there is not at least 18 in. of maneuvering clearance beyond the latch side plus 60 in. clear depth. - Door does not have lock. - Clearance is not provided around the water closet measuring at least 60 inches from the side wall and/or at least 56 inches from the rear wall. Note: If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			swing into the required clearances at fixtures (such as lavatories, water closet and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet. • There is no grab bar at least 42 in. long on the side wall. • The grab bar does not extend at least 54 in. from the rear wall. • There is no grab bar at least 36 in. long on the rear wall. • The toilet compartment does not have a door opening width of at least 32 in. of clear space between the face of the door and the stop, when the door is open 90 degrees. • The compartment is not at least 60 in. wide. • The water closet is floor mounted, but the compartment is not at least 59 in. deep. Assessment 8 – Women’s Public Restroom (near weight room) • There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. • Not all toilet rooms are accessible, and there is no sign at the accessible toilet room with the international symbol of accessibility. • Door does not have lock. • There is a coat hook, but it is greater than 48 in. above the floor. Note: If installed before 3/15/2010 and the clear floor space allows a parallel approach, the coat hook may be 54 in. above the floor. • Pipes below the lavatory are not insulated or otherwise configured to protect from contact. • The operable parts of the hand dryer and/or towel dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. • Clearance is not provided around the water closet measuring at least 60 inches from the side wall and/or at least 56 inches from the rear wall. Note: If constructed before 3/15/12,		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
		Significant renovations required	clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet. • The height of the water closet is less than 17 in. above the floor measured to the top of the seat. • Not at least 12 in. clearance between the grab bar and projecting objects above. If constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards. • There is no grab bar at least 36 in. long on the rear wall. • The grab bar on the rear wall does not extend at least 24 in. on the other (open) side. • The flush control is not on the open side of the water closet. • The outlet of the dispenser is located behind grab bars. • The door is not self-closing. • The compartment is not at least 60 in. wide. • The water closet is floor mounted, but the compartment is not at least 59 in. deep. Assessment 9 – Men’s Public Restroom (near gymnasium) • There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. • Not all toilet rooms are accessible, and there is no sign at the accessible toilet room with the international symbol of accessibility. • Toilet room signs are not mounted so the baseline of the lowest character is at least 48 inches above the floor and the		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required. Note: If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf. • There is a front approach to the pull side of the door, but there is not at least 18 in. of maneuvering clearance beyond the latch side plus 60 in. clear depth. • Door does not have lock. • There is a coat hook, but it is greater than 48 in. above the floor. Note: If installed before 3/15/2010 and the clear floor space allows a parallel approach, the coat hook may be 54 in. above the floor. • Pipes below the lavatory are not insulated or otherwise configured to protect from contact. • The operable parts of the soap dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. • The operable parts of the hand dryer and/or towel dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. • The operable parts of the hand dryer and/or towel dispenser cannot be operated without tight grasping, pinching, or twisting of the wrist. • The force required to activate the hand dryer and/or towel dispenser is greater than 5 pounds. • The height of the water closet is less than 17 in. above the floor measured to the top of the seat. • The grab bar does not extend at least 54 in. from the rear wall.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- Not at least 12 in. clearance between the grab bar and projecting objects above. If constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards. - There is no grab bar at least 36 in. long on the rear wall. - The grab bar on the rear wall does not extend at least 12 in. from the centerline of the water closet on one side. - The grab bar on the rear wall does not extend at least 24 in. on the other (open) side. - The door is not self-closing.		
Fire Station #1	602 Harper Ave	No publicly accessible spaces for firehouse	Assessment 1 – Approach and Entrance - There is not at least one route from site arrival points that does not require the use of stairs. - No handicap accessible parking spaces - Access aisles are not marked so as to discourage parking in them. Note: The marking method and color may be addressed by state/local requirements. - The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. - Access aisles do not adjoin an accessible route. - Accessible spaces are not identified with a sign that includes the international symbol of accessibility. - The bottom of the sign is not at least 60 in. above the ground. Note: The International Symbol of Accessibility is not required on the ground. - There are no signs reading "Van Accessible" at the van accessible spaces. - Accessible spaces are not located on the closest accessible route to the accessible entrance(s). Note: If parking serves multiple entrances, accessible parking should be dispersed (No publicly accessible areas).	\$1300 - \$1,560	Fire Station #1 Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
Fire Station #2	1927 Norwood St		Assessment 1 – Approach and Entrance - There is not at least one route from site arrival points that does not require the use of stairs. - One parking spot labeled as handicap accessible but fails accessibility requirements. - The accessible spaces are not at least 8 feet wide or there is not accessible aisle with at least 5-foot width. Note: Two spaces may share an access aisle. Check state/local requirements; some specify that each space have its own aisle. - Accessible spaces are not identified with a sign that includes the international symbol of accessibility. Van accessible space is not at least 8 feet wide with an at least 8 feet side. - Access aisles are not marked so as to discourage parking in them. Note: The marking method and color may be addressed by state/local requirements. - The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. - Access aisles do not adjoin an accessible route. - Accessible spaces are not identified with a sign that includes the international symbol of accessibility. - The bottom of the sign is not at least 60 in. above the ground. Note: The International Symbol of Accessibility is not required on the ground. - There are no signs reading "Van Accessible" at the van accessible spaces. - Accessible spaces are not located on the closest accessible route to the accessible entrance(s). Note: If parking serves multiple entrances, accessible parking should be dispersed. - The accessible route crosses a curb and there is not curb ramp.	\$3,610 - \$4,332	Fire Station #2 Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- The main entrance is not accessible, and the alternative accessible entrance cannot be used independently and during the same hours as the main entrance. - All accessible entrances do not have signs indicating the location of the nearest accessible entrance. - All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - If the door is equipped with hardware, it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist. - The operable parts of the door hardware are less than 34 in. above the floor or ground surface. Assessment 2 – Access to Services and Goods - No ADA Compliance findings		
Fire Station #3	1015 Wilkesboro Blvd NE		Assessment 1 – Approach and Entrance - The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. - All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - The door handle has a closer that takes less than 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch. Assessment 2 – Access to Services and Goods - No ADA Compliance findings	\$1,380 - \$1,656	Fire Station #3 Assessment
Public Works Operations Center	510C Greer Circle		Assessment 1 – Approach and Entrance - There is not at least one route from site arrival points that does not require the use of stairs. - Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible.	\$2,560 - \$3,072	Public Works Operations Center Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- Access aisles do not adjoin an accessible route. - The bottom of the sign is not at least 60 in. above the ground. Note: The International Symbol of Accessibility is not required on the ground. - Accessible spaces are not located on the closest accessible route to the accessible entrance(s). Note: If parking serves multiple entrances, accessible parking should be dispersed. - The main entrance is not accessible. - The main entrance is not accessible, and the alternative accessible entrance cannot be used independently and during the same hours as the main entrance. - All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - There is a vertical threshold, and it is more than 1/4 inch high. (Acceptable if 1.43.1 or 1.43.2 answered 'yes'.) Assessment 2 – Access to Services and Goods - No ADA Compliance findings		
Mulberry Center	720 Mulberry St	Playground area has wood chips as the surface. While this is an acceptable surface it must be properly maintained, and the surface checked to	Assessment 1 – Approach and Entrance - The van accessible spaces are not at least 11-foot wide with an access aisle at least 5-foot wide or at least 8 feet wide with an at least 8 feet side. - The bottom of the sign is not at least 60 in. above the ground. Note: The International Symbol of Accessibility is not required on the ground. - The slope is steeper than 1:20. Note: If the running slope is steeper than 1:20, treat as a ramp and add features such as edge protection and handrails. - The handrail does not return to a wall, guard, or landing surface. - The main entrance is not accessible.	\$10,746 - \$12,895	Mulberry Center Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
		be sure a wheel chair can be rolled on it with no more effort than required on a 1:14 slope	- All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - The operable parts of the door hardware are less than 34 in. above the floor or ground surface. - Carpets or mats provided at the building entrance are not securely attached to minimize tripping hazards. Assessment 2 – Playground - The route is steeper than 1:16. - The acc. route connecting elev. play components are not at least 36 in. wide. - The acc. route connecting elev. play components are not at least 32 in. wide for a dist. of no greater than 24 in. - There are swings, but there is not clear space for a person in a wheelchair to turn around. Assessment 3 – Sports and Recreation - There is not an accessible route connecting both sides of the court. - There is not an accessible route to each side of team or player seating. - There is not at least one wheelchair space at team or player seating. Assessment 4 – Sports and Recreation (rec center) - There is not at least one wheelchair space at team or player seating. - There is a single wheelchair space, but it is not at least 36 in. wide. - There are 2 adjacent wheelchair spaces, but they are not each at least 33 in. wide. - The wheelchair space(s) can be entered from the front or rear, but it is not at least 48 in. deep. - The wheelchair space can only be entered from the side, but it is not at least 60 in. deep.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• Wheelchair spaces adjoin and overlap accessible routes. • Wheelchair spaces overlap circulation paths. Assessment 5 – Access to Goods and Services • All objects on circulation paths through public areas (fire extinguishers, drinking fountains, signs, etc.) do not protrude less than 4 in. into the path. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the text characters do not contrast with their backgrounds. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the text characters are not raised. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but there is no Braille. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the sign is not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the sign is not mounted with clear floor space beyond the arc of the door swing between the closed position and 45 degrees open position, at least 18x18 inches centered on the tactile characters. Note: If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the sign is not mounted so the baseline of the lowest characters is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation not required. Note: If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf. - There are signs that provide direction to or information about interior spaces, but the sign is not mounted so that characters are at least 40 in. above the floor. Note: Raised characters and Braille are not required. Assessment 6 – Men’s Public Restroom (interior) - There is a threshold, and it is more than 1/4 inch high. - Door does not have lock. - Operable parts of the door hardware are mounted less than 34 in. above the floor. - The door has a closer that takes less than 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch. - There is not clear floor space available for a person in a wheelchair to turn around (there is neither a circle of at least 60 in. in diameter nor a T-shaped space with a 60 inch square). - The mirror is over a lavatory or countertop, but the bottom edge of the reflecting surface is higher than 40 in. above the floor. - Pipes below the lavatory are not insulated or otherwise configured to protect from contact.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• Clearance is not provided around the water closet measuring at least 60 inches from the side wall and/or at least 56 inches from the rear wall. Note: If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet. • The grab bar does not extend at least 54 in. from the rear wall. • The grab bar is mounted greater than 36 in. above the floor to the top of the gripping surface. • There is no grab bar at least 36 in. long on the rear wall. • Toilet paper dispenser located < 7 in. from the front of the water closet to the centerline of the dispenser. If constructed before 3/15/2012 dispenser does not need to be relocated if within reach from the water closet seat. Assessment 7 – Women’s Public Restroom (interior) • There is a threshold, and it is more than 1/2 inch high and/or the top 1/4 inch is beveled steeper than 1:2. (Acceptable if 3.8.1 answered ".") Note: The first ¼ inch of the ½ or ¾ inch threshold may be vertical; the rest must be beveled. • Door does not have lock. • The door handle has a closer that takes less than 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch. • There is not clear floor space available for a person in a wheelchair to turn around (there is neither a circle of at least		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			60 in. in diameter nor a T-shaped space with a 60-inch square). - The mirror is over a lavatory or countertop, but the bottom edge of the reflecting surface is higher than 40 in. above the floor. - There is not at least one lavatory with a clear floor space for a forward approach of at least 30 in. wide and 48 in. long. - Pipes below the lavatory are not insulated or otherwise configured to protect from contact. - The centerline of the water closet is less than 16 in. from the side wall partition. - The grab bar does not extend at least 54 in. from the rear wall. - There is no grab bar at least 36 in. long on the rear wall. - Toilet paper dispenser located < 7 in. from the front of the water closet to the centerline of the dispenser. If constructed before 3/15/2012 dispenser does not need to be relocated if within reach from the water closet seat. Assessment 8 – Men’s Public Restroom (connected to gymnasium) - There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. - Not all toilet rooms are accessible, and there is no sign at the accessible toilet room with the international symbol of accessibility. - Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Door Handle and Lock (no closer) - The mirror is over a lavatory or countertop, but the bottom edge of the reflecting surface is higher than 40 in. above the floor. - There is no coat hook. - Pipes below the lavatory are not insulated or otherwise configured to protect from contact.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- The faucet cannot be operated without tight grasping, pinching, or twisting of the wrist. - The operable parts of the soap dispenser are not within the following ranges: Above lavatories less than 20 in. deep: No higher than 48 in. above the floor. - Not at least 12 in. clearance between the grab bar and projecting objects above. If constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards. - There is no grab bar at least 36 in. long on the rear wall. - The grab bar on the rear wall does not extend at least 12 in. from the centerline of the water closet on one side. - The grab bar on the rear wall does not extend at least 24 in. on the other (open) side. - The flush control is not on the open side of the water closet. [No door on handicap acc. stall] Assessment 9 – Women’s Public Restroom (connected to gymnasium) - There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. - Not all toilet rooms are accessible, and there is no sign at the accessible toilet room with the international symbol of accessibility. - The door handle has a closer that takes less than 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch. (no closer) - The mirror is over a lavatory or countertop, but the bottom edge of the reflecting surface is higher than 40 in. above the floor. - There is no coat hook. - Pipes below the lavatory are not insulated or otherwise configured to protect from contact.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• The faucet cannot be operated without tight grasping, pinching, or twisting of the wrist. • The operable parts of the soap dispenser are not within the following ranges: Above lavatories or counters no less than 20 in. and no greater than 25 in. deep: No higher than 44 in. above the floor. • The centerline of the water closet is greater than 18 in. from the side wall partition. • Not at least 12 in. clearance between the grab bar and projecting objects above. If constructed before 3/15/2012 grab bars do not need to be relocated; there are no space requirements above and below grab bars in the 1991 Standards. • There is no grab bar at least 36 in. long on the rear wall. • The grab bar on the rear wall does not extend at least 12 in. from the centerline of the water closet on one side. • The grab bar on the rear wall does not extend at least 24 in. on the other (open) side. • The flush control is not on the open side of the water closet. • The outlet of the dispenser is located behind grab bars. • The door is not self-closing. There are not door pulls on both doors that are operable with one hand that do not require tight grasping, pinching, or twisting of the wrist. If constructed before 3/15/2012 door pulls don't need to be added. • No lock Assessment 10 – Men's Public Restroom (exterior) • Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • Door does not have lock. • There is no mirror • There is no coat hook.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- The operable parts of the soap dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. - There are not door pulls on both doors that are operable with one hand that do not require tight grasping, pinching, or twisting of the wrist. If constructed before 3/15/2012 door pulls don't need to be added. - The lock is not operable with one hand and without tight grasping, pinching, or twisting of the wrist. Assessment 11 – Women’s Public Restroom (exterior) - Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. - Toilet room signs are not mounted with clear floor space beyond the arc of the door swinging between the closed position and 45-degree open position, at least 18x18 inches centered on tactile characters. Note: If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required. - Door does not have lock. - There is no mirror - There is no coat hook. - The operable parts of the soap dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. - The door is not self-closing. - There are not door pulls on both doors that are operable with one hand that do not require tight grasping, pinching, or twisting of the wrist. If constructed before 3/15/2012 door pulls don't need to be added. - The lock is not operable with one hand and without tight grasping, pinching, or twisting of the wrist.		

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FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- The operable parts of the door hardware are mounted greater than 48 in. above the floor. Assessment 12 – Picnic Shelter - Shelter is on accessible path, but all picnic tables are non-compliant.		
T. H. Broyhill Park	945 Lakewood Dr SW		Assessment 1 – Approach and Entrance - Van accessible space is not at least 8 feet wide with an at least 8 feet side. - The bottom of the sign is not at least 60 in. above the ground. Note: The International Symbol of Accessibility is not required on the ground. Assessment 2 – Public Restrooms 1 - Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Lock Assessment 3 – Public Restrooms 2 - Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Lock Assessment 4 – Public Restrooms 3 - Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Lock Assessment 5 – Pagoda and Sundeck - No ADA Compliance findings Assessment 6 – Gazebo - No ADA Compliance findings	\$250 - \$300	T. H. Broyhill Park Assessment
Public Restroom at 112 Church St.	112 Church St		Assessment 1 – Women’s Public Restroom	\$2,116 - \$2,539	Public Restroom at 112 Church St. Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • There is no mirror • There is no coat hook. • The front of the lavatory or counter surface (whichever is higher) is more than 34 in. above the floor. • The operable parts of the soap dispenser are not within the following ranges: Above lavatories or counters no less than 20 in. and no greater than 25 in. deep: No higher than 44 in. above the floor. • The operable parts of the hand dryer and/or towel dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. • The door is not self-closing. • There are not door pulls on both doors that are operable with one hand that do not require tight grasping, pinching, or twisting of the wrist. If constructed before 3/15/2012 door pulls don't need to be added. • The lock is not operable with one hand and without tight grasping, pinching, or twisting of the wrist. Assessment 2 – Men's Public Restroom • Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Door Handle and Lock. • There is no mirror • There is no coat hook. • The front of the lavatory or counter surface (whichever is higher) is more than 34 in. above the floor.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- The operable parts of the soap dispenser are not within the following ranges: Above lavatories or counters no less than 20 in. and no greater than 25 in. deep: No higher than 44 in. above the floor. - The operable parts of the hand dryer and/or towel dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. - The door is not self-closing. - There are not door pulls on both doors that are operable with one hand that do not require tight grasping, pinching, or twisting of the wrist. If constructed before 3/15/2012 door pulls don't need to be added. - The lock is not operable with one hand and without tight grasping, pinching, or twisting of the wrist.		
Aquatic Center	1031 Jim Barger Ct	Add signs to all handicap accessible parking spaces	Assessment 1 – Approach and Entrance - The accessible spaces are not at least 8 feet wide or there is not accessible aisle with at least 5-foot width. Note: Two spaces may share an access aisle. Check state/local requirements; some specify that each space have its own aisle. - Accessible spaces are not identified with a sign that includes the international symbol of accessibility.	\$120 - \$144	Aquatic Center Assessment
LHS	116 College Ave SW	Auditorium: Only inaccessible area is the stage and the balcony is not for public use	Assessment 1 – Approach and Entrance (gymnasium) - There is not at least one route from site arrival points that does not require the use of stairs. - Parking is provided but there is not an adequate number of accessible spaces provided. - The main entrance is not accessible. - All accessible entrances do not have signs indicating the location of the nearest accessible entrance. - All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility.	\$12,680 - \$15,216 (If floor replacement of 50x50*5 is included \$25,180 - \$30,216)	LHS Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- The clear opening width of the accessible entrance door is not at least 32 in. between the face of the door and the stop when the door is open 90 degrees. Assessment 2 – Approach and Entrance (auditorium) - Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible. - There is no level landing where the ramp changes direction that is at least 60x60 in. - The handrail does not return to a wall, guard, or landing surface. Assessment 3 – Approach and Entrance (ball field) - There is no accessible route to bathrooms and all the gates around ballfield are locked Assessment 4 – Gymnasium - No ADA Compliance findings Assessment 5 – Auditorium - For at least some sections of the ramp, running slope is greater than 1:12. Rises no greater than 3 in. with slope no steeper than 1:8 and rises no greater than 6 in. with a slope no steeper than 1:10 are permitted when due to space limitations. - The surface of the ramp does not extend at least 12 in. beyond the inside face of the handrail. - There is a full size or Limited Use, Limited Application (LULA) elevator, and the door is power operated, but the door doesn't remain open for at least 20 seconds when activated. - There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but there is no Braille. - There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters,		

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FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			room names, exit signs, etc.), but the sign is not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • There are signs designating permanent rooms and spaces not likely to change over time (room numbers and letters, room names, exit signs, etc.), but the sign is not mounted with clear floor space beyond the arc of the door swing between the closed position and 45 degrees open position, at least 18x18 inches centered on the tactile characters. Note: If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required. • There is a front approach to the pull side door, but the floor surface of the maneuvering clearance level is steeper than 1:48 on one or both sides of the door. • There are not an adequate number of wheelchair spaces provided. • Wheelchair spaces are not dispersed to allow location choices and viewing angles equivalent to other seating, including specialty seating areas that provide distinct services and amenities. (No wheelchair marked spaces.) • Wheelchair spaces are not where people are expected to remain seated, people in wheelchair spaces do not have a clear line of sight over and between the heads of others in front of them. (No wheelchair marked spaces.) • Wheelchair spaces are not where people are expected to stand, people in wheelchair spaces do not have a clear line of sight over and between the heads of others in front of them. (No wheelchair marked spaces.) Assessment 6 – Women’s Public Restroom (gymnasium)		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. • Not all toilet rooms are accessible, and there is no sign at the accessible toilet room with the international symbol of accessibility. • Toilet room signs do not have raised text characters. • Toilet room signs do not have Braille. • Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • Toilet room signs are not mounted with clear floor space beyond the arc of the door swinging between the closed position and 45-degree open position, at least 18x18 inches centered on tactile characters. Note: If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required. • Toilet room signs are not mounted so the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required. Note: If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf. • The door opening width is not at least 32 in. clear, between the face of the door and the stop, when the door is open 90 degrees. • There is a threshold, and it is more than 1/4 inch high. • Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Door Handle		

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FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• The door handle has a closer that takes less than 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch. (no closer) • There is not a clear path to at least one of each type of fixture (lavatory, hand dryer, etc.) that is at least 36 in. wide. • There is not clear floor space available for a person in a wheelchair to turn around (there is neither a circle of at least 60 in. in diameter nor a T-shaped space with a 60-inch square). • The mirror is over a lavatory or countertop, but the bottom edge of the reflecting surface is higher than 40 in. above the floor. • There is no coat hook. • There is not at least one lavatory with a clear floor space for a forward approach of at least 30 in. wide and 48 in. long. • Less than 17 in. of the clear floor space extends under the lavatory. • No toe clearance of at least 9 in. in height in a space extending < 6 in. beyond available toe clearance. Space extending greater than 6 in. beyond the available toe clearance at 9 in. above the floor is not considered toe clearance. • The faucet cannot be operated without tight grasping, pinching, or twisting of the wrist. • The operable parts of the soap dispenser are not within the following ranges: Above lavatories or counters no less than 20 in. and no greater than 25 in. deep: No higher than 44 in. above the floor. • Clearance is not provided around the water closet measuring at least 60 inches from the side wall and/or at least 56 inches from the rear wall. Note: If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by		

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FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet. • The grab bar does not extend at least 54 in. from the rear wall. • There is no grab bar at least 36 in. long on the rear wall. • Toilet paper dispenser located < 7 in. from the front of the water closet to the centerline of the dispenser. If constructed before 3/15/2012 dispenser does not need to be relocated if within reach from the water closet seat. Assessment 7 – Men’s Public Restroom (gymnasium) • There are no signs at inaccessible toilet rooms that give directions to accessible toilet rooms. • Not all toilet rooms are accessible, and there is no sign at the accessible toilet room with the international symbol of accessibility. • Toilet room signs do not have raised text characters. • Toilet room signs do not have Braille. • Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • Toilet room signs are not mounted with clear floor space beyond the arc of the door swinging between the closed position and 45-degree open position, at least 18x18 inches centered on tactile characters. Note: If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required.		

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FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• Toilet room signs are not mounted so the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required. Note: If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf. • The door opening width is not at least 32 in. clear, between the face of the door and the stop, when the door is open 90 degrees. • There is a threshold, and it is more than 1/4 inch high. • Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Door Handle • The door handle has a closer that takes less than 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch. (no closer) • There is not a clear path to at least one of each type of fixture (lavatory, hand dryer, etc.) that is at least 36 in. wide. • There is not clear floor space available for a person in a wheelchair to turn around (there is neither a circle of at least 60 in. in diameter nor a T-shaped space with a 60-inch square). • The mirror is over a lavatory or countertop, but the bottom edge of the reflecting surface is higher than 40 in. above the floor. • There is no coat hook. • There is not at least one lavatory with a clear floor space for a forward approach of at least 30 in. wide and 48 in. long.		

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FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			• Less than 17 in. of the clear floor space extends under the lavatory. • No toe clearance of at least 9 in. in height in a space extending < 6 in. beyond available toe clearance. Space extending greater than 6 in. beyond the available toe clearance at 9 in. above the floor is not considered toe clearance. • The faucet cannot be operated without tight grasping, pinching, or twisting of the wrist. • The force required to activate the faucet is greater than 5 pounds. • The operable parts of the hand dryer and/or towel dispenser are not within the following ranges: Not over an obstruction: No higher than 48 in. above the floor. • Clearance is not provided around the water closet measuring at least 60 inches from the side wall and/or at least 56 inches from the rear wall. Note: If constructed before 3/15/12, clearances around water closets in single user toilet rooms can be 48 inches wide by 66 inches long or 48 inches wide by 56 inches long (depending on the approach to the water closet, see 1991 Standards Figure 28) and the lavatory may overlap that clearance if the door to the room does not swing into the required clearances at fixtures (such as lavatories, water closet and urinals) and the edge of the lavatory is at least 18 inches from the centerline of the water closet. • The height of the water closet is less than 17 in. above the floor measured to the top of the seat. • There is no grab bar at least 42 in. long on the side wall. • Toilet paper dispenser located < 7 in. from the front of the water closet to the centerline of the dispenser. If constructed before 3/15/2012 dispenser does not need to be relocated if within reach from the water closet seat.		

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FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			Assessment 8 – Women’s Public Restroom (auditorium, 1st floor) • Toilet room signs do not have Braille. • Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • Toilet room signs are not mounted so the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required. Note: If the sign is at double doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf. • There is a coat hook, but it is greater than 48 in. above the floor. Note: If installed before 3/15/2010 and the clear floor space allows a parallel approach, the coat hook may be 54 in. above the floor. • The door is not self-closing. • The lock is not operable with one hand and without tight grasping, pinching, or twisting of the wrist. Assessment 9 – Men’s Public Restroom (auditorium, 1st floor) • Toilet room signs do not have Braille. • Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. • Toilet room signs are not mounted so the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required. Note: If the sign is at double doors with one active leaf, the sign should be on the inactive		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf. - There is a coat hook, but it is greater than 48 in. above the floor. Note: If installed before 3/15/2010 and the clear floor space allows a parallel approach, the coat hook may be 54 in. above the floor. - The door is not self-closing. - The lock is not operable with one hand and without tight grasping, pinching, or twisting of the wrist. Assessment 10 – Women’s Public Restroom (auditorium, 2nd floor) - Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Lock - There is no coat hook. - The operable parts of the hand dryer and/or towel dispenser cannot be operated without tight grasping, pinching, or twisting of the wrist. Assessment 11 – Men’s Public Restroom (auditorium, 2nd floor) - The operable parts of the hand dryer and/or towel dispenser cannot be operated without tight grasping, pinching, or twisting of the wrist.		
J. E. Broyhill Park	411 Ridge St	Picnic areas and basketball court and accessible, playground is not Playground area has wood chips as the	Assessment 1 – Approach and Entrance - Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible. - The accessible spaces are not at least 8 feet wide or there is not accessible aisle with at least 5-foot width. Note: Two spaces may share an access aisle. Check state/local requirements; some specify that each space have its own aisle. - The van accessible spaces are not at least 11-foot wide with an access aisle at least 5-foot wide.	\$8,003 - \$9,604	J. E. Broyhill Park Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
		surface. While this is an acceptable surface it must be properly maintained and the surface checked to be sure a wheel chair can be rolled on it with no more effort than required on a 1:14 slope. More wood chips may need to be added to playground for smooth transition from accessible walkway.	• Van accessible space is not at least 8 feet wide with an at least 8 feet side. • Access aisles are not marked so as to discourage parking in them. Note: The marking method and color may be addressed by state/local requirements. • The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. • Access aisles do not adjoin an accessible route. • Accessible spaces are not identified with a sign that includes the international symbol of accessibility. • The bottom of the sign is not at least 60 in. above the ground. Note: The International Symbol of Accessibility is not required on the ground. • There are no signs reading "Van Accessible" at the van accessible spaces. • Accessible spaces are not located on the closest accessible route to the accessible entrance(s). Note: If parking serves multiple entrances, accessible parking should be dispersed. • The accessible route crosses a curb and there is not curb ramp. • Running slope for each section of ramp is greater than 1:12. Note: Rises less than 3 in. with slope no steeper than 1:8 and rises less than 6 in. with slope no steeper than 1:10 permitted when such slopes are necessary due to space limitations. • There is not level landing that is at least 60 in. long at the top of the ramp. • There is not level landing that is at least 60 in. long at the bottom of the ramp. • There is no level landing where the ramp changes direction that is at least 60x60 in.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- The ramp has a rise higher than 6 in. and there are no handrails on both sides. Note: Curb ramps are not required to have handrails. - The top of the handrail gripping surface is greater than 38 in. above the ramp surface. - The handrail surface is not continuous or is obstructed along the top or sides. Assessment 2 – Playground - There is not an accessible route to the entrance of the play area. - There is not an accessible route to at least one of each type of ground level play component. Assessment 3 – Picnic Shelter #1 4 picnic tables, all non-compliant. Assessment 4 – Picnic Shelter #2 4 picnic tables, all non-compliant. Assessment 5 – Public Restrooms - Toilet room signs are not mounted on the wall on the latch side of the door. Note: Signs are permitted on the push side of doors with closers and without hold-open devices. - Toilet room signs are not mounted with clear floor space beyond the arc of the door swinging between the closed position and 45-degree open position, at least 18x18 inches centered on tactile characters. Note: If constructed before 3/15/2012 and a person may approach within 3 inches of the sign without encountering protruding objects or standing within the door swing, relocation not required. - Toilet room signs are not mounted so the baseline of the lowest character is at least 48 inches above the floor and the baseline of the highest character is no more than 60 inches above the floor. Note: If constructed before 3/15/2012 and mounted no higher than 60 inches to the centerline of the sign, relocation is not required. Note: If the sign is at double		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			doors with one active leaf, the sign should be on the inactive leaf; if both leaves are active, the sign should be on the wall to the right of the right leaf. - Door is equipped with hardware, but it is not operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist: Door Handle - There is no mirror - There is no coat hook. - The front of the lavatory or counter surface (whichever is higher) is more than 34 in. above the floor. - The operable parts of the hand dryer and/or towel dispenser are not within the following ranges: Above lavatories or counters no less than 20 in. and no greater than 25 in. deep: No higher than 44 in. above the floor. - The operable parts of the hand dryer and/or towel dispenser are not within the following ranges: Above lavatories less than 20 in. deep: No higher than 48 in. above the floor. - The grab bar on the rear wall does not extend at least 24 in. on the other (open) side. Assessment 6 – Basketball Court - No ADA Compliance findings		
West End Park	538 Willow St		Assessment 1 – Picnic Shelter 3 picnic tables, all non-compliant. Assessment 2 – Basketball Court - Court is not accessible due to sidewalk ending abruptly.	\$3600 - \$4,320	West End Park Assessment
Main Street Stage	201 Main St NW		Assessment 1 – Stage The area surrounding stage is accessible, but the actual stage is not.	\$2,500 - \$3,000	Main Street Stage Assessment
Optimist Park	701 Mulberry St SW	No marked parking, all gravel lot with no accessible	Assessment 1 – Approach and Entrance Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible.	\$5,318 - \$6,382	Optimist Park Assessment

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
		route extending from parking lot not adjacent to Mulberry St Ungilations on path to playground (wood chips) Playground area has wood chips as the surface. While this is an acceptable surface it must be properly maintained and the surface checked to be sure a wheel chair can be rolled on it with no more effort than	- The accessible spaces are not at least 8 feet wide or there is not accessible aisle with at least 5-foot width. Note: Two spaces may share an access aisle. Check state/local requirements; some specify that each space have its own aisle. - The van accessible spaces are not at least 11-foot wide with an access aisle at least 5-foot wide. - Van accessible space is not at least 8 feet wide with an at least 8 feet side. - Access aisles are not marked so as to discourage parking in them. Note: The marking method and color may be addressed by state/local requirements. - The slope of the accessible parking spaces and access aisles are steeper than 1:48 in all directions. - Access aisles do not adjoin an accessible route. - The bottom of the sign is not at least 60 in. above the ground. Note: The International Symbol of Accessibility is not required on the ground. - There are no signs reading "Van Accessible" at the van accessible spaces. - Accessible spaces are not located on the closest accessible route to the accessible entrance(s). Note: If parking serves multiple entrances, accessible parking should be dispersed. - The exterior accessible route is not stable, firm, and slip resistant. - The handrail does not extend at least 12 in. horizontally beyond the top and bottom of the ramp. Note: If a 12-inch extension would be a hazard (in circulation path) it is not required. - The surface of the ramp does not extend at least 12 in. beyond the inside face of the handrail and There is no curb or barrier that prevents the passage of a 4-inch diameter sphere.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
		required on a 1:14 slope	- The main entrance is not accessible, and the alternative accessible entrance cannot be used independently and during the same hours as the main entrance. - All accessible entrances do not have signs indicating the location of the nearest accessible entrance. - All entrances are not accessible and there is no sign at the accessible entrance with the international symbol of accessibility. - There is a vertical threshold, and it is more than 1/4 inch high. - If the door is equipped with a door handle it isn't operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist. - If the door is equipped with a lock, it isn't operable with one hand and/or requires tight grasping, pinching, or twisting of the wrist. - The door handle has a closer that takes less than 5 seconds to close from an open position of 90 degrees to a position of 12 degrees from the latch (no closer). Assessment 2 – Approach and Entrance (adjacent to Mulberry St) - Of the accessible spaces, there is not at least one van accessible space. Note: If constructed before 3/15/2012, parking is compliant if at least 1 in every 8 accessible spaces is van accessible. - Accessible spaces are not identified with a sign that includes the international symbol of accessibility. Assessment 3 – Access to Services and Goods (clubhouse) - No signage anywhere in building. Assessment 4 – Public Restroom (interior) - Toilet rooms are available to the public, but there is not at least one accessible toilet room. Note: If toilet rooms are chiefly for children, e.g., in elementary schools and day care centers, use the children's specifications in Toilet.		

City of Lenoir Facilities and Parks Assessment

FACILITY	LOCATION	NOTES	ISSUES IDENTIFIED	MATERIAL Only ESTIMATE	Assessment Link
			- Neither the men's nor women's restrooms are accessible. Assessment 5 – Public Restroom (exterior) - There is no mirror - There is no coat hook. Assessment 6 – Playground 2 or more ground level play components are on an accessible route, but they are not dispersed throughout the play area and/or are not integrated with other play components. - The route is steeper than 1:16. - There are swings, but there is not clear space for a person in Assessment 7 – Sports and Recreation - None of the fields are on an accessible route. Assessment 8 – Picnic Shelter - Tables on accessible route, but all are non-compliant.		

APPENDIX B

Public Notification



CITY MANAGER
SCOTT E. HILDEBRAN

CITY OF LENOIR
NORTH CAROLINA

MAYOR
JOSEPH L. GIBBONS

CITY COUNCIL
J. T. BEAL
F. KENT GREER
T. H. PERDUE
J. I. PERKINS
R. S. PRESTWOOD
D. F. STEVENS
C. D. THOMAS

RESOLUTION

IN SUPPORT OF THE AMERICANS WITH DISABILITIES ACT SECTION 504

POLICY STATEMENT

WHEREAS, the City of Lenoir prohibits discrimination on the basis of disability with respect to all terms and conditions of employment and access to its activities, programs, and services; and

WHEREAS, any interference, coercion, restraint, retaliation, or reprisal of any person alleging disability discrimination is prohibited; and

WHEREAS, for the purposes of this policy, an individual with a disability is defined as any person who:

1. Has a physical or mental impairment that substantially limits one or more major life activities;
2. Has a record of such an impairment; or
3. Is regarded as having such impairment.

WHEREAS, the City of Lenoir is committed to:

1. Providing reasonable accommodation for an individual with a disability to participate in employment, activities, programs, and services and has established procedures to allow persons with a disability to request reasonable accommodation;
2. Providing access to persons using its facilities, building, and city maintained roads, sidewalks, and cross walks;
3. Ensuring that communications with applicants, participants, beneficiaries, members of the public, and companions with disabilities are as effective as communications with others;
4. Auxiliary aids/services are provided upon request to individuals with a disability.

NOW, THEREFORE BE IT RESOLVED by the Lenoir City Council that the City of Lenoir has an ADA Coordinator/Risk Manager who can answer ADA related questions and handle reasonable accommodation requests as well as provide information on established procedures for filing a complaint alleging discrimination on the basis of a disability. The ADA Coordinator can be contacted at 828-757-2217 or by mail at 801 West Avenue NW, Lenoir, NC 28645. Any questions or comments concerning this policy should be referred to the ADA Coordinator/Risk Manager.

Adopted by vote of the City Council of Lenoir this, the 5th day of April, 2022, upon a motion by

David Stevens, Councilperson.

SEAL



POST OFFICE BOX 958 • LENOIR, NORTH CAROLINA 28645-0958 • (828) 757-2200


Joseph L. Gibbons, Mayor





NEWS FLASH

CONTENT

STATISTICS

PERMISSIONS



BACK

SHOW ARCHIVED

VIEW SITE

HELP

View Item

DONE

Last modified by Joshua Harris on 4/22/2022 11:09:00 AM

Start Date:

04/22/2022

End Date:

05/24/2022

Title:

ADA Transition Plan Survey

Brief Description:

The City of Lenoir is producing an Americans with Disabilities Act (ADA) Transition Plan and requests public input. The plan will help improve access for individuals with disabilities to City facilities, parks, programs, services, activities, & events.

Link Text:

Read on...

Complete Text:

Image:

Image Alt Text:

Image Alignment:

right

Alternate Link:

<https://www.surveymonkey.com/r/65777S9>

Alt. Link Text:

Click here to complete the survey.

Show Archives:

No



APPENDIX C

Public Engagement Survey Results

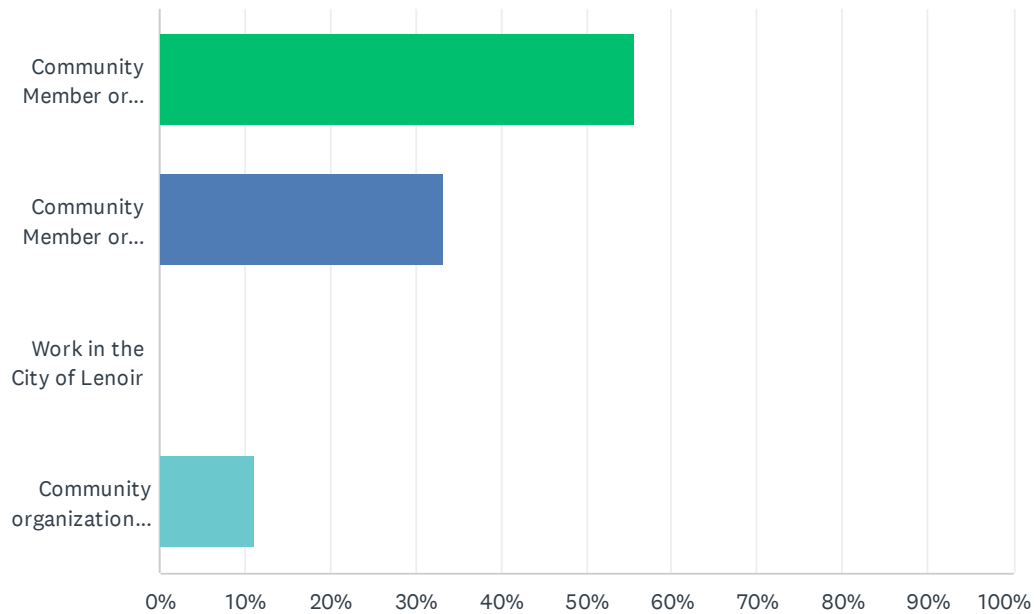
Q1 Personal Information (leave blank if you wish to remain anonymous)

Answered: 5 Skipped: 4

ANSWER CHOICES	RESPONSES	
Name	100.00%	5
Company	0.00%	0
Address	80.00%	4
Address 2	20.00%	1
City/Town	80.00%	4
State/Province	80.00%	4
ZIP/Postal Code	60.00%	3
Country	40.00%	2
Email Address	80.00%	4
Phone Number	0.00%	0

Q2 What best describes your association with the City of Lenoir?

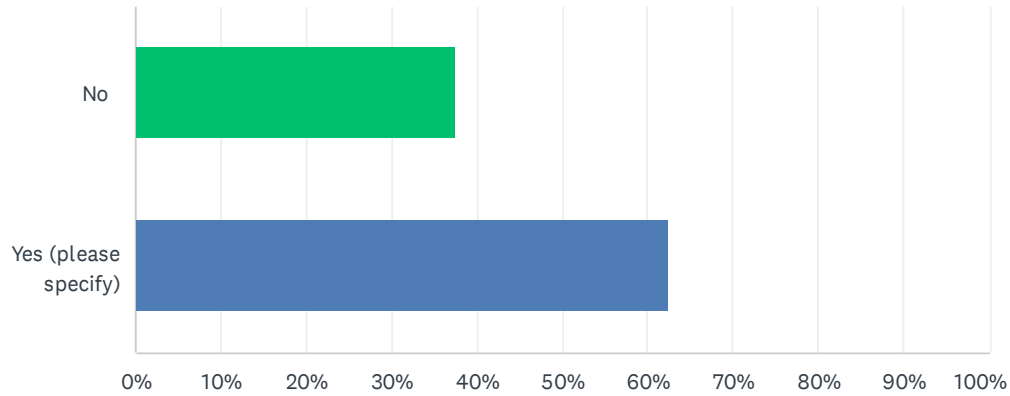
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Community Member or Visitor with a Disability	55.56%	5
Community Member or Visitor without a Disability	33.33%	3
Work in the City of Lenoir	0.00%	0
Community organization (please specify)	11.11%	1
TOTAL		9

Q3 Do you participate in programs, services, or activities offered by the City of Lenoir?

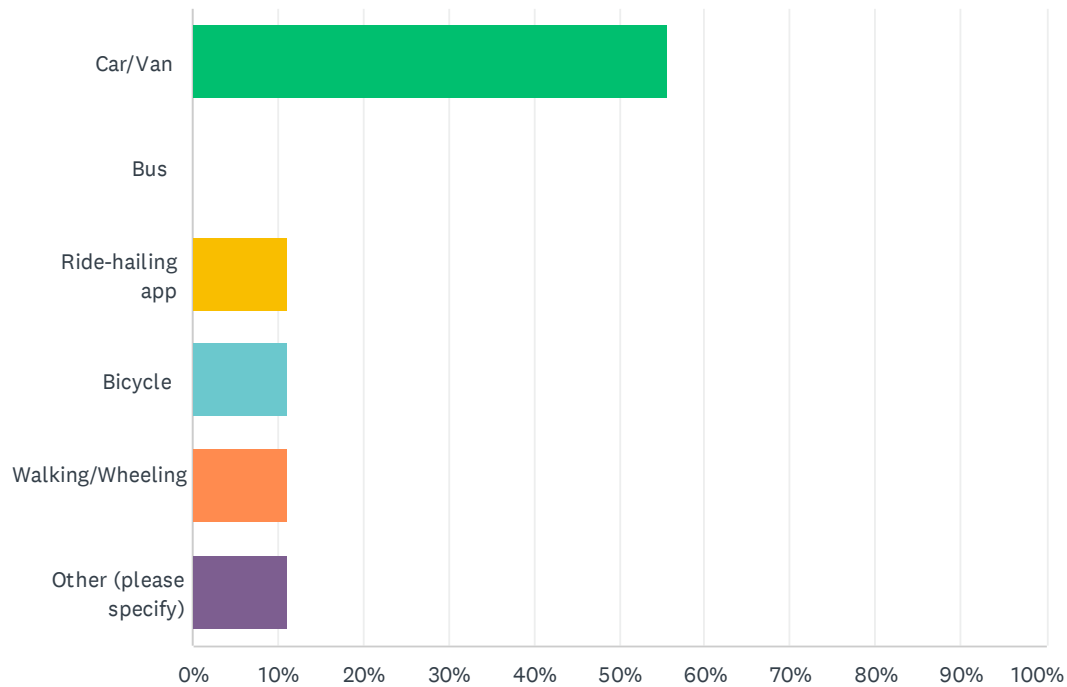
Answered: 8 Skipped: 1



ANSWER CHOICES	RESPONSES	
No	37.50%	3
Yes (please specify)	62.50%	5
TOTAL		8

Q4 What is your normal mode of transportation? (Select one)

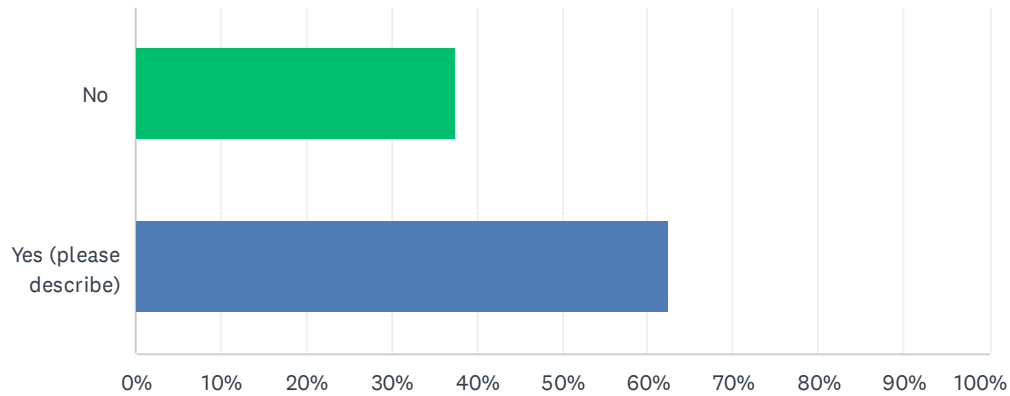
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Car/Van	55.56%	5
Bus	0.00%	0
Ride-hailing app	11.11%	1
Bicycle	11.11%	1
Walking/Wheeling	11.11%	1
Other (please specify)	11.11%	1
TOTAL		9

Q5 Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

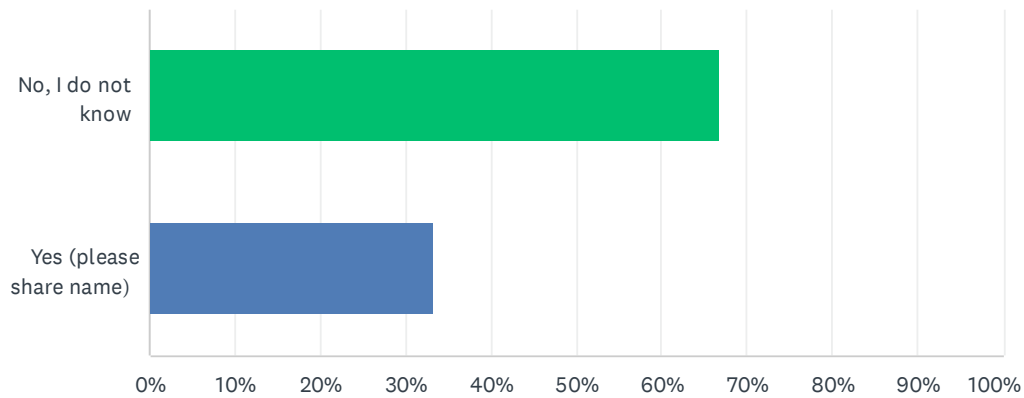
Answered: 8 Skipped: 1



ANSWER CHOICES	RESPONSES	
No	37.50%	3
Yes (please describe)	62.50%	5
TOTAL		8

Q6 Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

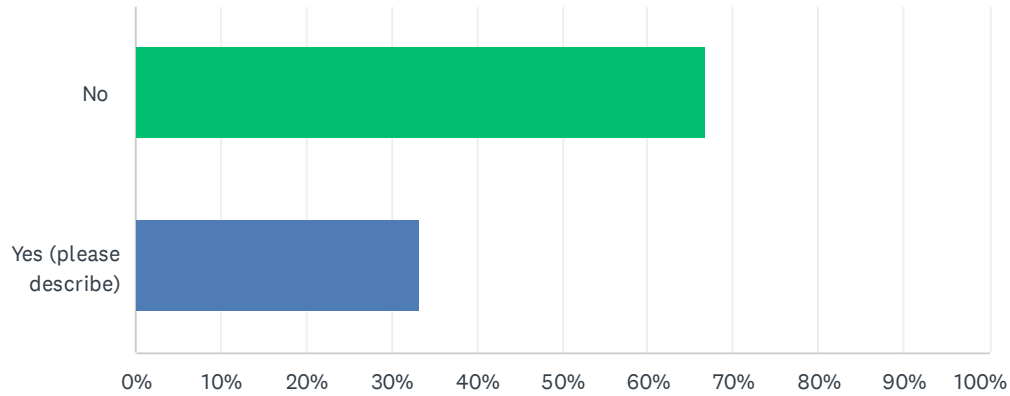
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
No, I do not know	66.67%	6
Yes (please share name and/or title)	33.33%	3
TOTAL		9

Q7 Have you ever requested an accommodation for a disability from the City of Lenoir?

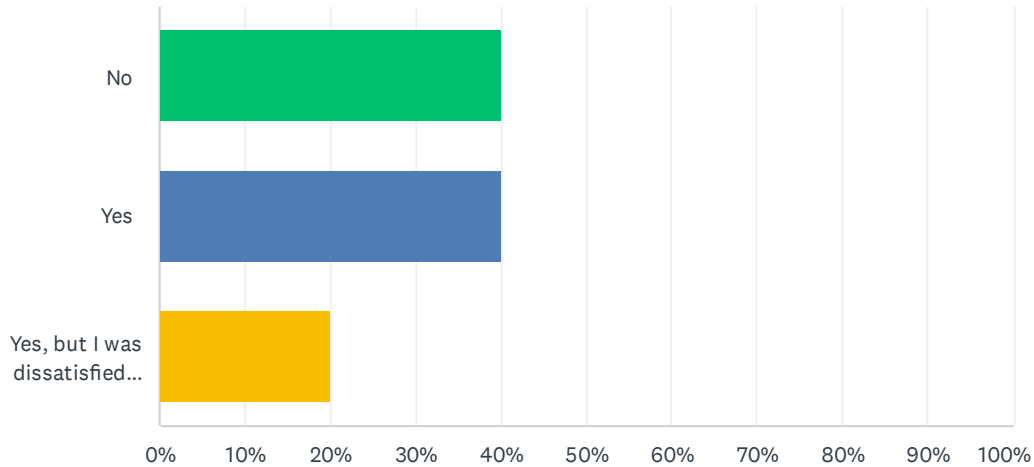
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
No	66.67%	6
Yes (please describe)	33.33%	3
TOTAL		9

Q8 If you answered “yes” to the previous question, was accommodation provided?

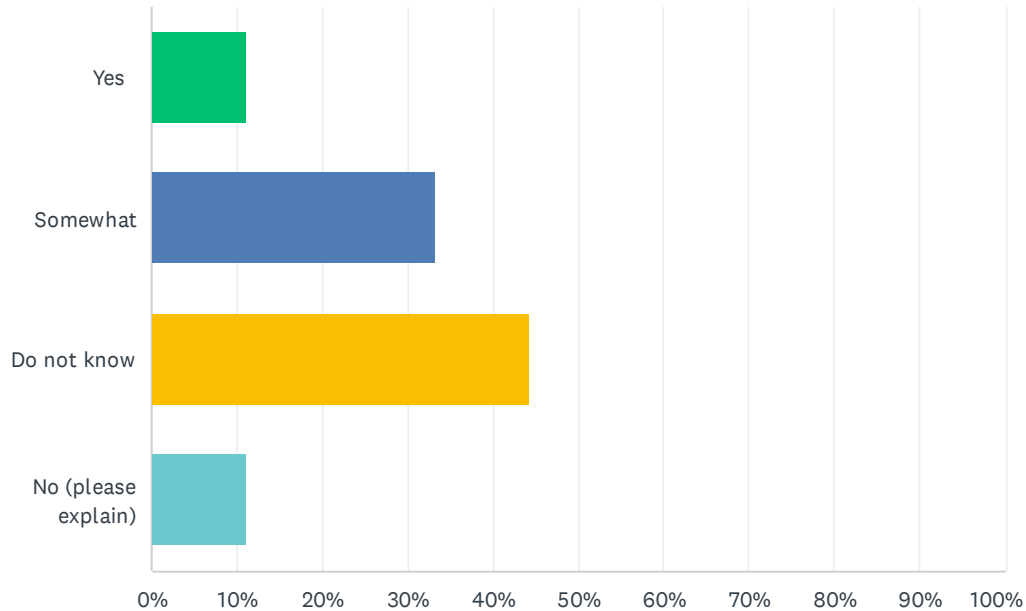
Answered: 5 Skipped: 4



ANSWER CHOICES	RESPONSES	
No	40.00%	2
Yes	40.00%	2
Yes, but I was dissatisfied with the accommodation (please explain)	20.00%	1
TOTAL		5

Q9 Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

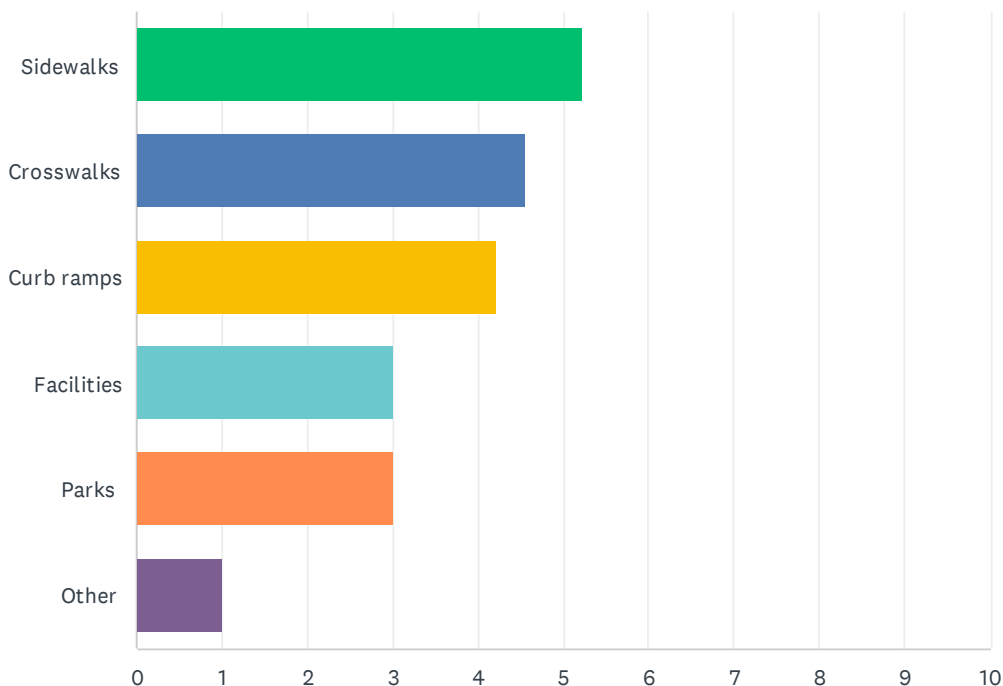
Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	11.11%	1
Somewhat	33.33%	3
Do not know	44.44%	4
No (please explain)	11.11%	1
TOTAL		9

Q10 What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Answered: 9 Skipped: 0



	1	2	3	4	5	6	TOTAL	SCORE
Sidewalks	66.67% 6	11.11% 1	0.00% 0	22.22% 2	0.00% 0	0.00% 0	9	5.22
Crosswalks	22.22% 2	44.44% 4	11.11% 1	11.11% 1	11.11% 1	0.00% 0	9	4.56
Curb ramps	0.00% 0	33.33% 3	55.56% 5	11.11% 1	0.00% 0	0.00% 0	9	4.22
Facilities	11.11% 1	0.00% 0	11.11% 1	33.33% 3	44.44% 4	0.00% 0	9	3.00
Parks	0.00% 0	12.50% 1	25.00% 2	12.50% 1	50.00% 4	0.00% 0	8	3.00
Other	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 3	3	1.00

Q11 Please explain if you answered "Other" to the previous question.

Answered: 2 Skipped: 7

Q12 Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

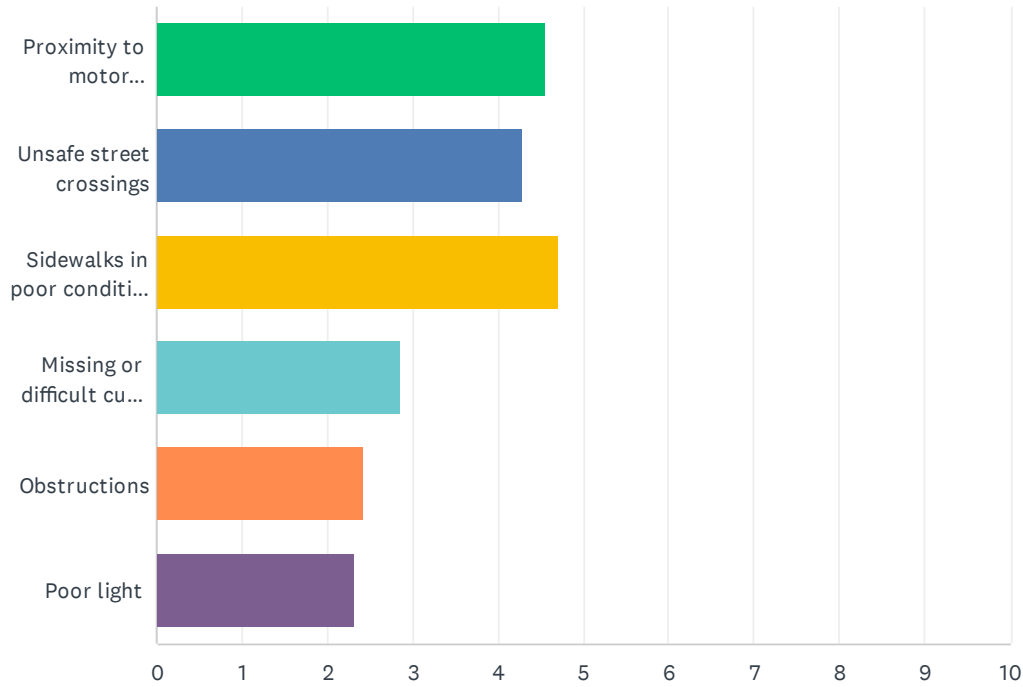
Answered: 4 Skipped: 5

Q13 Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Answered: 4 Skipped: 5

Q14 What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Answered: 7 Skipped: 2



	1	2	3	4	5	6	TOTAL	SCORE
Proximity to motor vehicles/driver	42.86% 3	14.29% 1	14.29% 1	14.29% 1	14.29% 1	0.00% 0	7	4.57
Unsafe street crossings	14.29% 1	42.86% 3	14.29% 1	14.29% 1	14.29% 1	0.00% 0	7	4.29
Sidewalks in poor condition or missing sections (gaps)	42.86% 3	14.29% 1	14.29% 1	28.57% 2	0.00% 0	0.00% 0	7	4.71
Missing or difficult curb ramps	0.00% 0	14.29% 1	28.57% 2	14.29% 1	14.29% 1	28.57% 2	7	2.86
Obstructions	0.00% 0	0.00% 0	14.29% 1	28.57% 2	42.86% 3	14.29% 1	7	2.43
Poor light	0.00% 0	16.67% 1	16.67% 1	0.00% 0	16.67% 1	50.00% 3	6	2.33

APPENDIX D

Grievance Procedure



AMERICANS WITH DISABILITIES ACT - GRIEVANCE PROCEDURE

This Grievance Procedure has been established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). Any individual looking to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or facilities of the City may review the procedure and submit a grievance report form.

The complaint should be in writing and may be submitted using the City's Grievance Form. This form can be found under the ADA Transition Plan tab on the City's website. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request. All received complaints will be kept confidential.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than sixty (60) calendar days after the alleged violation took place. Complaints should be submitted to:

ADA Coordinator

Mr. David Coffey
Risk Manager/Purchasing Agent

Phone: 828-757-2217

Email: drcoffey@ci.lenoir.nc.us

Postal Address: City of Lenoir
801 West Ave NW
Lenoir, NC 28645

Physical Address: City of Lenoir
801 West Ave NW
Lenoir, NC 28645

Within fifteen (15) calendar days after receipt of the complaint, the ADA Coordinator will contact the grievant to discuss the complaint and the possible resolutions. Within fifteen (15) calendar days of the meeting, the ADA Coordinator will respond in writing, and where appropriate, in a format accessible to the grievant, such as large print, Braille or audio tape. The response will explain the position of the City of Lenoir regarding the complaint and, when appropriate, offer options for substantive resolution of the complaint.

If the response by the City's ADA Coordinator does not satisfactorily resolve the issue, the grievant and/or his/her designee may appeal the decision within fifteen (15) calendar days after receipt of the response to the City Manager of the City of Lenoir.

Within fifteen (15) calendar days after receipt of the appeal, the City Manager will meet with the grievant to discuss the complaint and possible resolutions. Within fifteen (15) calendar days after the meeting, the City Manager will respond with the City's final position on the issue. The response will be in writing and, if necessary, an alternative format that is accessible to the grievant.

All written complaints received by the ADA Coordinator, appeals to the City Manager, and responses from these two officers will be retained by the City of Lenoir for at least three years.



**Title II of the Americans with Disabilities Act Section 504 of
the Rehabilitation Act of 1973**

GRIEVANCE FORM

Grievant's Name: _____

Home Address: _____

City, State, and Zip Code: _____

Home Telephone: _____ Business/Cell Phone: _____

Email Address: _____

.....
This section to be completed only if the aggrieved person is not the individual completing this form.

Reporting Individual: _____

Person(s) Affected by the Situation (if other than reporting individual): _____

Address: _____

City, State, and Zip Code: _____

Preferred Telephone or Email: _____

.....
Program/Activity/Facility Alleged to Be Inaccessible: _____

When did the situation occur? (date and time): _____

Describe the situation or way in which the program is not accessible, providing the name(s) where possible of the individuals who were involved in the situation (please attach additional pages as needed).

Have efforts been made to resolve this complaint through the Request for Accommodation with the ADA Coordinator? YES____ NO____

If yes, what were the results? _____

Signature: _____ Date: _____

Send or deliver to:

ADA Coordinator
David Coffey
Risk Manager/Purchasing Agent
City of Lenoir
801 West Ave NW
Lenoir, NC 28645
828-757-2217
drcoffey@ci.lenoir.nc.us

Upon request, reasonable accommodation will be provided in completing this form or copies of the form. Please contact the ADA Compliance Coordinator.

TRANSITION PLAN REVIEW CHECKLIST		Check One	
		YES	NO
1	Does the municipality have 50 or more employees? 28CFR 35.150(d)(1)	X	
	<i>If YES, a transition plan is required.</i>		
2	Identify the municipality's ADA Coordinator by name and title: 28 CFR 35.107(a)	X	
	Name & Title: David Coffey, Risk Manager/Purchasing Agent		
	▪ Is the coordinator's contact information made readily available to the public?	X	
3	Does the municipality have an ADA position statement?	X	
	28CFR 35.106		
	▪ If yes, is the position statement readily available to all interested parties?		
4	Does the municipality have a complaint/grievance process?	X	
	28 CFR 35.107(b)		
5	Does the municipality have a record of a self-evaluation of services, policies, and practices?	X	
	28 CFR 35.105(a)		
6	Does the municipality have a transition plan?	X	
	28 CFR 35.150(d)(1)		
7	Is there a clear designation of the person responsible for the Transition Plan?	X	
	28 CFR 35.150(d)(3)(iv)		
8	Are the self-evaluation and transition plan available for public inspection?	X	
	28 CFR 35.105©; 28 CFR 35.150(d)(1)		
9	Were interested parties allowed to provide comment/feedback during the self-evaluation and transition plan process?	X	
	28 CFR 35.150(d)91); 28 CFR 35.105(b)		
	▪ If yes, is there a description of the process which allowed public to readily access and submit comments for both self-evaluation and transition plan?	X	
	▪ If yes, is there a list of the interested persons consulted?		
10	Are there inventories of the municipality's facilities identifying any existing barriers? (Intersection information, curb ramps, sidewalks, and other accessibility elements)	X	
	28 CFR 35.150(d)(3)(i); 28 CFR 35.105(a)		
	▪ Vertical facilities (administration buildings, museums, community centers, etc.)?	X	
	▪ Pedestrian facilities (sidewalks, intersections, curb cuts/ramps, etc.)?	X	
	▪ If no inventories exist is there an action plan established for producing the inventories?		
11	Does the municipality have a schedule/plan for removing barriers identified in its facility inventory?	X	
	28 CFR 35.150(d)(2); 28 CFR 35.150(d)(3)		
12	Does the municipality have a clear and detailed description of methods used to make facilities accessible?	X	
	28 CFR 35.150(d)(3)(ii)		

APPENDIX E

ADA Transition Plan Contact Information

ADA Coordinator/ADA Transition Plan Implementation Coordinator

Mr. David Coffey

Risk Manager/Purchasing Agent

City of Lenoir

801 West Ave NW

Lenoir, NC 28645

828-757-2217

drcoffey@ci.lenoir.nc.us

REDACTED COMMENTS FROM SURVEY

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, April 15, 2022 11:41:58 AM
Last Modified: Friday, April 15, 2022 11:43:09 AM
Time Spent: 00:01:10
IP Address: 69.250.7.64

Page 1

Q1 Respondent skipped this question

Personal Information (leave blank if you wish to remain anonymous)

Q2 Community Member or Visitor without a Disability

What best describes your association with the City of Lenoir?

Q3 Yes (please specify):
dsf

Do you participate in programs, services, or activities offered by the City of Lenoir?

Q4 Bicycle

What is your normal mode of transportation? (Select one)

Q5 No

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Q6 No, I do not know

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Q7 No

Have you ever requested an accommodation for a disability from the City of Lenoir?

Q8

No

If you answered "yes" to the previous question, was accommodation provided?

Q9

Somewhat

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10

What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	4
Crosswalks	1
Curb ramps	2
Facilities	3
Parks	5

Q11

Respondent skipped this question

Please explain if you answered "Other" to the previous question.

Q12

Respondent skipped this question

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Q13

Respondent skipped this question

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Q14

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Proximity to motor vehicles/driver	1
Unsafe street crossings	2
Sidewalks in poor condition or missing sections (gaps)	3
Missing or difficult curb ramps	4
Obstructions	5
Poor light	6

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 25, 2022 9:50:02 AM
Last Modified: Monday, April 25, 2022 10:00:56 AM
Time Spent: 00:10:53
IP Address: 47.135.73.90

Page 1

Q1

Personal Information (leave blank if you wish to remain anonymous)

Name	Redacted
Address	Granite Falls
City/Town	NC
State/Province	28630
ZIP/Postal Code	
Country	
Email Address	

Q2

Community Member or Visitor with a Disability

What best describes your association with the City of Lenoir?

Q3

No

Do you participate in programs, services, or activities offered by the City of Lenoir?

Q4

Ride-hailing app

What is your normal mode of transportation? (Select one)

Q5

Yes (please describe):
Sidewalks and intersections with trump dome dots

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Q6

No, I do not know

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Q7

Yes (please describe):

Have you ever requested an accommodation for a disability from the City of Lenoir?

Yes just recently with my insight blind group

Q8

Yes

If you answered "yes" to the previous question, was accommodation provided?

Q9

Yes

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10

What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	1
Crosswalks	2
Curb ramps	3
Facilities	5
Other	6

Q11

Respondent skipped this question

Please explain if you answered "Other" to the previous question.

Q12

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Wheel chair ramps and hand rails

Q13

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Most are not Accessible for the blind due to cracks in the concrete

Q14

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Proximity to motor vehicles/driver	2
Unsafe street crossings	4
Sidewalks in poor condition or missing sections (gaps)	1
Missing or difficult curb ramps	5
Obstructions	6
Poor light	3

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 25, 2022 10:44:18 AM
Last Modified: Monday, April 25, 2022 11:21:34 AM
Time Spent: 00:37:16
IP Address: 47.44.225.42

Page 1

Q1

Personal Information (leave blank if you wish to remain anonymous)

Name	Redacted
Address	Lenoir
City/Town	NC
State/Province	28645
ZIP/Postal Code	
Country	
Email Address	

Q2

Community Member or Visitor with a Disability

What best describes your association with the City of Lenoir?

Q3

Do you participate in programs, services, or activities offered by the City of Lenoir?

Yes (please specify):
Garbage, water/sewer, and attends some festivals. Has worked as an advisor for CATS (before Greenway), unemployment for people with disabilities and with Lenoir Rescue Squad.

Q4

What is your normal mode of transportation? (Select one)

Other (please specify):
Paid driver, public transp -Greenway and Blue Ridge Trans.

Q5

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Yes (please describe):

Compliments: Garbage services has a handicap program and made accessible. It is nice to be able to draft payments for water/sewer bill. It would be nice for more public information to be provided with regards to what programs, services and activities are available. I am interested in volunteer work if I can be of any help. I would like to see more identification in Braille of room numbers/doors/elevators/directional info to navigate city buildings and facilities. I would like to have more safe and accessible streets and sidewalks, as well as traffic signals. It would be most helpful to have quality of sidewalks improved, as well as quality of designated marking of street crossings, such as truncated domes. In many areas, the truncated domes are worn thin and difficult to feel. I would like to see audible signals at main intersections and others if possible where there is high traffic when crossing. I would like to see accessible curb to curb crossing/well marked, as service dogs are trained to cross this way. In some areas, the foliage needs to be maintained as areas where branches are in the sidewalk and obstructing. There is also glass or obstacles that need removed that can cause tripping hazards and injury service animals feet. I used to walk more, but stopped as I don't feel safe. I want to have more animal control officers to enforce leash laws and uncontrolled/loose animals. This is a concern when walking for attacks on persons and service animals.

Q6

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Yes (please share name and/or title):

I know to call city of Lenoir, but don't know specific name of person.

Q7

Have you ever requested an accommodation for a disability from the City of Lenoir?

Yes (please describe):

Garbage collection

Q8

If you answered "yes" to the previous question, was accommodation provided?

Yes

Q9

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Somewhat

Q10

What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	1
Crosswalks	3
Curb ramps	2
Facilities	4
Parks	5
Other	6

Q11

Please explain if you answered "Other" to the previous question.

Communications with people with disabilities (things available, etc)

Q12

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

No way to go to any of the parks independently because do not know where things are located.

Q13

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Basically in general, Harper and Main, West and Harper Ave, West and Broadway, West and Willow, and West and Main. The truncated domes are worn thin and there is no traffic control. The sidewalks are not kept up, not kept clean, areas where branches hang over and are tripping hazards.

Q14

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Proximity to motor vehicles/driver	1
Unsafe street crossings	2
Sidewalks in poor condition or missing sections (gaps)	4
Missing or difficult curb ramps	3
Obstructions	5
Poor light	6

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, May 02, 2022 12:29:07 PM
Last Modified: Monday, May 02, 2022 12:44:50 PM
Time Spent: 00:15:42
IP Address: 47.44.225.42

Page 1

Q1 Respondent skipped this question

Personal Information (leave blank if you wish to remain anonymous)

Q2 Community Member or Visitor with a Disability

What best describes your association with the City of Lenoir?

Q3 No

Do you participate in programs, services, or activities offered by the City of Lenoir?

Q4 Car/Van

What is your normal mode of transportation? (Select one)

Q5 Yes (please describe):
We need a good bus service that will go out into the county and take people to the city to conduct errands/business. People are having a hard time getting people to take them places.

Q6 No, I do not know

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Q7 No

Have you ever requested an accommodation for a disability from the City of Lenoir?

Q8 Respondent skipped this question

If you answered "yes" to the previous question, was accommodation provided?

Q9 Do not know

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10 What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	2
Crosswalks	1
Curb ramps	3
Facilities	4
Parks	5
Other	6

Q11 Please explain if you answered "Other" to the previous question.

Bus/van service to get into town

Q12 Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Nothing in particular

Q13 Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Harper Avenue sidewalk out towards hwy 18 end is terrible, broke up in pieces, not really sidewalk, must walk in road, which is dangerous.

Sidewalks around court house needs re-paving. This is very difficult when you cannot see to navigate walkway. I almost fell last time walked in that area.

Q14

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Proximity to motor vehicles/driver	4
Unsafe street crossings	1
Sidewalks in poor condition or missing sections (gaps)	2
Missing or difficult curb ramps	3
Obstructions	5
Poor light	6

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, May 05, 2022 1:16:33 PM
Last Modified: Thursday, May 05, 2022 1:19:32 PM
Time Spent: 00:02:59
IP Address: 47.38.82.160

Page 1

Q1 Respondent skipped this question

Personal Information (leave blank if you wish to remain anonymous)

Q2 Community Member or Visitor without a Disability

What best describes your association with the City of Lenoir?

Q3 Respondent skipped this question

Do you participate in programs, services, or activities offered by the City of Lenoir?

Q4 Car/Van

What is your normal mode of transportation? (Select one)

Q5 Respondent skipped this question

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Q6 No, I do not know

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Q7 No

Have you ever requested an accommodation for a disability from the City of Lenoir?

Q8

Respondent skipped this question

If you answered "yes" to the previous question, was accommodation provided?

Q9

Do not know

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10

What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	1
Crosswalks	4
Curb ramps	2
Facilities	5
Parks	3

Q11

Respondent skipped this question

Please explain if you answered "Other" to the previous question.

Q12

Respondent skipped this question

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Q13

Respondent skipped this question

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Q14

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Proximity to motor vehicles/driver	3
Unsafe street crossings	5
Sidewalks in poor condition or missing sections (gaps)	1
Missing or difficult curb ramps	6
Obstructions	4
Poor light	2

#6

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, May 11, 2022 7:07:50 PM
Last Modified: Wednesday, May 11, 2022 7:13:24 PM
Time Spent: 00:05:33
IP Address: 47.37.233.21

Page 1

Q1

Personal Information (leave blank if you wish to remain anonymous)

Name

Q2

Community Member or Visitor with a Disability

What best describes your association with the City of Lenoir?

Q3

Do you participate in programs, services, or activities offered by the City of Lenoir?

Yes (please specify):
Aquatic Center Downtown areas Mulberry park

Q4

Car/Van

What is your normal mode of transportation? (Select one)

Q5

No

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Q6

No, I do not know

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Q7

No

Have you ever requested an accommodation for a disability from the City of Lenoir?

Q8 Respondent skipped this question

If you answered "yes" to the previous question, was accommodation provided?

Q9 Somewhat

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10 What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	4
Crosswalks	5
Curb ramps	3
Facilities	1
Parks	2

Q11 Respondent skipped this question

Please explain if you answered "Other" to the previous question.

Q12 Respondent skipped this question

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Q13 Respondent skipped this question

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Q14

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Proximity to motor vehicles/driver	1
Unsafe street crossings	2
Sidewalks in poor condition or missing sections (gaps)	4
Missing or difficult curb ramps	6
Obstructions	3
Poor light	5

#7

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, May 12, 2022 5:25:26 AM
Last Modified: Thursday, May 12, 2022 5:28:22 AM
Time Spent: 00:02:55
IP Address: 128.92.86.130

Page 1

Q1 Respondent skipped this question

Personal Information (leave blank if you wish to remain anonymous)

Q2 Community Member or Visitor without a Disability

What best describes your association with the City of Lenoir?

Q3 Yes (please specify):
Events that take place down town and parks and rec

Do you participate in programs, services, or activities offered by the City of Lenoir?

Q4 Car/Van

What is your normal mode of transportation? (Select one)

Q5 No

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Q6 No, I do not know

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Q7 No

Have you ever requested an accommodation for a disability from the City of Lenoir?

Q8

No

If you answered "yes" to the previous question, was accommodation provided?

Q9

Do not know

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10

What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	1
Crosswalks	2
Curb ramps	4
Facilities	5
Parks	3

Q11

Respondent skipped this question

Please explain if you answered "Other" to the previous question.

Q12

Respondent skipped this question

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Q13

Respondent skipped this question

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Q14

Respondent skipped this question

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

#8

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, May 19, 2022 5:08:08 AM
Last Modified: Thursday, May 19, 2022 5:42:23 AM
Time Spent: 00:34:15
IP Address: 47.44.225.42

Page 1

Q1

Personal Information (leave blank if you wish to remain anonymous)

Name	Redacted
Address	
City/Town	Lenoir
State/Province	NC
ZIP/Postal Code	
Email Address	

Q2

What best describes your association with the City of Lenoir?

Community organization (please specify):
NC DHHS Division of Services for the Blind

Q3

Do you participate in programs, services, or activities offered by the City of Lenoir?

No

Q4

What is your normal mode of transportation? (Select one)

Car/Van

Q5

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Yes (please describe):

From talking to multiple consumers that I work with, if sidewalks and crosswalks (ramps, truncated domes, high contrast markings) were in better repair and designed to be accessible, it would allow access to attending festivals held in town or just visiting from nearby apartments or houses. Several consumers have expressed concerns to me about tripping hazards with sidewalk disrepair and obstacles blocking the path. I have heard from one consumer in particular that would like to see the sidewalk extended down Main St. to Creekway Dr. I have had several consumers tell me they have stopped coming to town or walking there due to conditions of sidewalks and safety crossing the street. Consumers I have talked to would like to see audible pedestrian signals at main intersections. I have talked with residents at local apartment buildings that say they would go further into town, but concern about the conditions of sidewalks and being able to safely cross the street stop them (consumers that use motorized wheelchairs report there not being an accessible ramp area for them to get on the sidewalk to go further and when sidewalk is in disrepair, then concerned they would get stuck). Finally, I have heard from a number of consumers that they would like to see right turn on red eliminated at main intersections in town to make street crossing safer. I work with a group of persons with visual impairment that range from low vision to total blindness that is open to meeting anytime to discuss their experiences accessing the City of Lenoir and their needs. During my time with Services for the Blind since 2017, I have had a number of individuals make comments to me about downtown Lenoir and wishing for changes.

Q6

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Yes (please share name and/or title):

I would call the main number for City of Lenoir to be directed.

Q7

Have you ever requested an accommodation for a disability from the City of Lenoir?

No

Q8

If you answered "yes" to the previous question, was accommodation provided?

Respondent skipped this question

Q9

Do not know

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10

What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	1
Crosswalks	2
Curb ramps	3
Facilities	4
Parks	5

Q11

Respondent skipped this question

Please explain if you answered "Other" to the previous question.

Q12

Respondent skipped this question

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Q13

Respondent skipped this question

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

Q14

Respondent skipped this question

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

#9

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, May 23, 2022 7:39:19 PM
Last Modified: Monday, May 23, 2022 7:44:00 PM
Time Spent: 00:04:40
IP Address: 69.250.7.64

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Q1

Personal Information (leave blank if you wish to remain anonymous)

Name	Redacted
Address	
Address 2	
City/Town	Lenoir
State/Province	NC
Email Address	

Q2

Community Member or Visitor with a Disability

What best describes your association with the City of Lenoir?

Q3

Do you participate in programs, services, or activities offered by the City of Lenoir?

Yes (please specify):
shopping, weekend festivities

Q4

Walking/Wheeling

What is your normal mode of transportation? (Select one)

Q5

Do you have any specific compliments, concerns, complaints, or problems with access for persons with disabilities to any of the programs, services or activities provided by the City of Lenoir?

Yes (please describe):
sidewalks uneven, lack of curb markings and walk/don't walk signals

Q6 Yes (please share name and/or title):
Michelle Pennell

Do you know the person you should contact if you need assistance, have a concern or complaint, or need an accommodation to access a facility, service, or event?

Q7 Yes (please describe):
I am part of the VIPS Group (Vision impaired person)

Have you ever requested an accommodation for a disability from the City of Lenoir?

Q8 Yes, but I was dissatisfied with the accommodation (please explain):
in process ...

If you answered "yes" to the previous question, was accommodation provided?

Q9 No (please explain):
Patience when dealing with govt!

Are City of Lenoir staff generally helpful, supportive, and positive in solving accessibility issues for persons with disabilities?

Q10

What do you think should be the highest priority of the City of Lenoir to improve accessibility for persons with disabilities? Please rank the following from 1 to 6 with 1 having the highest priority:

Sidewalks	1
Crosswalks	2
Curb ramps	3
Facilities	5
Parks	4

Q11 Respondent skipped this question

Please explain if you answered "Other" to the previous question.

Q12

Do you have any particular concerns regarding accessibility in any City of Lenoir parks or public facilities? You can submit as many as you like:

Public transportation would be great

Q13

Please list the general address or area of sidewalk in the City of Lenoir that you find particularly unusable/dangerous and why. You can submit as many as you like:

take a walk down sidewalks (blindfoldedw/ sighted person) to see how dangerous and frightful

Q14

What conditions along Town streets / sidewalks affect your walking habits? (Rank in order from 1-6 with 1 being the most critical)

Proximity to motor vehicles/driver	5
Unsafe street crossings	3
Sidewalks in poor condition or missing sections (gaps)	1
Missing or difficult curb ramps	2
Obstructions	4

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Staff requests permission to approve the attached resolution to retain the DLR Group for the development of the Downtown Lenoir Master Plan featuring The Campus. Staff requests that the City Manager be authorized to sign the contract on behalf of the City.

II. Background Information:

Staff issued a request for proposal for a Downtown Master Plan featuring The Campus on September 1, 2022. The City of Lenoir also posted this request on our website. Seven, highly qualified firms submitted proposals. The selection committee evaluated the proposals and conducted virtual interviews with the top ranked firms. For this particular project, the DLR Group was highly ranked by all who participated in the review process. Upon review, staff is assured that the submissions from the DLR Group is the firm that fully meets the specifications needed to address our needs and meet the requirements for the Downtown Lenoir Master Plan featuring The Campus.

The DLR Group, is an award winning, nationally recognized planning firm with a branch in Charlotte, NC. DLR Group has secured McGill Associates as the civil engineer consultant for this process. Their submission outlining their approach, proposed community engagement plan, market assessments and plan development is attached. The cost of this project is funded by a \$150,000 allocation from ARPA funding.

Staff requests the authorization from Council to enter into a contract with DLR Group for their services.

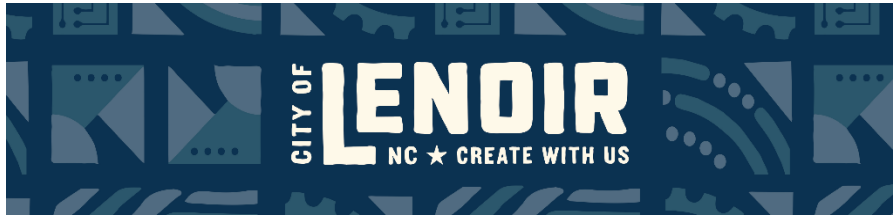
III. Staff Recommendation:

Adopt as submitted.

IV. Reviewed By:

City Manager

Economic Development Director



**RESOLUTION TO APPROVE THE CONTRACT WITH DLR GROUP TO PRODUCE THE CITY OF LENOIR
2023 DOWNTOWN MASTER PLAN FEATURING THE CAMPUS**

WHEREAS, the City Council has determined that a Downtown Master Plan inclusive of the City owned facilities located on the Historic Lenoir High School Campus need to be examined; and

WHEREAS, proposals were requested from firms interested in contracting with the City of Lenoir to assist in the development of the 2023 Downtown Master Plan featuring The Campus; and

WHEREAS, DLR Group has been selected as the firm most qualified to perform the work necessary to produce the 2023 Downtown Master Plan featuring The Campus:

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

The City Manager for the City of Lenoir is authorized to sign the Contract on behalf of the City with the DLR Group.

Adopted this the 18 day of October, 2022

ATTEST:

Shirley Cannon, City Clerk

Joseph L. Gibbons, Mayor



Courtesy of downtownlenoirnc.com

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01

General Information





DLR Group of North Carolina, P.C.
a North Carolina professional corporation
1213 West Morehead Street, Suite 210
Charlotte, NC 28208

September 23, 2022

Ms. Kaylynn Horn
Economic Development Main Street Director
City of Lenoir
801 West Avenue
Lenoir, NC 28645

Re: **Master Plan for Downtown Lenoir, NC Featuring The Campus**

Dear Ms. Horn:

Thank you for inviting us to submit our qualifications for your Lenoir Downtown Master Plan. When we talked by phone, and subsequently while visiting the town, we were struck by all the excellent work and energy that has preceded this downtown plan, identifying and nurturing so many of Lenoir's assets. We agree with you that our charge here will be to creatively stitch those threads – your assets and efforts – together, to create future opportunities for meaningful development. As we do that, we will bring the following strengths to bear:

We are preservation minded: Most of our arts projects have a preservation story. We have been members and leaders of the League of Historic American Theatres for 20 plus years, an organization that champions the preservation and operations of theaters- large and small- which are places of social engagement and serve as catalysts for redevelopment. We have worked on over 30 projects that take advantage of State and Federal Tax Credits for Rehabilitation. But, we also know that preservation isn't just a plaque on the wall. For example we talked with you about the work we are leading with Irv Henderson at the New Granada Theater in Pittsburgh to not only save the building but also use that building as a hub to revitalize the Hill District community.

We are local: Our Charlotte studio has over 40 designers, architects, and planners working in communities across North Carolina. We are currently working on arts and planning projects in Morganton, Salisbury, Charlotte, and Durham. We are sponsors for a Lake James charity event on October 1 run by UNC Blue Ridge – one of our important clients in the area. We've included on our team McGill Associates, who have successfully completed many projects – both plans and implementation – for the city of Lenoir.

We know Main Streets: We have had the good fortune of working on hundreds of arts and cultural projects, many in the heart of Main Street communities like Lenoir. We've also included on our team Designing Local; a small arts planning firm with extensive experience developing plans for Main Street Communities.

We deliver: At DLR Group, we have no interest in developing seductive plans that live in a drawer after we finish. Our goal is to be aligned not only with Lenoir's grandest ambitions, but also Lenoir's ability to sequentially and practically implement our collective plan. We are also experienced with community engagement, market analysis, and fundraising support; helping you not only to create a vision but also build grassroots support and identify ways to fund it.

In summary, we are very excited to submit our qualifications for this opportunity. We believe we have assembled a team that will bring energy, creativity, deep experience, and practical grit to this challenge.

Sincerely,
DLR Group

Yogesh Saoji, AIA, AICP
Planning & Urban Design Leader

Andrew Gale, RA, LEED AP
Project Manager, Point of Contact

ELEVATE *the*
HUMAN EXPERIENCE
THROUGH DESIGN



Contact Information

Prime Consultant, Lead Planner: DLR Group

Andrew Gale, RA, LEED AP
 Project Manager, Point of Contact
 1213 W. Morehead St., Suite 210
 Charlotte, NC 28208

Email: agale@dlrgroup.com
 Direct: 704.612.2050

Landscape Architect / Civil Engineer: McGill Associates

Mike Norris, PLA
 Director of Land Planning and Recreation
 1240 19th Street Lane NW
 Hickory, NC 28601

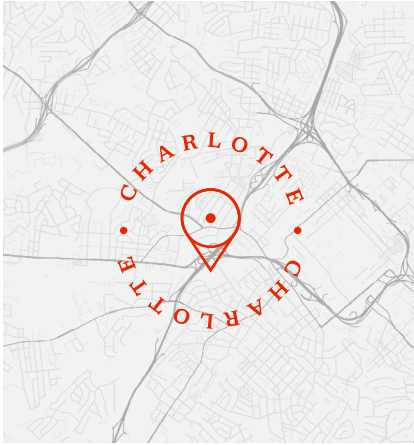
Email: mike.norris@mcgillassociates.com
 Direct: 828.328.2024

Planning Consultant: Designing Local

Amanda Golden
 Managing Principal
 1223 E. Main Street
 Columbus, OH 43205

Email: amanda@designinglocal.com
 Direct: 614.607.1557

The Massillon Museum is a regional Ohio history and art museum housed in a 1930s Art Deco commercial building that was adapted by DLR Group in the 1990s and recently expanded via new construction and annexation of additional adjacent historic buildings.



Firm Profile

56

*Years of
Experience*

200+

*Master Plans for
Communities, Campuses,
and Districts*

38

*Employee-Owners
in Charlotte*

22

*Full-time Planners
Firm-wide*

300+

*Cultural &
Performing Arts
Projects*

DLR Group is an integrated design firm with more than 1,300 employee-owners in 30 offices around the world. Our promise is to elevate the human experience through design. This inspires a culture of design and fuels the work we do around the world. We are 100 percent employee-owned: every employee is literally invested in our clients' success. At the core of our firm are interdisciplinary employee-owner teams, engaged with all project life-cycle stakeholders. These teams champion true collaboration, open information sharing, shared risk and reward, value-based decision making, and proficient use of technology to elevate design.

Services

Architecture

Engineering

Civil
Electrical
Mechanical
Structural

Interiors

Planning

Acoustical Design

Audiovisual Design

Energy+Smart Buildings

Experiential Graphic Design

High Performance Design

Landscape Architecture

Lighting Design

Preservation

Reality Capture

Science+Technology

Sustainability

Theater Planning + Technology

Business Operations Planning + Fundraising Support

Theater Planning & Technology

Locations

Austin
Charlotte
Chicago
Cleveland
Colorado Springs
Columbus
Dallas
Denver

Des Moines
Honolulu
Houston
Kansas City
Las Vegas
Lincoln
Los Angeles
Minneapolis

New York
Omaha
Orlando
Phoenix
Portland
Riverside
Sacramento
San Diego

San Francisco
Seattle
Tuscon
Washington, D.C.
Dubai
Shanghai



The Murphy Arts District leverages existing historic assets and new construction to create a multi-venue arts and entertainment district that has revitalized downtown El Dorado, Arkansas.

Enriching Communities, Empowering Creative Expression through Planning and Design

Our Cultural+Performing Arts Studio specializes in projects that enrich communities and empower creative expression. Behind every performance, exhibition, or cultural event is an interwoven backdrop of complex issues that design thinking can resolve. As one of the world's preeminent designers of arts facilities, we create spaces that set the stage for cultural and economic vitality.

Encompassing venues around the nation and internationally, our award-winning portfolio includes theaters and performance venues of all types; museums and galleries; media and broadcast-related projects; and instructional and studio spaces for music, dance, drama, and the visual arts.

Our multi-disciplinary practice has in-house planners, architects, engineers, technology designers—including experts in acoustics, audiovisual systems, theatrical systems, and lighting design—and business operations and funding specialists who focus on cultural projects.

These experts guide clients through every phase of a project, creating compelling solutions that are recognized for their technical, aesthetic, and operational quality.

Working in collaboration with our clients, we elevate the human experience through design, one project and community at a time.

Please see Section 3: experience for additional information related to our capabilities and experience in Urban Design and Planning, Cultural & Performing Arts, Preservation & Adaptive Reuse, and Business Operations Planning & Fundraising Support.

In Section 5: Project & References, we further describe a selection of individual master planning projects specifically relevant to the work in Lenoir.



Our Team



DLR Group

Planning, Urban Design,
Cultural + Performing
Arts, Historic Preservation,
Community Engagement

Yogesh Saoji, AIA, AICP, PP, LEED AP
*Planning Principal,
Urban Designer*

Andrew Gale, AIA
Project Manager / Architect

Christina Kruse, CNP
*Cultural Planner,
Engagement Leader*

Matt Jennings, AIA
Preservation Architect

McGill Associates

Civil, Multi-modal
Planning, Landscape

Mike Norris, PLA
Landscape Architect

Matt Oetting, PE
Civil Engineer

Designing Local

Main Street
Program Specialist

Amanda Golden
*Placemaking Planner / Urban
Planner*

Joshua Lapp, AICP
*Preservation Planner / Urban
Planner*

National Planning, Cultural, and Preservation Expertise, Local Commitment and Knowledge

DLR Group brings national expertise in planning, urban design, historic preservation, and cultural and performing arts facilities design. The project will be managed from our Charlotte office by members of the same team currently working on the CoMMa Performing Arts Center Master Plan in Morganton.

We are joined by McGill Associates with expertise in civil engineering, transportation planning, and landscape. McGill has worked on the City of Lenoir's Comprehensive Pedestrian Plan and is familiar with downtown with multiple offices in NC, including an office in Hickory.

The team is joined by Designing Local, a consulting firm with whom DLR Group has partnered on several recent, relevant planning projects. Designing Local has deep experience assisting communities throughout the country with Main Street, downtown, and community revitalization using a variety of tools to help cities accomplish their goals. Preservation, public art, and urban design are key focal points of Designing Local's work.

The DLR Group team brings highly relevant national and local experience to the Master Plan for Downtown Lenoir, NC featuring The Campus.

McGill Associates



Brief History

McGill was established in January 1984 in Asheville, North Carolina. The firm was purchased in 1999 from the founder and became an employee-owned corporation. Employing around 144 staff, the firm has grown to include additional offices in Hickory, Pinehurst, Raleigh, Shallotte, and Smithfield, North Carolina; Knoxville, Tennessee; and Williamsburg, Virginia. The firm has stayed true to its commitment to always provide quality and responsive service to its clients.

How We're Different

McGill serves public and private clients throughout the Southeast. The range and depth of McGill's expertise includes a wide spectrum of engineering services, land planning and recreation, as well as consulting services.

Our foundation is built on creating comprehensive solutions in a personal way. Collaboration is the key to our success and clients are an integral part of every project at McGill. By building lasting relationships with communities, we understand our clients' visions and project goals. Our dedicated project team focuses on delivering a customized solution for each unique community.

We help our clients identify challenges, formulate responsive solutions, and manage successful project completion. Through partnership, we shape the best results for each client and community.

What We Do

- Civil / Site Engineering
- Water and Wastewater Engineering
- Water Resources Engineering
- Electrical Engineering
- MEP Engineering
- Solid Waste Engineering
- Environmental Engineering
- Surveying
- Land Planning and Recreation Consulting

Firm Facts

Year Established: 1984

Office Location:

1240 19th Street Lane NW
Hickory, NC 28601

Contact:

Mike Norris, PLA, Director of Land Planning and Recreation
mike.norris@mcgillassociates.com,
828.328.2024

Land Planning & Recreation Services

- Comprehensive Parks and Recreation Planning
- PARTF Funding Application Assistance
- Active and Passive Parks
- Athletic Field and Complex
- Open-Space Planning
- Bicycle Master Planning
- Greenways and Trails
- Pedestrian Master Planning
- Downtown Master Planning
- Streetscape and Downtown Revitalization
- Landscape Planning
- Land-Use Planning
- Parking
- Site and Security Lighting
- Industrial Parks
- School Sites
- Golf Course Developments
- Residential Developments
- Commercial Centers
- Institutional Sites
- Mixed-Use Developments
- Neo-Traditional Neighborhoods
- Professional Office Parks

DESIGNING LOCAL

FIRM OVERVIEW

Designing Local is a certified woman-owned business dedicated to helping communities connect people to place through culture. Founded in 2014, our firm was born from the belief that design, art, culture, historic preservation and other important unique attributes of communities are often overlooked in the planning process. We bring an authentic curiosity and passion to our work.

We recognize that prosperity and economic development come from strategically planning and investing in our communities culture and unique assets. The result: better community relations, increased pride and ownership by stakeholders, and revered places that people and businesses naturally choose to be a part of. We seek to help communities grow their pride, realize their ability to influence the future, and create a prosperous community for all.

Our process is straightforward and simple. Through robust and creative public engagement we help to extract the story of the place in which we are working. We take that story, as told by the community itself, and help translate that into a unique, interesting, and powerful built environment.

WE REVEAL THE ESSENTIAL CHARACTER OF A COMMUNITY

Through historical research, site analysis, and stakeholder engagement, we define the distinguishing characteristics of your community. This serves as the foundation for our creative process.

WE APPROACH PLACEMAKING AS ECONOMIC DEVELOPMENT

Investing in quality of life and sense of place is a key strategy for attracting and retaining businesses and residents. We work to bring the unique elements of your community to the forefront so you stand out.

WE TREAT CREATIVITY AS A CULTIVATED RESOURCE

Each community has a significant latent resource in the form of the creative energy of its residents. Our projects enable this energy to be focused toward building community pride, identity, and investment, and growing an environment that enables success for artists and creatives.

WE BELIEVE THAT CITIES SHOULD BE FUN

Whether a resident or visitor, spending time in cities should be enriching, enjoyable, and engaging. To put it simply, cities should be fun. We strive toward this ideal with all of our projects.

WE EMPOWER OUR CLIENTS TO DO MORE

With a broad set of service offerings, we bring multiple perspectives to each project, and collaborate with our clients to create visionary but achievable outcomes. We are passionate about our work and strive to build lasting relationships with our clients to achieve long term success.

02

Project Team Resumes



Yogesh Saoji, AIA, AICP, PP, LEED BD+C

Principal, DLR Group | Planning & Urban Design Leader



Yogesh is a senior architect, planner, and urban designer who enjoys working with diverse teams of professionals in architecture, landscape architecture, real estate economics, transportation planning, and environmental engineering to integrate and reach consensus on complex design and planning issues, expedite regulatory approval processes, and gain community and stakeholder support. With 25+ years of experience, Yogesh applies rigor, creativity, and focus onto design, placemaking, and implementation. He also integrates experiential design elements such as wayfinding, signage, branding, and placemaking into urban design projects.

Select Experience

State of Nebraska; Lincoln, NE
Comprehensive Capital Facilities Plan

State of Illinois; Springfield, IL
2050 Master Plan* | Capitol Complex Master Plan

Commonwealth of Virginia; Richmond, VA
Virginia State Capitol Master Plan

State of Maine; Augusta, ME
Augusta Area Facilities Master Plan

State of New Jersey; Trenton, NJ*
New Jersey State Capital Park Master Plan

Historically Black Colleges & Universities
Various planning projects: Lane College, Philander Smith College, Morris College

Hoboken North End; Hoboken, NJ
Redevelopment Plan

Landmark Van-Dorn; Alexandria, VA*
Small Area Plan

**completed in prior association*

Education

Masters of Community Planning, Urban Design
University of Cincinnati

Masters of Urban Design
CEPT University, India

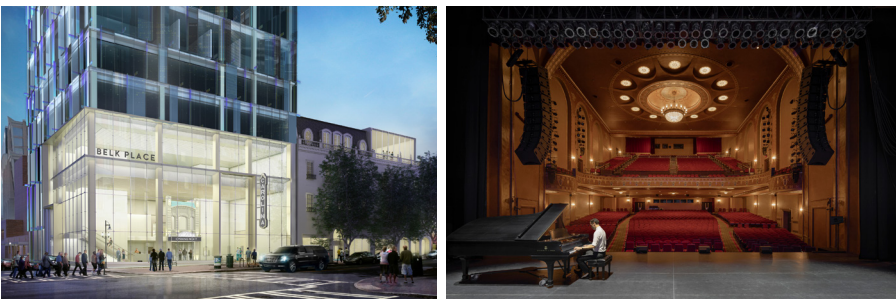
Bachelor of Architecture
Visvesvaraya National Institute of Technology, India

Registration, Accreditations, Affiliations

American Institute of Architects | American Institute of Certified Planners | American Planning Association | Urban Land Institute

Andrew Gale, RA, LEED AP

Senior Associate, DLR Group | Project Manager / Architect



Andrew has significant experience in architectural design for a variety of building types including performing arts, higher education, libraries, healthcare, medical education, commercial buildings, and corporate interiors. His work has included LEED projects, historic restoration, renovation, and new construction. Andrew has worked in all phases of design, from feasibility studies and programming through construction administration. He excels in projects that demand a collaborative, team-centered approach to design and construction.

Select Experience

Carolina Theatre Restoration; Charlotte, NC

CoMMA Performing Arts Center Master Plan; Morganton, NC

Catawba College; Salisbury, NC
Keppel Auditorium

Austin Theatre Alliance; Austin, TX
Paramount & State Theatre Renovation Design

Denison University; Granville, OH
Michael D. Eisner Center for the Performing Arts

Mint Museum; Charlotte, NC
Fashion Re-imagined Exhibit Design

Musical Arts Association; Cleveland, OH
Severance Hall Renovation
Blossom Music Center Renovations

State Theatre New Jersey; New Brunswick, NJ

University of North Carolina School of the Arts; Winston-Salem, NC
Campus Master Plan | Stevens Center Master Plan
Immersive Media Study

Education

Master of Architecture
Texas Tech University

Master of Arts —Creative Writing
University of Chicago

Registration, Accreditations, Affiliations

Registered Architect: NC, NY
LEED Accredited Professional

Christina Kruse, CNP

Associate, DLR Group | Cultural Planner, Engagement Leader



Christina works directly with arts clients on projects ranging from facility and capital campaign feasibility studies to business planning, grant writing, and facility right-sizing. She has a broad range of feasibility and planning expertise for the development and renovation of cultural facilities and districts. Her background in market analysis, quantitative and qualitative data collection and analysis, small group facilitation, and public engagement enables her to set up clients for success by providing them with sound recommendations. Her approach incorporates a commitment to authentic community engagement and to environmental and operational sustainability and stewardship.

Select Experience

Arts Master Plan; Frankfort, KY

New Cultural Arts Facility; Hernando County, FL
Market & site assessment, stakeholder interviews; demographic analysis, benchmarking

The Rivoli Feasibility & Reuse Study; Indianapolis, IN
Market analysis, community engagement, asset inventory, reuse concepts, operating pro-forma

Columbia Art House; Paducah, KY
Developed operating pro forma

Mansfield Cultural Arts Master Plan; Mansfield, TX
Add description here (with Designing Local)

CoMMA Performing Arts Center Master Plan; Morganton, NC
Led community engagement & facility utilization assessment

Feasibility Study to Reactivate Historic Center Theatre (now Dowd Center Theatre); Monroe, NC*
Market study & business plan, community engagement, market analysis, utilization assessment

**completed in prior association*

Education

Masters — International Performance Research
University of the Arts — Belgrade, Serbia

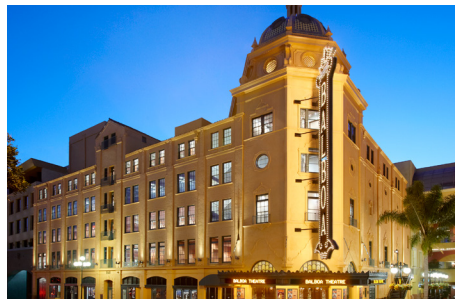
Bachelor of Arts — Theatre Arts and Urban Studies
University of Pittsburgh

Registration, Accreditations, Affiliations

Certified Nonprofit Professional, Nonprofit Leadership Alliance

Matthew E. Jennings, AIA

Associate | Preservation Architect



Matt has a special interest in preserving the heritage of our cities and towns. He has worked on a variety of local and national projects where his responsibilities have ranged from archival research to grass roots fundraising to design and project management. As one of the firm's preservation specialists, he is a key member of the preservation and historic tax credit team. His dedication in protecting the integrity of the existing historic fabric provides a valuable asset to any project. Matt was an Architectural Fellow for the National Trust for Historic Preservation, and has performed architectural consulting to the National Trust on a number of projects. Matt oversees and coordinates all historic preservation issues throughout the design and construction process.

Select Experience

Murphy Arts District; El Dorado, AR

Carolina Theatre; Charlotte, NC

Capitol Theatre; Flint, MI

State and Federal Rehabilitation Tax Credits

Lyric Theatre Rehabilitation; Birmingham, AL

The Mob Museum; Las Vegas, NV

Playhouse Square; Cleveland, OH

2012 Master Plan | Idea Center-Floor 2 North Test Fit
Hanna Building Historic Tax Credits

National Trust for Historic Preservation

Historic structure reports for house museums in various locations nationwide

GSA, Wayne Aspinall Federal Building and U.S. Courthouse; Grand Junction, CO

Education

Master of Science—Environmental Planning, Design Emphasis

Arizona State University

Bachelor of Architecture—Preservation

Iowa State University

Registration, Accreditations, Affiliations

Architect: AZ, DC

American Institute of Architects | Arizona Preservation Foundation | League of Historic American Theatres | National Trust for Historic Preservation

Mike Norris, PLA

Director of Land Planning and Recreation, McGill Associates | Landscape Architect



Mike Norris is an award-winning landscape architect with 29 years of experience. He has performed sustainable landscaping design, comprehensive park master planning and design, and signage and trail design. Mike offers expertise in all phases of landscape architecture and land planning, including master planning, due diligence evaluations, rezoning, ADA compliance, and public information sessions. Mike has experience garnering interactive public input, and he particularly enjoys involving the public in his projects through community meetings and charrettes. He has completed many successful projects that incorporate active and passive park planning, greenways, trails, and streetscapes, many of which incorporate environmentally respectful planning and low-impact design elements.

Select Experience

City of Lenoir; Lenoir, NC

Downtown Streetscape Improvements
Pedestrian Plan

Singer Site Restoration

Comprehensive Parks and Recreation Master Plan

Mulberry Park Improvements

Lenoir Greenway Phase 1 and Phase 2

Concord Union Street; Concord, NC

Haywood Street Improvements; Asheville, NC

Downtown Streetscape Improvements; Sanford, NC

Downtown Streetscape Improvements; Statesville, NC

Downtown Streetscape Master Plan Update;
Aberdeen, NC

Streetscape Improvements; Blowing Rock, NC

Streetscape Master Plan; Forest City, NC

Education

Bachelor of Landscape Architecture;

Bachelor of Environmental Design in Architecture

North Carolina State University

Registration, Accreditations, Affiliations

Prof. Landscape Architect: NC #1048; SC #1016

North Carolina Recreation and Park Association
(NCRPA)

Tennessee Recreation and Parks Association (TNRPA)

Matt Oetting, PE

Project Manager, McGill Associates | Civil Engineer



Matt Oetting has more than 21 years of experience providing civil engineering and design services. His experience includes roadway, pedestrian, and water and sewer utility infrastructure design, residential and commercial site design, stormwater drainage management, flood analysis, and environmental design. Matt's experience and expertise contribute to his ability to manage projects and solve complex problems. He understands the importance of effective communication and working closely with clients to produce successful projects. He specializes in urban development and civil engineering.

Select Experience

City of Lenoir; Lenoir, NC

Fire Station 3 Access Road

Harper and Fairview Redevelopment

Newton Streetscape Improvements; Newton, NC

Courthouse Park Improvements Phase 1;
Alexander County, NC

Nesbit Park Master Plan; Waxhaw, NC

Ocean Isle Beach Town Park; Ocean Isle Beach, NC

Union Streetscape Improvements; Concord, NC

4th Street Paving and Roadway Improvements;
Spencer, NC

Stinger Park; Bessemer City, NC

Government Complex Park - Phase 1;
Harnett County, NC

Old Hickory Mill Development; Hickory, NC

Ashe County Department of Social Services and
Health Department; Ashe County, NC

Valdese Public Safety Facility; Valdese, NC

City of Statesville; Statesville, NC

Statesville Fire Station #1

Statesville Municipal Services Center

Education

Bachelor of Science —Civil Engineering

Missouri University of Science and Technology

Registration, Accreditations, Affiliations

Prof. Engineer: NC #041598; MI #2002003263

APWA

NC – APWA

AMANDA GOLDEN

MANAGING PRINCIPAL

PROJECT ROLES: PLACEMAKING PLANNER/URBAN PLANNER

Amanda is the Managing Principal and Co-Founder of Designing Local. She is an urban planner, arts administrator, curator, creative placemaker, historic preservationist, and has worked in the public art and cultural planning field since 2014. Driven by the belief that public art should reflect the community it's placed in, Amanda's favorite projects are those that have many voices working together to define what both the public artwork, cultural assets, and the program look like. At Designing Local, Amanda oversees the creation of public art master plans for a variety of cities across the US, develops cultural and arts master plans, and works with private developers to integrate public art within their developments. She has worked on over 30 public art master plans in 15 different states, has managed complex public art commissions, and has worked on multiple NEA Our Town Grant projects.

RECENT RELATED PROJECTS

- Dr. Martin Luther King Jr. Public Monument | Fort Wayne, Indiana | Curator
- Sullivant Bright Public Art and Parklet Project | Columbus, Ohio | Project Manager
- Starling Garage Public Art Curation | Columbus, Ohio | Project Manager
- Clearwater Cultural Arts Strategic Plan | Clearwater, Florida | Project Manager
- Conway Public Art Master Plan | Conway, Arkansas | Project Manager
- Braselton Public Art Master Plan | Braselton, Georgia | Project Manager
- Anderson Public Art Master Plan | Anderson Township, Ohio | Project Manager
- Anaheim Public Art Master Plan | Anaheim, California | Project Manager
- Moline Public Art and Placemaking Plan | Moline, Illinois | Project Manager
- Frankfort Arts Master Plan | Frankfort, Kentucky | Project Manager
- Germantown Public Art Master Plan | Germantown, Tennessee | Project Manager
- Sandy Springs Public Art Strategic Plan | Sandy Springs, Georgia | Project Manager
- Akron Cultural Plan | Akron, Ohio | Project Manager
- Station 934 Art Curation | Columbus, Ohio | Curator
- Milo Grogan Gateway Curation | Columbus, Ohio | Curator
- Fort Wayne Public Art Master Plan | Fort Wayne, Indiana | Project Manager
- Merriam, Kansas Community Center Public Art Curation | Merriam, Kansas | Curator
- Chamblee Arts and Culture Master Plan | Chamblee, Georgia | Project Manager
- Upper Arlington Cultural Arts Plan | Upper Arlington, Ohio | Project Manager
- Sandusky Public Art and Placemaking Plan | Sandusky, Ohio | Project Manager
- Art on High Strategic Plan and Implementation | Columbus, Ohio | Project Manager
- Frisco Public Art Master Plan Update | Frisco, Texas | Project Manager
- Artsynergy Public Art Master Plan | Montpelier, Vermont | Project Manager



APPOINTMENTS

- Central Ohio APA, Immediate Past Chair
- State of Ohio APA, Former Board Member
- Development Commissioner, City of Columbus, Ohio

EDUCATION

- Master of City & Regional Planning, The Ohio State University
- Bachelor of Science in City & Regional Planning, The Ohio State University

DESIGNING LOCAL

JOSHUA LAPP, AICP

PRINCIPAL

PROJECT ROLES: PRESERVATION PLANNER/URBAN PLANNER

Josh is a Principal and Co-Founder of Designing Local. He has twelve years of professional experience in urban planning on a variety of project types. Driven by the desire to create actionable plans with easy wins for clients and the community, Josh's favorite projects are those that have a complex issue at the center. His broad knowledge of planning related issues have provided clients with well-rounded, highly researched recommendations to move cultural initiatives forward. At Designing Local, Josh oversees historic preservation tax credits, national register nominations, and historic preservation plans. He has worked on dozens of arts and culture planning initiatives across the country, developed broad public engagement opportunities for Public Art Master Plans and Cultural Plans, and has managed over 20 state and federal historic tax credits in Ohio amounting to over \$50 million in investment in historic buildings in Columbus alone.

RECENT RELATED PROJECTS

- Glenwood Springs Public Art Master Plan | Glenwood Springs, Colorado | Project Manager
- Mount Dora Public Art Master Plan | Mount Dora, Florida | Project Manager
- Port St. Lucie Public Art Master Plan | Port St. Lucie, Florida | Project Manager
- Henderson Arts and Culture Master Plan | Henderson, Nevada | Project Manager
- Peoria Arts and Culture Master Plan | Peoria, Arizona | Project Manager
- Douglasville Public Art Master Plan | Douglasville, Georgia | Project Manager
- Surprise, Arizona Public Art Master Plan | Surprise, Arizona | Project Manager
- University District Arts and Character Plan | Columbus, Ohio | Project Manager
- The Essence of Athens Plan | Athens, Ohio | Principal, Engagement Strategist
- The Merchant State historic Tax Credits | Columbus, Ohio
- The Hayden Building Federal and State Historic Tax Credits | Columbus, Ohio
- Columbus Welding Federal and State Historic Tax Credits | Columbus, Ohio
- Columbus Electrical Works Federal and State Historic Tax Credits | Columbus, Ohio
- Budd Dairy Food Hall State and Federal historic Tax Credits | Columbus, Ohio
- New Albany Design Guidelines Technical Training | New Albany, Ohio | Project Manager
- Worthington Masonic Lodge Federal and State Historic Tax Credits | Worthington, Ohio
- Downtown Mansfield National Register Nomination | Mansfield, Ohio | Project Manager
- Columbus Candy Company State and Federal Historic Tax Credits | Columbus, Ohio
- Pivot Center State and Federal Historic Tax Credits | Cleveland, Ohio
- Mansfield, Ohio Historic Preservation Plan | Engagement Lead
- Roscoe Village, Ohio Heritage Tourism Plan, Ohio Humanities Council Grant



ACCREDITATIONS

- Member, American Institute of Certified Planners

APPOINTMENTS

- Transit Columbus multi-modal advocacy group, Chair of Board
- Former Commissioner, Create Columbus Commission
- Former Commissioner, Italian Village Historic Review Commission

EDUCATION

- Bachelor of Science in City & Regional Planning, The Ohio State University

DESIGNING LOCAL

03

Experience





Project Goals and Relevance

One of the important goals of the Downtown Master Plan (the Plan) is to integrate various ongoing, planned, and future projects within the downtown area to prepare a comprehensive, action-oriented but realistic and implementable 10-year plan. The Plan needs to be based on input and feedback from a diverse cross-section of the City of Lenoir community, business leaders, elected officials, and staff members. The DLR Group team brings national and local expertise to this effort and looks forward to collaborating with you to facilitate, plan and reinvent the next chapter of the City of Lenoir's amazing story of innovation, industry, arts, and craftsmanship!

As listed in the RFP, the Lenoir community is surrounded by history and innovation. The downtown district has seen the rise of the creative class through the City's focus on historic preservation, economic development, and a wave of public and private investments. These include the City's focus on historic preservation, the ongoing renovations for the two Campus facilities (500-seat auditorium and the "flex-space" gymnasium, the

purchase of a new property for the outdoor pavilion), the new Lenoir Mills residential development, and the award-winning programs and initiatives related to Downtown Main Street (DLMSt), among others. The Plan provides an opportunity to build on the momentum created by these amazing efforts while reviewing the revitalization potential of key strategic areas and the Campus facilities within the downtown. The Plan will build on the potential to draw vibrancy, recreational tourism, arts, culture, and entertainment to bring new energy and opportunities to the Lenoir residents and the larger community. The Plan will determine how to repurpose the Campus assets and provide a guide for the City's investments in strategic infrastructure and public spaces. Recommendations will be guided by realizing community needs and benefits while addressing the economic feasibility of projects and public improvements needed to leverage investment and maximize the overall impact.

What Differentiates Us?

National Experience in Retrofitting Historic Buildings for Arts, Culture, and Entertainment

We specialize in projects that enrich communities and empower creative expression. The revitalization and rehabilitation focus of the RFP for the city-owned historic Lenoir High School is of deep interest to us. DLR Group's multi-disciplinary practice has in-house architects, engineers, technology designers—including experts in acoustics, audiovisual systems, theatrical systems, and lighting design—and business operations and funding specialists who focus on projects like these! We provide examples of our relevant projects for re-purposing historic buildings and cultural district revitalization efforts in the proposal.

Our experience includes working on numerous historic tax credit projects on Main Streets and downtowns. Our experience in revitalizing historic facilities for cultural and performing arts and revitalizing downtown districts is directly relevant to this effort.

Focus on Innovation and Trans-disciplinary Place-Based Outcomes

We strive to focus on trans-disciplinary outcomes that are innovative and result from our ability to understand and synthesize complex inter-connected contexts and site-specific issues. Our planning and design ideas/ solutions revolve around enhancing the existing character of the areas, urban design, placemaking, and infrastructure planning with an eye toward sustainability and vibrancy.

This way of thinking is particularly important to the City of Lenoir and its downtown, where the region is growing, the growth potential is immense, and the emphasis placed on historic preservation, culture, and identity will contribute to innovation and revitalization. The Downtown area is critical in ensuring that future generations of citizens continue to make Lenoir home, and businesses can continue to compete for talent and opportunity within the region.

Our 360-degree Approach to Community and Stakeholder Engagement

DLR Group is well known for its ability to integrate and synthesize holistic outcomes in its planning and design work on a comprehensive basis. The expertise comes from our ability to engage and listen to the city, stakeholders, and community concerns and issues and to translate those ideas into meaningful and visionary outcomes. This ability also originates from our expertise in engaging communities and stakeholders without preconceived ideas. Our strong community engagement process results in unique consensus-based solutions appropriate for their context. Through an in-depth understanding of the site and its environs and integrating the research and work that has already been completed, our team will be able to propose strategies grounded in reality and driven by input and sensitivity.



Strategic and Results-Oriented Master Planning and Urban Design

An effective master plan – be it for a campus, energy, facilities, an open space, or the urban core – delivers place-making, resilience, and ultimately, return on investment for communities, institutions, and owners.

DLR Group believes listening, 360-degrees of engagement, data-driven analysis, and integrated design ensure an implementable vision to optimize built and natural resources and focus on economic development and placemaking. Planners across our studios link the client mission with sustainable outcomes while maximizing opportunities for learning, living, playing, and protecting.

DLR Group's experience in master planning spans nearly four decades and makes up a considerable proportion of the firm's work in all markets. The firm has created 200+ master plans, feasibility studies, and facilities assessments communities, campuses, and cultural institutions across the country.

Success in planning arises from our approach, which is always strategic and results-oriented. We first understand our client's unique aspirations, desires, and mission. We recognize that consensus among

stakeholders is critical for action and development.

We start with a clear understanding of our client's needs and market. We base our planning on economic reality, assessing current and future market conditions and key financial factors up front that make the difference for viability and profitability. We integrate function, economics, environmental and social responsibility with aesthetics.

We are concerned with creating real physical and economic benefits for our clients - turning client visions into reality.

As well as developing master plans for sites and communities of all sorts, we enjoy a very successful track record of seeing our plans continue into successful implementation.

Relevant Planning Services



**Stakeholder & Community
360 Degree Engagement**



**Facility Master Plans
& Programming**



**Wayfinding & Experiential
Graphic Design**



**Comprehensive Downtown &
District Master Plans**



**Facility Condition
Inventory & Assessment**



**Open Space Planning,
Placemaking & Site Design**



**Framework Development
Plans**



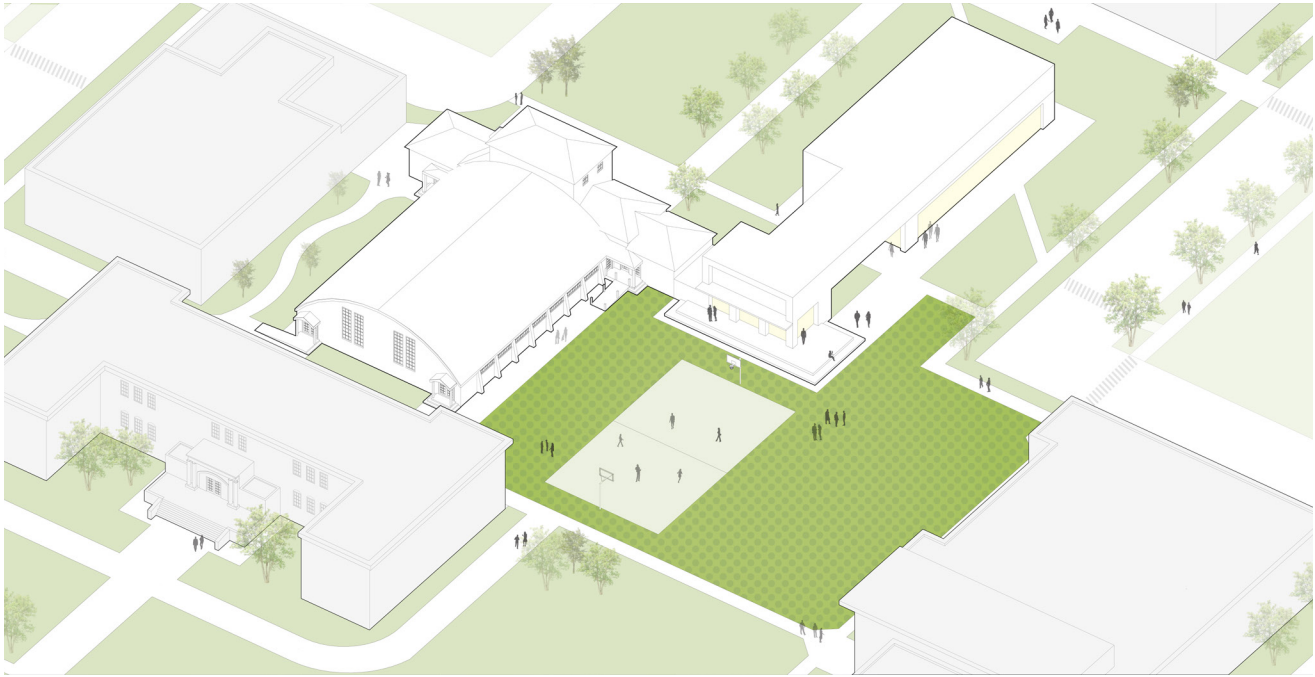
**Resiliency & Sustainability
Planning**



**Capital & Implementation
Planning**



**Multi-modal Circulation &
Infrastructure Planning**



Preserving the Culture & History of HBCUs

We celebrate the campus cultures of Historically Black Colleges and Universities (HBCUs) through the preservation and enhancement of their historic campuses, buildings, and landscapes. In 2021, its inaugural year, the HBCU Cultural Heritage Stewardship Initiative awarded over \$1 million to eight HBCUs to undertake preservation planning. DLR Group worked with Lane College, Philander Smith College, and Voorhees College to pursue funds. Ultimately, all three of these partner institutions were among eight selected nationally to receive building preservation study grants.

DLR Group is currently working with those institutions on preservation projects. Additionally, We recently completed a master plan for Morris College in Sumter, SC.

Originally established in 1882 on four acres of land and comprised of a single, two-story building, Lane College's campus today covers 55 acres in the heart of Jackson, Tennessee. DLR Group is assisting the College to update its Campus Master Plan with a focus on reinvigorating the College's legacy, including evaluating the inventory of historic assets. Together with the College, we are creating a framework to address its existing facilities, landscape, and properties resulting in a renewed sense of place and campus.





DLR Group has worked with Playhouse Square for more than four decades to revitalize this 60-acre historic theater district into a major visitor attraction and economic development catalyst for downtown Cleveland.

We Are Passionate About Design for the Cultural + Performing Arts

From performing arts centers serving the orchestras, dance, and opera companies of America's major cities, to multi-use venues nurturing the diversity of local arts groups, arts facilities set the stage for the cultural, intellectual, and economic vitality essential to the quality of our lives.

Behind each performance or event is the interwoven backdrop of complex issues and an arduous process — a process involving collaboration, investment, and creativity. As a firm, we are committed to projects in the public interest. The vast majority of our clients are not-for-profit or governmental institutions. We pride ourselves on our ability to create innovative designs that exceed our clients' aesthetic, cultural, functional, and economic needs.

Our experience in design for the performing arts spans nearly five decades and encompasses work on more than 300 cultural + performing arts venues around the country and internationally.

Our award-winning portfolio includes projects in new construction and renovation as well as master planning for the arts. We have worked on four of the six largest performing arts centers in the U.S as well as facilities serving college campuses and smaller communities.

Master Planning for the Arts

A large portion of our cultural work begins with a master plan and/or feasibility study. We have extensive experience with multi-faceted projects that encompass not only physical facilities but also a range of operational, institutional, and community objectives. This includes aligning with existing strategic plans and prioritizing recommendations based on budget and institutional priorities.

We have developed 100+ district master plans, feasibility studies, and facilities assessments for arts and cultural projects across the country.

Select Cultural + Performing Arts Clients and Projects

Professional + Community Performing Arts Centers

Appell Center for the Performing Arts;
York, PA

ArtsBlock; Wausau, WI

Avalon Theatre; Grand Junction, CO

Balboa Theatre; San Diego, CA

Carolina Theatre; Charlotte, NC

Chesterfield Center for the Arts; VA

Clemens Center; Elmira, NY

Coronado Theatre; Rockford, IL

John F. Kennedy Center for the Performing
Arts; Washington DC

Lone Tree Arts Center; CO

Lyric Theatre; Birmingham, AL

Jeanne B. McCoy Community Center for the
Arts; OH

Murphy Arts District; El Dorado, AR

Orpheum Theatre; Phoenix, AZ

Peoria Center for the Performing Arts; AZ

Phoenix Symphony Hall; Phoenix, AZ

Playhouse Square Master Plan and
Implementation; Cleveland, OH

SAFE Credit Union Performing Arts Center;
Sacramento, CA

David A. Straz Jr. Center for the Performing
Arts Master Plan; Tampa, FL

Temple Hoyne Buell Theatre, Denver
Performing Arts Center; CO

Tennessee Theatre; Knoxville, TN

Ulster Performing Arts Center (UPAC)
Broadway Theatre; Poughkeepsie, NY

Yuma Art Center; AZ

Academic Arts Facilities

Allan Hancock College Fine Arts Building;
Santa Maria, CA

Cleveland Institute of Music; OH

Crafton Hills College Performing Arts
Center; Yucaipa, CA

Cuyahoga Community College, Tommy
LiPuma Center for the Creative Arts; OH

Denison University Eisner Performing Arts
Center; Granville, OH

Cypress College Fines Arts Building

Renovation; Cypress, CA

El Camino College, Music + Theatre
Building; Torrance, CA

Fashion Institute of Technology, Multiple
Projects; New York, NY

George Mason University, College of Visual
& Performing Arts Master Plan; Fairfax, VA

Long Beach City College Music + Theater
Complex; Long Beach, CA

Oberlin College & Conservatory, Multiple
Projects; Oberlin, OH

Ohio State University, Arts District Master
Plan / Music and Theatre Buildings;
Columbus, OH

Pennsylvania Academy of the Fine
Arts Master Plan and Implementation;
Philadelphia, PA

Pennsylvania State University, College of
Arts and Architecture Master Plan and other
studies, University Park, PA

Point Park University Pittsburgh Playhouse
and Academic Center; Pittsburgh, PA

Slippery Rock University, Performing Arts
Center; PA

Texas Tech University School of Music;
Lubbock TX

University of Arizona Arts District Master
Plan; Tucson, AZ

University of California - Berkeley, Theater
Dance and Performance Studies Master
Plan; CA

University of Mary Hardin-Baylor, Performing
Arts Center; Belton, TX

University of Mount Union, Giese Center for
the Performing Arts; Alliance, OH

University of Nevada - Reno, University Arts
Building; Reno, NV

Washburn University, Recital Hall and Art
Gallery; Topeka, KS

West Valley College Music Building;
Saratoga, CA

Amphitheaters

Barbara Antonsen Memorial Park
Amphitheater; Sedona, AZ

Bethel Woods Center for the Arts (1969
Woodstock festival site); Bethel, NY

Blossom Music Center; Cuyahoga Falls, OH

China Tanglewood; Beijing, China

Custer - Nugent Amphitheater; IN

Governors Island Amphitheater, Master
Planning; NY

Miller Outdoor Theater; Houston, TX

Minhang Culture Park Amphitheater;
Shanghai, China

Onondaga Lakeview Amphitheater;
Geddes, NY

Starlight Bowl Renovations; Burbank, CA

Vineyards at Marsh Creek Amphitheater;
Brentwood, CA

Wolf Trap Center for the Performing Arts);
Vienna, VA

Museums & Visual Arts

Akron Art Museum; OH

Albany Museum of Art; GA

American Revolution Museum at Yorktown;
VA

Arizona Science Center; AZ

Buffalo Bill Center of the West; WY

Cleveland Museum of Art; Cleveland, OH

Cleveland Museum of Natural History; OH

Ford Nature Center at Mill Creek MetroPark;
OH

Frontier Culture Museum of Virginia; VA

Heard Museum; AZ

Jamestown Settlement Gallery Refresh; VA

La Sierra University Museum; CA

Library of Congress; D.C.

Longview Museum of Fine Arts; TX

Maltz Museum of Jewish Heritage; OH

Massillon Museum; OH

The Mob Museum; NV

Mount Vernon Estate & Gardens; VA

Museum at Bethel Woods (Woodstock); NY

Museum of Contemporary Art; OH

Museum of Science & History; FL

National Park Service; Various Locations

Patuxent River Naval Air Museum; MD

Pro Football Hall of Fame; OH

Rock & Roll Hall of Fame; OH

Smithsonian Institution; Washington, DC



ArtsBlock in Wausau, Wisconsin links three historic structures on a downtown block with infill construction to create flexible new facilities for the visual and performing arts as well as community events, and conferences.

Historic Preservation and Adaptive Re-Use

DLR Group has provided design services for more than 200 properties that are either National Historic Landmarks, listed on the National Register of Historic Places, or listed as landmarks or World Heritage sites. Our clients include: the U.S. General Services Administration, the Federal Reserve Bank, the National Trust for Historic Preservation, the National Park Service, and the Architect of the Capitol. Colleges and universities, non-profit organizations, and premier cultural institutions also number among our preservation clients.

Our firm has received nearly 200 awards for Preservation and Adaptive Re-use projects.

Our historic preservation experience includes forensic assessment, programming, planning, accurate restoration, adaptive re-use, interpretation and updating of infrastructure in a manner that maintains the integrity of landmark buildings and their sites.

Our projects range from feasibility studies and historic structures reports to large-scale restorations and renovations of courthouses and federal buildings. We have successfully integrated new work with existing historic structures for a wide variety of building types, including museums, libraries, theaters, educational facilities, federal office buildings, post offices, courthouses, and religious structures. We are extremely sensitive to the harmonious blending of new construction and historic context.

Our firm's overarching philosophy regarding work on landmark buildings balances respect for the original design intent and minimal intervention with the expectations of contemporary users.

For projects involving properties that are listed (or eligible to be listed) on the National Register of Historic Places, DLR Group can facilitate the Historic Preservation Certification Application process required to utilize Federal Rehabilitation Tax Credits. More than 30 of our projects have utilized federal and state tax credits as part of the financing plan.

Select Preservation Projects and Clients

925 Euclid Avenue;
Cleveland, OH

Akron Art Museum; Akron, OH

Akron Symphony; Akron, OH

Albany Museum of Art;
Albany, GA

Anacostia High School; Washington,
D.C.

Architect of the Capitol; Washington,
D.C.

Arizona State University Old Main;
Tempe, AZ.

ArtsBlock; Wausau, WI

Bob Hope Patriotic Hall;
Los Angeles, CA

Cleveland Whiskey; Cleveland, OH

The Fairmount Hotel;
Seattle, WA

Federal Reserve Bank of Cleveland;
Cleveland, OH

Garfield Monument Restoration;
Cleveland, OH

Howard M. Metzenbaum U.S.
Courthouse; Cleveland, OH

Hoyt Block / Warehouse District;
Cleveland, OH

Idea Center at Playhouse Square;
Cleveland, OH

James A. Garfield Historic Site-
Lawnfield; Mentor, OH

James A. Walsh U.S. Courthouse;
Tucson, AZ.

Longview Museum of Fine Arts;
Longview, TX

Massillon Museum; Massillon, OH

The Mob Museum;
Las Vegas, NV.

M.K. Ferguson Plaza
Former Main U.S. Post Office;
Cleveland, OH

Murphy Arts District;
El Dorado, AR

National Park Service;
Various regions of the U.S.

National Trust for Historic Preservation
On-Call Services

New Granada Theatre and Office
Building; Pittsburgh, PA

Pennsylvania Academy of the Fine
Arts; Philadelphia, PA

Playhouse Square; Cleveland, OH

The Portland Building;
Seattle, WA

Saint Luke's Hospital Adaptive Reuse,
Cleveland, OH

Smithsonian American Art Museum's
Renwick Gallery; Washington, D.C.

Society for Savings Bank; Cleveland,
OH

Soldiers' and Sailors'
Monument; Cleveland, OH

Tovrea Castle at Carraro Heights;
Phoenix, AZ

Trumbull County Courthouse; Warren,
OH

Union Club of Cleveland; Cleveland, OH

University of Southern California,
Heritage Hall, Los Angeles, CA

U.S. Embassy; Paris, France

Wayne Aspinall Federal Building; Grand
Junction, CO

Wrigley Mansion; Pasadena, CA

Yuma Art Center; Yuma, AZ

*Plus approximately 100 historic
theaters across the United States*

*Images from Top:
Pennsylvania Academy of the Fine
Arts; Massillon Museum; Mob
Museum; Griffin Restaurant /Music
Venue at Murphy Arts District*



Re-purposing Existing Community Assets

Converting Turn-of-the Century Warehouse Into Distillery, Tasting Room, and Visitor Center

Cleveland Whiskey Distillery
Cleveland, OH



Renovated Theater, New Office Building Support Hill District Revitalization

New Granada Theatre / Office Building
Pittsburgh, PA



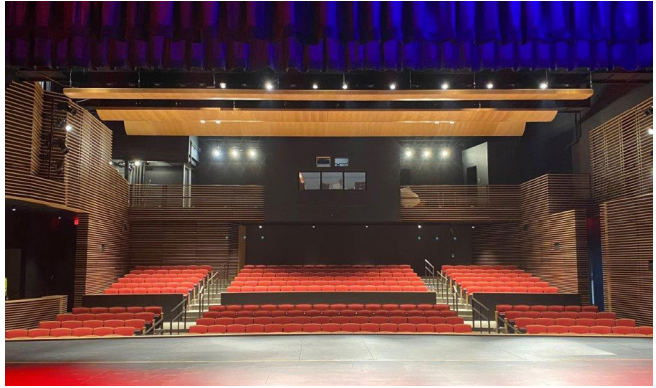
Re-purposing Historic High School Auditorium into Orchestra Rehearsal Space

Akron Symphony Orchestra
Akron, OH



Adapting and Expanding Existing Gymnasium to Create Flexible Performance and Event Venue

The Performing Arts Center at Garrett College
McHenry, MD



Adaptive Reuse of 1960s Department Store Building Creates New Hub for Local Art

Albany Museum of Art
Albany, GA



Transforming Historic Filling Station Into Restaurant and Music Venue

Griffin Restaurant and Music Building
El Dorado, AR



Streetscape Improvements

McGill brings considerable experience working with North Carolina cities, including Lenoir, on streetscape improvements.



Haywood Streetscape, Asheville, NC

McGill assisted the City of Asheville with streetscape improvements for the downtown segment of Haywood Street, a significant gateway to downtown and one of the City's major pedestrian corridors. A majority of improvements consisted of renovating existing sidewalks to address accessibility and maintenance as well as enhancements to complement the unique character of Downtown Asheville. Within the corridor, McGill provided complete site mapping of approximately 1,600 LF along Haywood Street.

Project Highlights

- Complete street concept
- Removal of on-street parking for wider sidewalks
- Public art
- Bicycle pedestrian mobility
- Decorative paving
- Underground utilities
- Silva cell technology
- Public engagement
- Public input
- Corridor master plan
- Sidewalk renovation
- Decorative paving patterns
- Street lighting
- Landscaping
- Multi-use paths
- Bicycle sharrows

Union Street Streetscape, Concord, NC

McGill is assisting the City of Concord with new streetscape improvements to Union Street. This project was identified as a catalytic project in the City's downtown master plan. The project will significantly transform the corridor by creating multiple, new opportunities for the extension of public space. The City of Concord is looking to remove the majority of on-street parking to maximize sidewalk widths. This project includes a full streetscape redesign, including new sidewalks, tree planters, street lights, site furnishings, public art, curb line modifications, and Americans With Disabilities Act (ADA) compliant crosswalks. The work will also include a complete engineering design for the road, water main replacement, stormwater system, and electric system along Union Street from Killarney Avenue to just south of Corban Avenue.

Project Highlights

- Tree planters
- Drop-off zones
- ADA compliance
- Smart light poles
- LCD screen banners
- Bumpouts

Downtown Streetscape Improvements Phase 1, Newton, NC

McGill is currently implementing a downtown streetscape master plan along two square blocks of the downtown area with Phase 1 under construction. Enhanced pedestrian spaces were realized by narrowing existing travel lanes, converting all existing parking to parallel parking spaces, and adding curb extensions. An outdoor stage area was created along Main Street and Yount Park will be redeveloped with a plaza for special events, outdoor dining, seat walls, and landscape areas. Decorative pavers, light poles, street furniture, recycling and trash receptacles, and street trees will create a sense of place for the downtown and a pedestrian-friendly environment. Utility improvements included replacing existing domestic water, sanitary sewer, and storm water infrastructure and relocating existing above ground utilities underground.

Project Highlights

- Complete street concept
- Removal of on-street parking for wider sidewalks
- Performance stage
- Bicycle pedestrian mobility
- Decorative paving and landscaping
- Underground utilities
- Water line replacement
- Sewer line replacement



MAIN STREET & COMMUNITY REVITALIZATION EXPERIENCE

Designing Local assists communities throughout the country with Main Street, downtown, and community revitalization using a variety of tools to help cities accomplish their goals.

Our team looks at downtown revitalization comprehensively through a lens of arts, culture, preservation, and urban design to understand what projects will best enhance the community. Feasibility and funding are among the most important components of our processes because our team wants to ensure that any proposed project can transition from idea to implementation.

RELEVANT SERVICES

- Design Guidelines
- Historic Preservation Planning
- Historic Tax Credit Facilitation
- National Register Nominations
- Landscape Architecture & Urban Design
- Public Art Planning
- Public Art Curation & Facilitation
- Placemaking Planning
- Tactical Urbanism Planning & Implementation
- Workshops & Facilitation
- Heritage & Tourism Planning

RELEVANT PROJECTS

- Downtown Caldwell Revitalization Plan
- Buckeye Hills Regional Council Downtown Revitalization Workshops
- Mansfield Historic Preservation Plan
- Sandusky Placemaking and Public Art Plan
- Moline Placemaking and Public Art Plan
- University District Arts and Character Plan
- Ohio & Erie Canal Southern Descent Heritage Trail
- 25+ State & Federal Historic Tax Credits
- 5+ National Register Nominations



DESIGNING LOCAL



04

Community Engagement Approach and Planning Process





Community Engagement Approach and Planning Process

We believe in meaningful community engagement and shape plans based on community and stakeholder input throughout the planning process. Our planning approach weaves in community outreach and engagement at each phase of the City of Lenoir Downtown Master Plan. This approach helps build consensus towards implementation.

The approach is also guided by evaluating the potential of various revitalization strategies and highest and best use scenarios, their impacts on the city and the community, their benefits, and their economic feasibility to get implemented. This interactive, analytical, consensus-based approach is geared toward addressing community needs and aspirations and enhancing the economic, social, and environmental impacts on the City. This approach is rooted in our understanding of the inter-relationships between various planning and design components, economic development impacts, historic preservation challenges, and our experience working with public, private, and non-profit sectors.

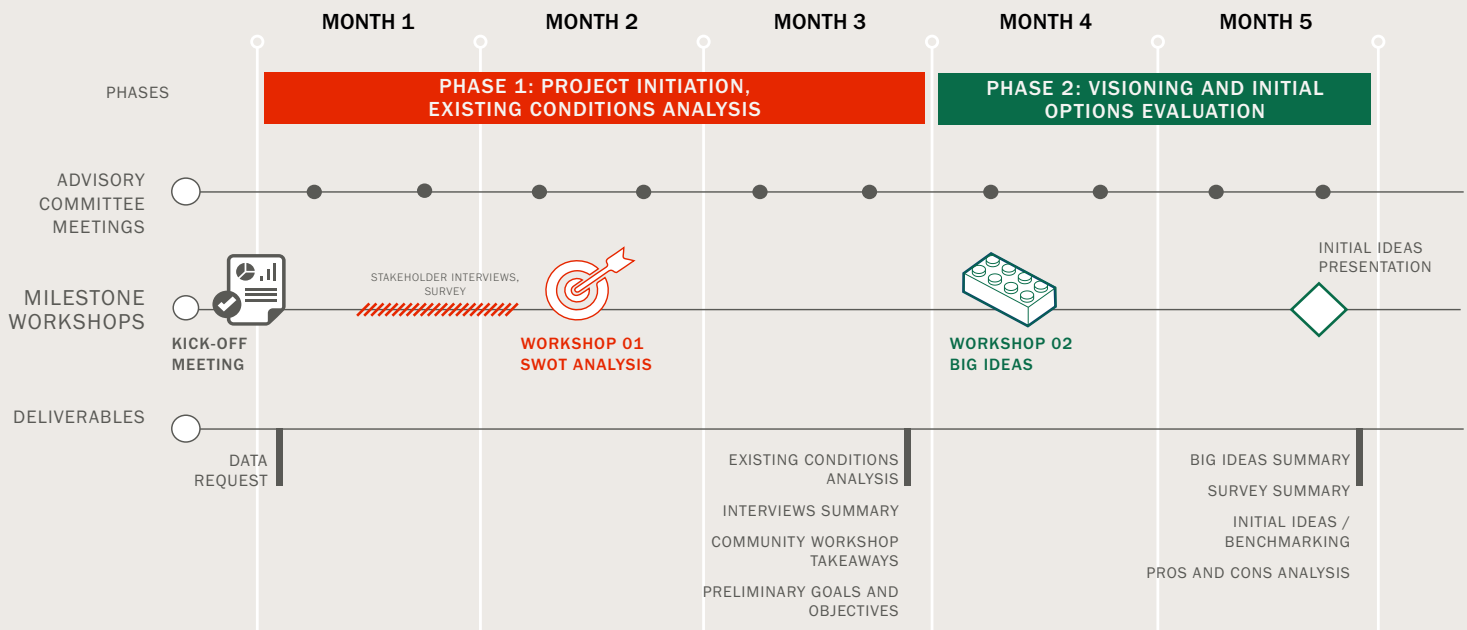
The DLR Group team suggests four major phases of the planning process, as highlighted below.

- Phase 1: Project Initiation, Existing Conditions Analysis
- Phase 2: Visioning and Initial Options Evaluation
- Phase 3: Plan Development
- Phase 4: Draft & Final Master Plan with Recommendations

Community and stakeholder engagement is included as part of each planning phase. The team will work with the Advisory Committee throughout the project.

The following pages further describe our proposed planning process, timelines, and tasks.

Timeline and Task List



Phase 1: Project Initiation, Existing Conditions Analysis

Initial meeting with the Client group to finalize scope, schedule, and community outreach and engagement plan. Tour of the Downtown and the Campus facilities.

Review all relevant plans, ongoing efforts, and initiatives. Review of existing market analysis prepared by NC Main Street for the City.

Existing conditions analysis including mapping. This includes demographic analysis, social, economic, and environmental conditions, multi-modal circulation (vehicular, bike and ped, trails, transit connections), parking, existing land use and zoning, regulatory policies, vacant properties, public open space, public realm, outdoor recreational fields, and other elements.

Review existing downtown amenities and programs. Analysis of development trends within the city and the larger region.

Existing documentation of The Campus facilities (Harper Band Building and Masonry Building). Review available architectural drawings. The DLR Group team can also include laser scan (reality capture) services to document these facilities if the existing drawings are not available digitally.

Market and Program Review and Analysis for The Campus Facilities.

Community Engagement

- Advisory Committee Meetings
- Stakeholder interviews (up to 10, including focus groups)
- Goals and Objectives Survey
- Develop a micro-site for the project
- Community Meeting / Workshop#1 to present existing conditions and determine initial goals and aspirations (SWOT Analysis)

Deliverables

- Existing Conditions Analysis
- Summary Stakeholder Interviews
- Community Meeting Session Takeaways
- Preliminary Goals and Objectives

Phase 2: Visioning and Initial Options

Benchmarking and trends analysis. Highlighting international, national, regional, and local case studies and best practices for reuse, revitalization, funding, and implementation strategies

Develop initial ideas and recommendations for the downtown area based on the existing conditions analysis completed in Phase I. These ideas could include options for multi-modal circulation, public open space, and other redevelopment actions or strategies.

Develop two program and concept options for the Campus facilities

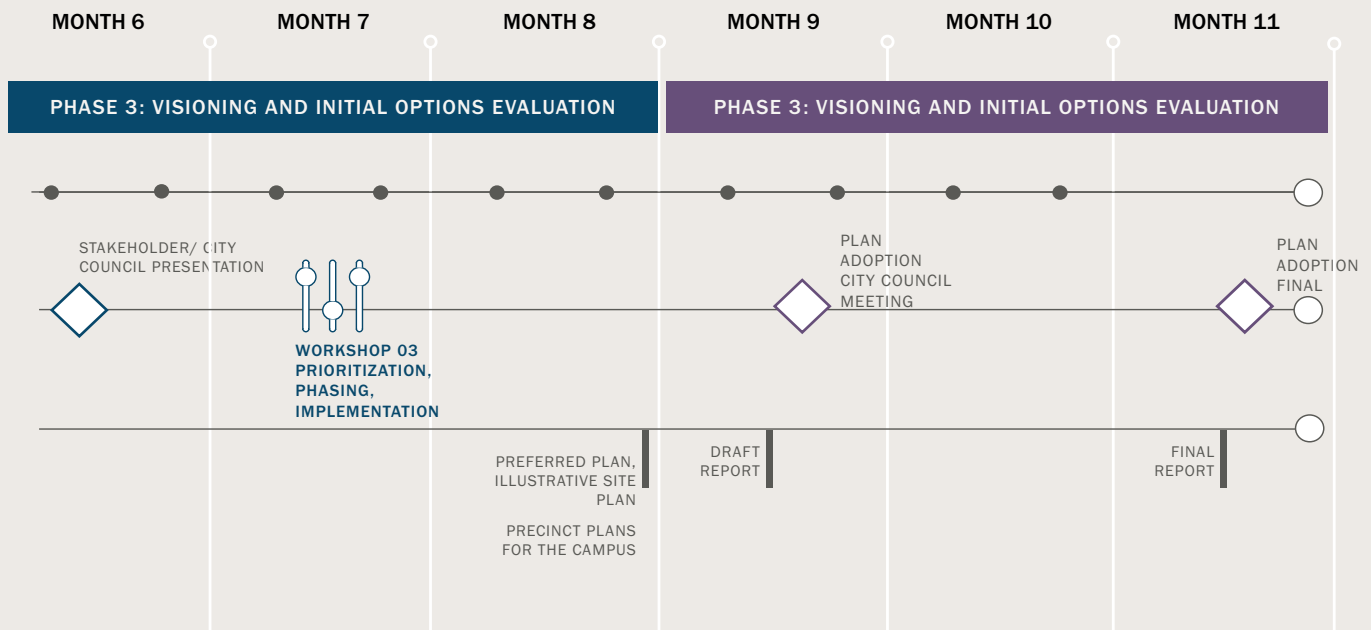
Develop pros and cons analysis

Community Engagement

- Advisory Committee Meetings
- Second community meeting / Workshop#2 (Big Ideas) to discuss preliminary ideas

Deliverables

- Summary of the Big Ideas Workshop#2
- Summary of the Goals and Objectives Survey
- Initial Ideas presentation and benchmarking case studies
- Pros and cons analysis of the initial ideas



Phase 3: Plan Development

Select the best idea or a preferred option for the Downtown and develop these ideas for each plan element (program, historic preservation strategies, design, multi-modal circulation, infrastructure, etc.).

Develop concept plans for up to three downtown areas / precincts highlighting plan improvements and recommendations

Select a preferred option for the highest and best use recommendations for the Campus facilities and the Mack Cook Stadium

Community Engagement

- Advisory Committee Meetings
- Preferred Plan Presentation to Stakeholders and/or City Council
- Third community meeting / Workshop#3 (prioritization, phasing, implementation workshop) to discuss preferred plan options and recommendations

Deliverables

- Detailed preferred plan recommendations, including phasing of public improvements and the Campus, Illustrative site plan.
- Precinct plans for The Campus, public Concept preferred highest and best use plan for the campus.

Phase 4: Draft and Final Master Plan with Recommendations

Develop funding strategies

Develop draft recommendations and report

Finalize graphics and renderings

Develop Final report

Community Engagement

- Advisory Committee Meetings
- Plan Adoption City Council Meetings (Two)

Deliverables

- Draft Report
- Final Report

Community Engagements Tools

We work with various interactive, innovative engagement tools to involve a maximum number of communities and stakeholders in the planning process.

- Developing a micro-site for the project
- Qualtrics-based surveys
- Online engagement with map-based surveys at key stages of the planning process
- Traditional design charrettes or workshops, open houses, interviews, and interactive meetings

In addition to these effective tools, DLR Group will deliver a plan that is visually compelling, and able to capture the innovative spirit and potential Downtown and the Campus facilities.

Engagement Tools

Supporting an equitable and participatory process—in person and online

Microsites

Microsites serve as an accessible, online living document that tracks the project process and decision-making and provides a single location for project communication. It is a tool for digital engagement to reach any number of stakeholders, including alumni, community members, and students, faculty, and staff who are unable to attend in-person or virtual events. Once the planning process is completed, the site provides a singular home for planning documents and progress updates.

Our microsites are created custom for your project, integrating your branding, your web-style, and your planning process into a digital home base.

Communication is two-fold, with public pages containing project updates, videos, links meant for public consumption and review, as well as password protected pages for project working and leadership committees that hold items for internal review, meeting recordings, and working documents.

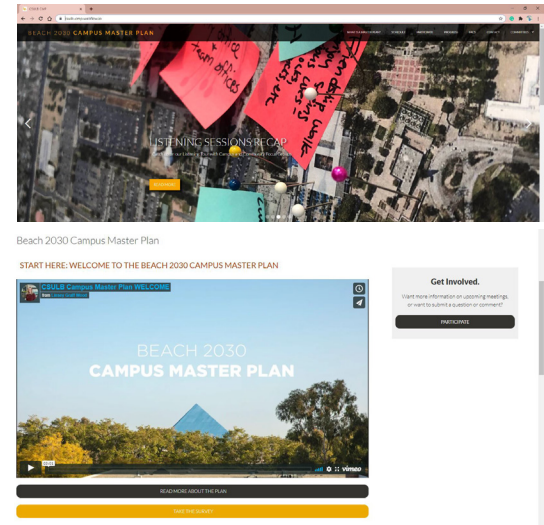
MURAL: Digital Whiteboard

MURAL is an online visual collaboration space that we pair with Zoom to help us engage with stakeholders and collaborate regardless of location. The tool is easy to use and can be utilized with no account. Users simply click a link and they can access the interactive whitespace. We create custom tutorial videos for participants to access prior to workshops so stakeholders come to workshops confident and ready to engage.

We utilize interactive digital tools to visually document discussions and make them available to all team members whether meeting virtually or in person. This not only provides the team with a history of information and insights, but creates a visual reminder of the most important goals of the project.

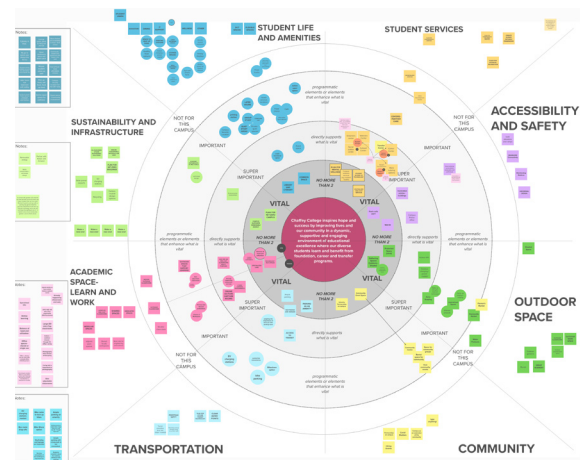
Surveys

Surveys are a critical method to engaging the campus and community because they allow us to collect valuable information about stakeholder experiences and perceptions of the campus if we are unable to conduct in-person workshops. We use Qualtrics-based and GIS-based surveys to understand how and where students, faculty, staff, and community members are using the campus and surrounding amenities.



For California State University, Long Beach, a microsite included public-facing pages that helped drive engagement. A campus- and community-wide survey was hosted here for easy access, ultimately bringing over 6,000 page views throughout the course of the master plan.

visit the CSULB microsite here:
<http://csulb-cmp.webflow.io/>



05

Projects and References





Master Plan and Implementation of a Multi-venue Cultural Destination

Murphy Arts District
El Dorado, AR
El Dorado Festivals and Events, Inc.

A former oil boomtown, El Dorado has a rich history, unique historic architecture, and a well-established arts and entertainment community, which includes the South Arkansas Symphony Orchestra, the South Arkansas Arts Center, and numerous successful music festivals. Community leaders sought to develop community assets into a regional draw and community anchor. The Murphy Arts District - master planned and designed by DLR Group - transformed what was a sleepy, main street setting into an arts and entertainment destination with a 7,000-patron festival venue, a 2,000-seat indoor music venue, a restaurant/club with stage, a farmers' market, and park and site improvements as well as other components including a visual arts center and a renovated Rialto Theatre planned for Phase 2.

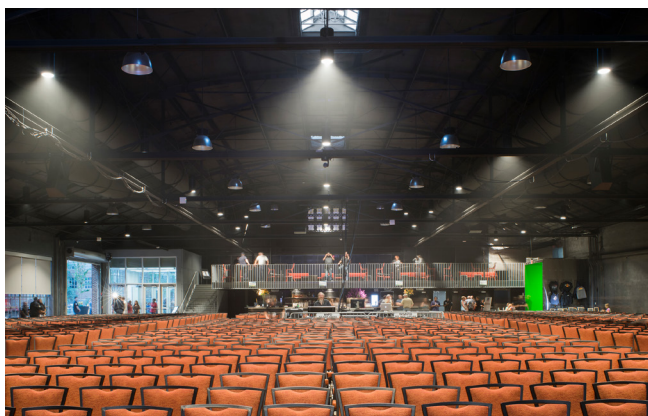
The plan re-imagines three abandoned, historic, 1920s structures – all connected at ground level by new construction. Phase 1 constructed the amphitheater and support facilities and transformed the historic Griffin Auto Building into a restaurant and flat-floor, indoor music venue. Future phases will renovate the Rialto Theatre with an expanded stagehouse, adapt the McWilliams Building as a center for visual arts, and convert the Trinca Building to a reception space. The project utilized state and federal historic tax credits for project equity. We are currently working with the client on initial renovations in the Rialto Theatre.

The project has won AIA Awards and has been featured in [Rolling Stone](#) Magazine. Following its opening in Fall 2018, local hotel tax revenues were up 15+% and investment in downtown El Dorado increased dramatically until there were no vacant properties, commercial or residential. The Murphy Arts District has revitalized downtown El Dorado, proving that investment in the arts provides remarkable return, benefiting the entire community.

Project Relevance

- Downtown planning / data collection
- Visual analysis
- Planning regulations
- Historic preservation / adaptive reuse
- Main Street approach
- Urban planning
- Neighborhood revitalization
- Commercial development

Completed: 09.2017 (Ph 1)
Size: 138,852 SF (Ph 1 buildings); 125,868 SF (Ph 1 site); 55,000 SF (Ph 2)
Construction Cost: \$35m (implemented); \$60m est. for both phases
Services: Architecture, Engineering, Master Planning, Interiors, Acoustics, Audiovisual, IT/Security, and Theater Design





60-acre Revitalized Theater District Anchors Downtown Development

Playhouse Square Master Plan +
Implementation
Cleveland, OH

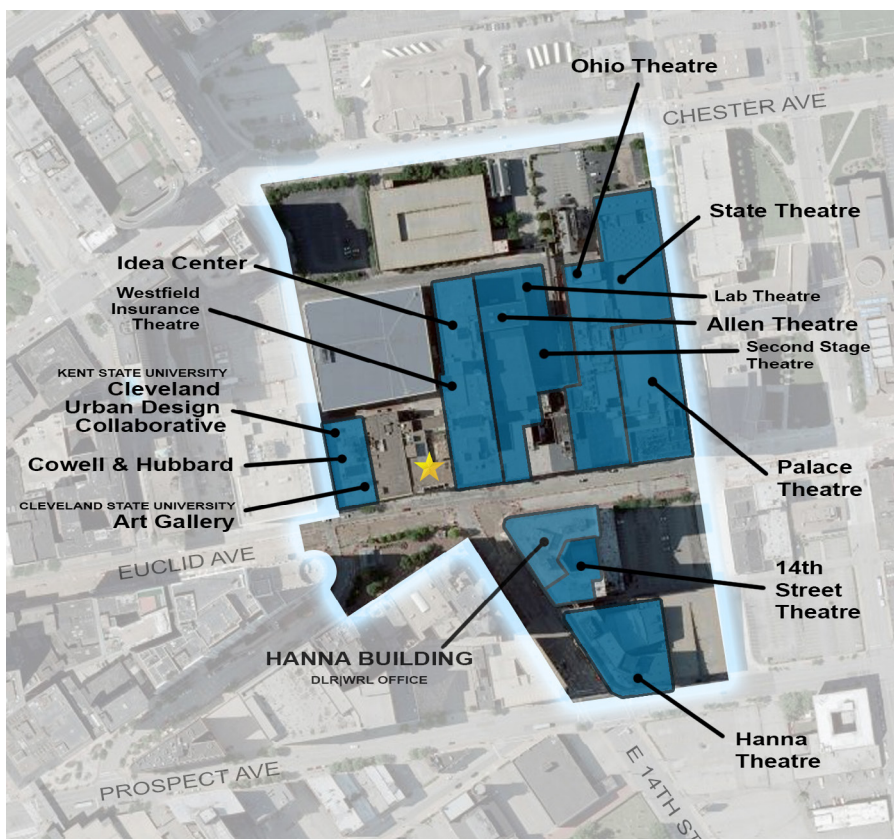
In downtown Cleveland at Playhouse Square lies a remarkable group of theaters constructed in the 1920s as vaudeville and motion picture houses. The theaters reached their peak from the 1930s through the 1950s, but all four theaters were dark by 1969 and were threatened with demolition. In the 1970's, DLR Group, along with passionate civic advocates, orchestrated a master plan for a 60-acre revitalized theater district that would encompass the theaters and new commercial properties in adjacent buildings. Today much of the original vision has been fully executed and Playhouse Square is a major visitor attraction and economic development catalyst for the city. The first and largest renovated theater district in the United States and the nation's 2nd largest performing arts center, Playhouse Square attracts over 2,000,000 patrons annually to a wide variety of arts and entertainment events.

Our firm has been continuously involved in the development of Playhouse Square for the past 40 years. In addition to the initial restoration, renovation and reopening of Playhouse Square's magnificent 1920s theaters: the Palace, State, and Ohio, our firm designed restaurant and banquet facilities, a parking structure, a central box office and—most recently—Idea Center, the renovation of the Hanna Theatre, and the re-configuration of the Allen Theatre for use by the Cleveland Play House and Cleveland State University. Additional projects in the Playhouse Square District include an Art Gallery for Cleveland State University and the fit out of the Kent State University Cleveland Urban Design Collaborative. Most recently, DLR Group completed a new 30-year master plan, the re-creation of the Ohio Theatre's historic lobby, and renovations to the seating, box office, and back of house areas in the KeyBank State Theatre.

Project Relevance

- Downtown planning / data collection
- Visual analysis
- Planning regulations
- Historic preservation / adaptive reuse
- Main Street approach
- Urban planning
- Neighborhood revitalization
- Commercial development

Completed: 1980s - ongoing;
Size: 375,000 SF in aggregate;
81,500 SF renovation; 44,000 SF
addition (Allen Theatre)
Construction Cost: \$151m in
aggregate; \$26.4m (Allen Theatre)
Services: Architecture,
Engineering, Interiors, Planning,
Acoustical Design, Audiovisual
Design, Experiential Graphic
Design, Lighting Design,
Preservation, Sustainability,
Theater Design.



Design Recognition

- Cleveland Restoration Society / AIA Cleveland, Award of Excellence in Restoration, 2017 (Ohio Theatre Lobby)
- AIA Ohio 25 Year Award 2010
- Cleveland Restoration Society / AIA Cleveland, Excellence in Preservation, 2009 (Hanna Theatre)
- AIA Cleveland Merit Award for Renovation (Idea Center)



Returning Historic Theater to Use to Further Main Street Revival

Columbia Theatre Feasibility Study
Paducah, KY
Paducah Art House Alliance

The City of Paducah first retained DLR Group in 2013 to study the feasibility of returning the 1926 Adamesque and Skouras-style Columbia Theatre to operation after being shuttered since 1987. The adaptive reuse concept was driven by the programmatic decision to focus on film rather than live theater as the primary use for the Columbia Theatre. We examined the existing conditions of the theater, interviewed stakeholders and end users, and provided concepts for the renovation of the building. Our programmatic approach at the time reflected the mechanical, electrical, structural, and theatrical responses to those programmatic needs. The major proposed intervention was a conversion from a two-screen to a three-screen venue with a “twinned” balcony, which would provide the flexibility needed to compete in the movie marketplace. The project planned to utilize federal and state Historic Rehabilitation Tax Credits as well as New Market Tax Credits and a variety of state and federal grants. The original vision for the theater was designed by our firm (through design development) in 2017 but was not realized due to a variety of issues and changing leadership of the theater’s future primary tenant, Maiden Alley Cinema.

In the intervening years and with the interruption of COVID-19, there has been significant disruption to the market for in person cinema. In 2022, the non-profit Columbia Art House retained DLR Group to reconsider the feasibility of reopening the Columbia into a versatile place of social engagement, entertainment, and community use. The Columbia is located on a prominent location on Main Street in downtown Paducah. The continued revival of Main Street rests largely on the Columbia being brought back online. Post COVID, a new approach has been adopted for the Columbia. Rather than renovation, the goal is to focus the financial resources on making the street level open, available and accessible for a whole range of activities including music, street festival, education, after school programs, drama, comedy, business needs, film, recordings, banquets and wedding. The existing “patina” of the weathered historic finishes will be maintained. Fixed seating will give way to a largely open floor. The fixed stage will be converted to a more flexible open platform. Patron amenities such as a center bar and lounge will open to both the entry lobby and the auditorium.

Services also include a market study to confirm uses as well as a business plan to project revenues and expenses.

Project Relevance

- Feasibility Study and conceptual design for alterations to existing theater
- Market study & business plan
- Visual analysis
- Public facilitation / mediation
- Planning regulations
- Historic Preservation
- Part of Main Street program
- Neighborhood revitalization
- Commercial developments

Completed: 12.2013 (initial study);
07.2017 (Design Development);
2022 - Ongoing (Feasibility Study)
Size: 17,300 SF
Construction Cost: \$7.4m est. (initial scheme)

Services: Architecture, Engineering,
Audiovisual, Theater Technical, Market
Study, Business Planning

Images from top:

1. Lincoln, NE
2. Richmond, VA
3. Augusta, ME
4. and 5. Springfield, IL

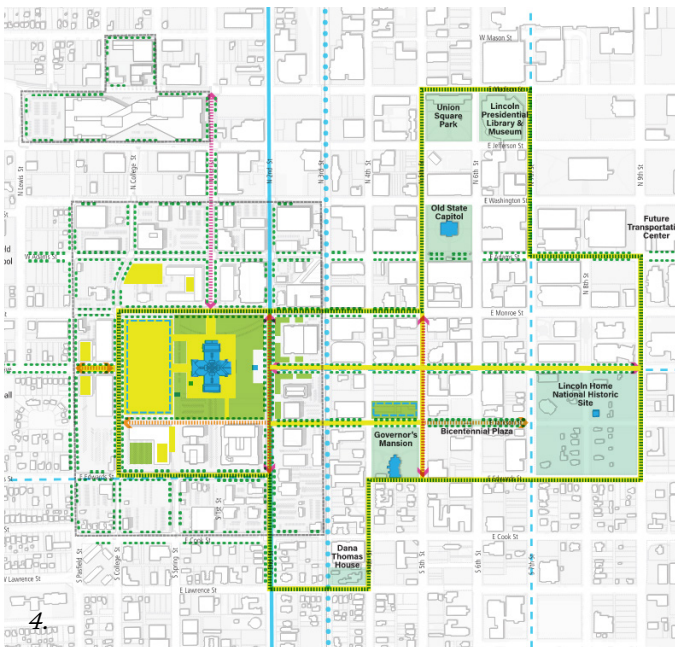
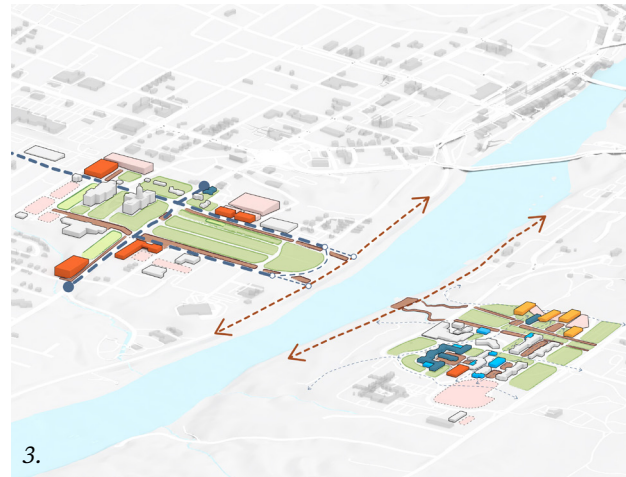


FIGURE 46. LANDSCAPE FRAMEWORK

- | | |
|------------------------------|---------------------|
| PEDESTRIAN LINKAGE | ENGINEERED SOAK |
| PEDESTRIAN + BICYCLE LINKAGE | NATURAL SOAK |
| RECREATION LINKAGE | TREE CANOPY |
| EXISTING BIKE LANE | EXISTING STORM PIPE |
| PROPOSED BIKE TRAIL | CULTURE |
| PROPOSED BIKE LANE | HISTORY |
| | SOCIAL |

State Capitol Complex Master Plans

Lincoln, NE; Springfield, IL; Richmond, VA; Augusta, ME
States of Nebraska, Illinois, Maine, and Commonwealth
of Virginia

DLR Group has worked on several state capitals and downtowns working on the State Capitol Complex master plans, including the states of Nebraska, Illinois, Maine, and the Commonwealth of Virginia. These master plans included collaborating with their respective downtowns and larger contexts on planning, urban design, economic development, and historic preservation issues and challenges. The focus of the work is on creating an inviting and vibrant capitol complex for employees, visitors, and residents.

Nebraska Comprehensive Capital Facilities Plan; Lincoln, NE

DLR Group led the Nebraska Comprehensive Capital Facilities Plan that provides a comprehensive, forward-looking, and integrated strategic planning framework with a planning horizon over the next 20 years. The plan provides recommendations on potential building renovation and new construction, amenities, design guidelines, multi-modal circulation, parking, public realm, signage and wayfinding, and sustainability measures. Yogesh led this project as a senior planner and project manager. The Plan recommendations aligned and integrated with the City of Lincoln's goals for downtown revitalization.

Completed: 05.2018
Size: Approx. 30 downtown blocks, 1.3m GSF of space

Illinois State Capitol Complex Master Plan; Springfield, IL

DLR Group, as part of the larger team, helped prepare a comprehensive master plan to guide future growth and expansion of the Illinois Capitol Complex in Springfield. The master plan document will guide future improvement, growth expansion, and overall development of the Capitol Complex and the downtown Springfield area for the next ten years and beyond. The Plan provides an urban design, landscape, and public realm framework to programmatically connect the Capitol Complex with the historical downtown area to attract visitors, employees and residents.

Completed: 08.2021
Size: Approx. 35 downtown blocks, 1.8m GSF of space

Virginia State Capitol Master Plan; Richmond, VA

DLR Group, as part of the larger team, assisted in preparing a Capitol Master Plan for the state-owned facilities within downtown Richmond. Recommendations include strategies to reuse and renovate historic buildings to make the most efficient and cost-effective use of state-owned assets and preserve these buildings for the future. These strategies aim to contribute to the ongoing efforts to revitalize downtown Richmond. Yogesh led this effort as a senior planner and urban design effort from DLR Group.

Completed: 12.2021
Size: Approx. 25 downtown blocks, 2m GSF of space

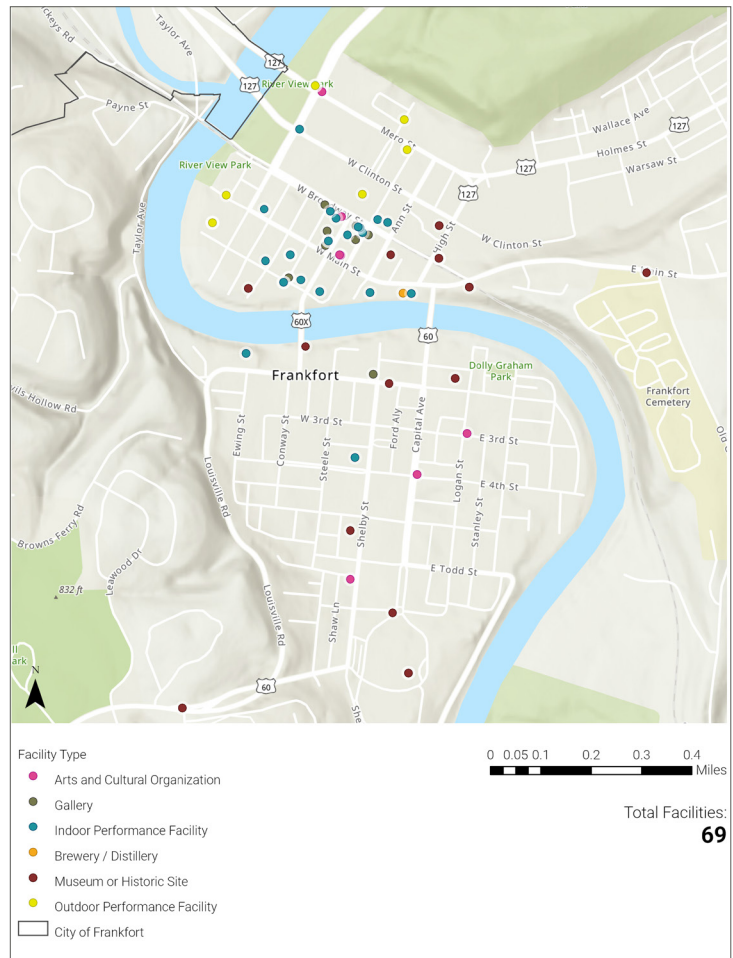
Augusta Area Facilities Master Plan; Augusta, ME

DLR Group is part of the larger team to prepare a master plan for Augusta Area state facilities near the Augusta downtown in Maine. The Plan will align the State's real estate with the priorities and actions of the statewide Climate Action Plan. The Plan focuses on aligning historic facilities for renovations and improvements. The project goals and the master planning process is categorized into the five major themes (1) Energy, Resiliency and Sustainability (2) Planning and Urban Design (3) Transportation (4) Workplace, and (5) Historic Preservation. The recommendations also include improving the public realm and pedestrian environment within the East and West Campus. The Plan recommendations align with the goals of the City for downtown revitalization.

Completed: Ongoing (to be complete by 01.2023)
Size: Two campuses in Augusta, 2m GSF of space

Project Relevance

- Historic Preservation (facility assessments, reuse and renovation strategies)
- Alignment with Downtown Plans
- Placemaking strategies
- Design Guidelines



A Bold Vision to Redevelop Downtown through Arts & Culture

Frankfort Arts and Culture Master Plan
Frankfort, KY
City of Frankfort

As the State Capitol of Kentucky, the City of Frankfort has struggled to form an identity beyond that of “government center.” With a fledgling creative and cultural community, and aspirations to be recognized as a city that invests in artists and the arts, the City of Frankfort set out to complete an arts master plan that would establish strategies for cultural development. The project was funded by a National Endowment for the Arts Our Town grant.

Like life around the world in 2020 the planning process was upended by the COVID-19 pandemic. What was initially envisioned as a series of large public meetings was retooled to accommodate our new reality. Online focus groups were held alongside and enhanced survey effort. An in-person socially distanced outdoor ‘choose your own adventure’ engagement opportunity was set up at a sculpture park that allowed for in person engagement safely. The efforts yielded extensive input and greatly influenced the outcomes of the plan.

Working in partnership with Designing Local, a Columbus, Ohio-based cultural planning firm, DLR Group’s contributions to the plan outlined a clear need for increased equitable investment in arts and culture and, specifically, cultural facilities. To do this, the team identified peer cities in Kentucky that have been recognized by the Kentucky Arts Council as ‘Vibrant Communities.’ For each city, data was collected on demographics and cultural assets. This research revealed that, while Frankfort has a demographic profile similar to its peers, it is lacking in venues, programs, and strategic investment, particularly in marketing. DLR Group’s work also resulted in multiple asset

inventories. Inclusive of arts and cultural organizations, gallery spaces, indoor and outdoor performance spaces, museums and historic sites, and breweries and distilleries, these inventories demonstrate a concentration of arts and cultural assets in Frankfort’s Downtown and an inequitable distribution of assets beyond the Downtown borders.

In addition to market research, the scope of work for this project included in-person and online community engagement, GIS analysis, strategic planning, recommendations for public art, and the identification of funding sources. The final plan resulted in 12 strategies for cultural development and public art. The plan recognizes short, medium, and long term strategies to reach some broad and bold visions. By following the strategies outlined in this document, the City will be able to phase in the proposed projects and programs in an orderly way as the economy recovers.

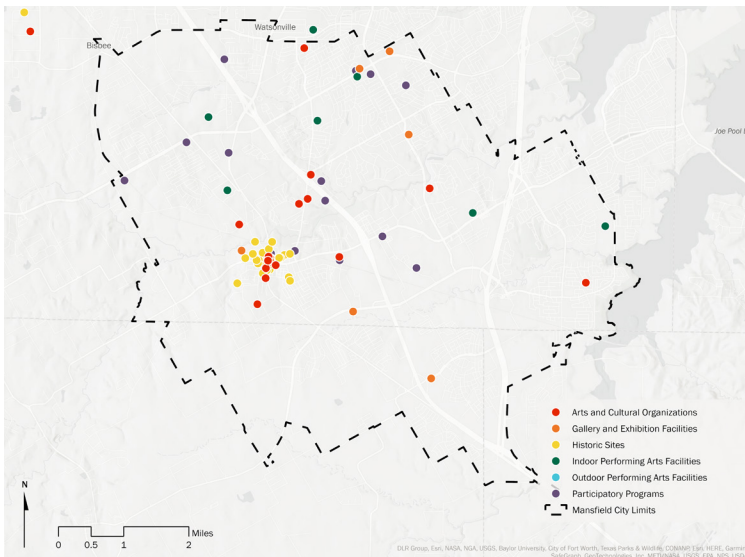
In March 2021, the Frankfort Arts Master Plan was unanimously adopted by the City. Most recently, the Master Plan was awarded a Special Merit Award for Outstanding Plan by the American Planning Association Kentucky Chapter.

Project Relevance

- Funding strategies
- Arts and Culture Identity
- Programming
- Market Feasibility
- Revitalization strategies

Completed: 03.2021
Construction Cost: TBD
Services: Designing Local - Prime
Consultant leading community
engagement, strategic planning, public art
recommendations

DLR Group - Consultant providing asset
inventory, market research, GIS analysis



Making Arts and Culture Defining Characteristic of Community Identity

Mansfield Cultural Arts Master Plan
Mansfield, TX
City of Mansfield

The City of Mansfield is a community of 75,000 located in the southern portion of the Dallas-Fort Worth Metroplex. With 25% of its land still undeveloped, and with the Metroplex's rapidly growing population, the City is poised for growth. As such, leadership wants to ensure that, as plans are made for the future, premiere arts and cultural amenities and experiences become a defining characteristic of the community's identity. With that in mind, the City retained DLR Group and Designing Local, a public art and policy planning firm, to complete a cultural plan.

Currently in development, the cultural plan will include recommendations for cultural facilities and districts, public art programming and policy, events, and hands-on and experiential arts and cultural programs. DLR Group's efforts have been focused on inventorying local and regional performing and visual arts spaces and facilities and assessing the City's existing cultural assets, including a history museum, an amphitheater, and an historic theater. This research will be used to inform plans for a future mixed-use development as well as decision making around the renovation, relocation, or addition of cultural venues over the next 10 years.

In addition to market research, the planning process has included extensive community engagement. A community survey has gathered over 500 responses to-date. On-line and in-person stakeholder meetings and engagement activities at community events have engaged hundreds more. The full plan, which kicked off in February 2022, is expected to be completed in April 2023.

Project Relevance

- Community engagement
- Recommendations for cultural facilities / districts
- Cultural asset inventory, including historic theater
- Plans for commercial development

Completed: Ongoing - 04.2023 expected completion
Construction Budget: TBD
Services: Designing Local is the Prime, providing cultural planning services with DLR Group focusing on stakeholder

engagement and the cultural facility inventory / assessment.



Transforming a Dark 1929 Theater into a Multi-purpose Civic Space

Carolina Theatre Restoration
Charlotte, NC
Foundation for the Carolinas

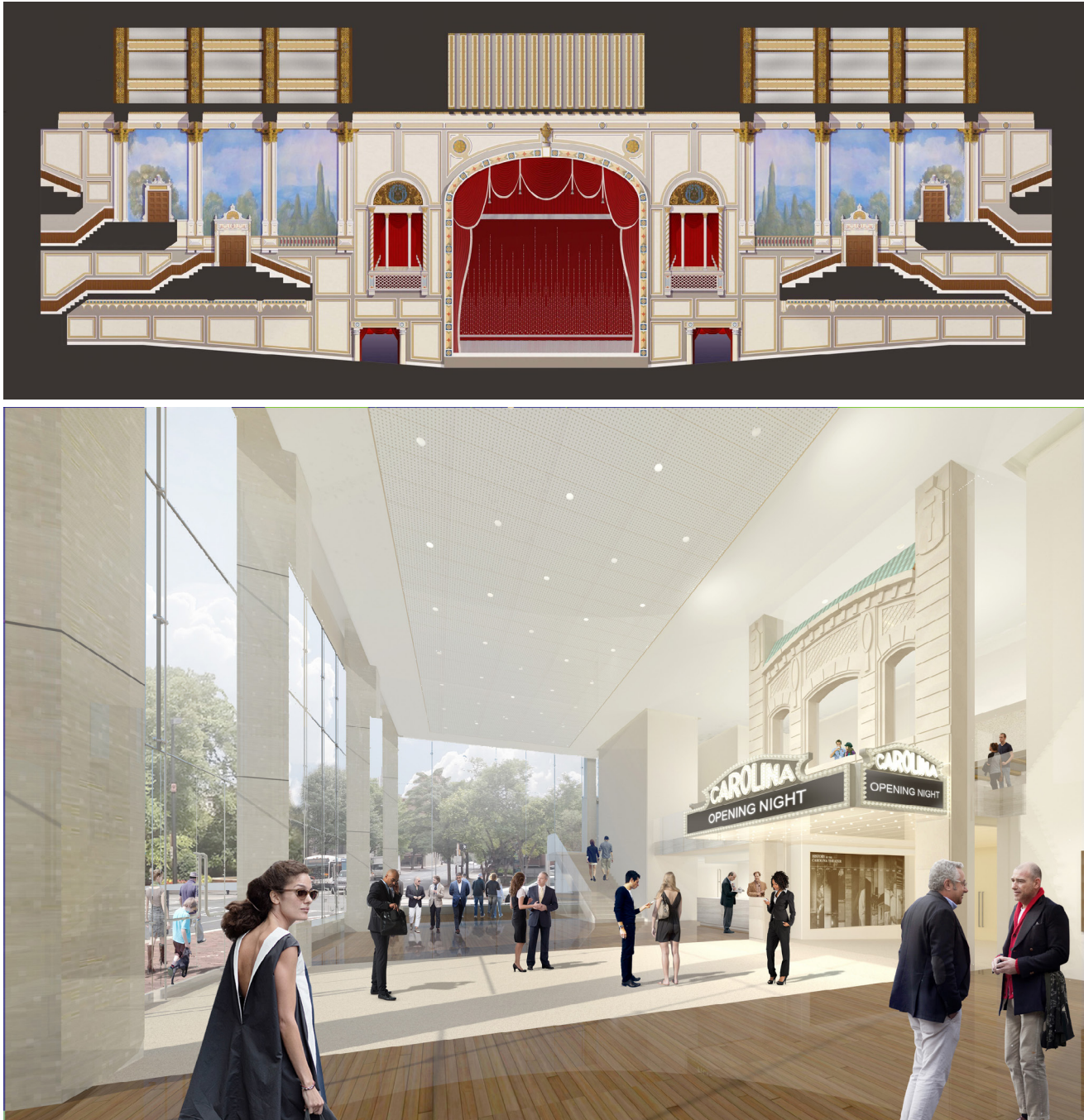
The Foundation for the Carolinas, a nonprofit community organization, is spearheading the restoration and expansion of the Carolina Theatre in uptown Charlotte, North Carolina. The 36,000 SF historic theater was originally built in 1927 and hosted numerous notable acts, including Bob Hope, Katharine Hepburn and Elvis Presley, before going dark in 1978. DLR Group's design for the restoration and expansion of the theater creates a multi-purpose civic and convening space for symposia, major speakers, panel discussions, and documentary films as well as educational and thought leadership activities. The theater will be at the center of a hub of philanthropy and civic engagement that will include a broader collection of venues – the headquarters for the Foundation for the Carolinas, the Luski-Gorelik Center for Philanthropy, Sonia and Isaac Luski Gallery, Levine Conference Center and Robinson Center for Civic Leadership. Together, these venues will be called, Belk Place.

The project includes the restoration and complete renovation of the historic theater, including exterior façade restoration and envelope improvements with Historic Landmark Commission review. Interior renovations include structural and functional elements as well as restored historic finishes. The project includes a new box office, blade sign and marquee, and a complete stage house refit encompassing theatrical rigging, lighting, audiovisual, and recording systems. The renovated 950-seat audience chamber will feature new premium box seats and a reconfigurable seating plan that flexes stage and seating areas. Beyond the theater venue, the design includes a new construction 2 ½ story theater lobby with mezzanine as well as core and shell design for three floors of office space, including functional and circulation connections with the existing adjacent building.

Project Relevance

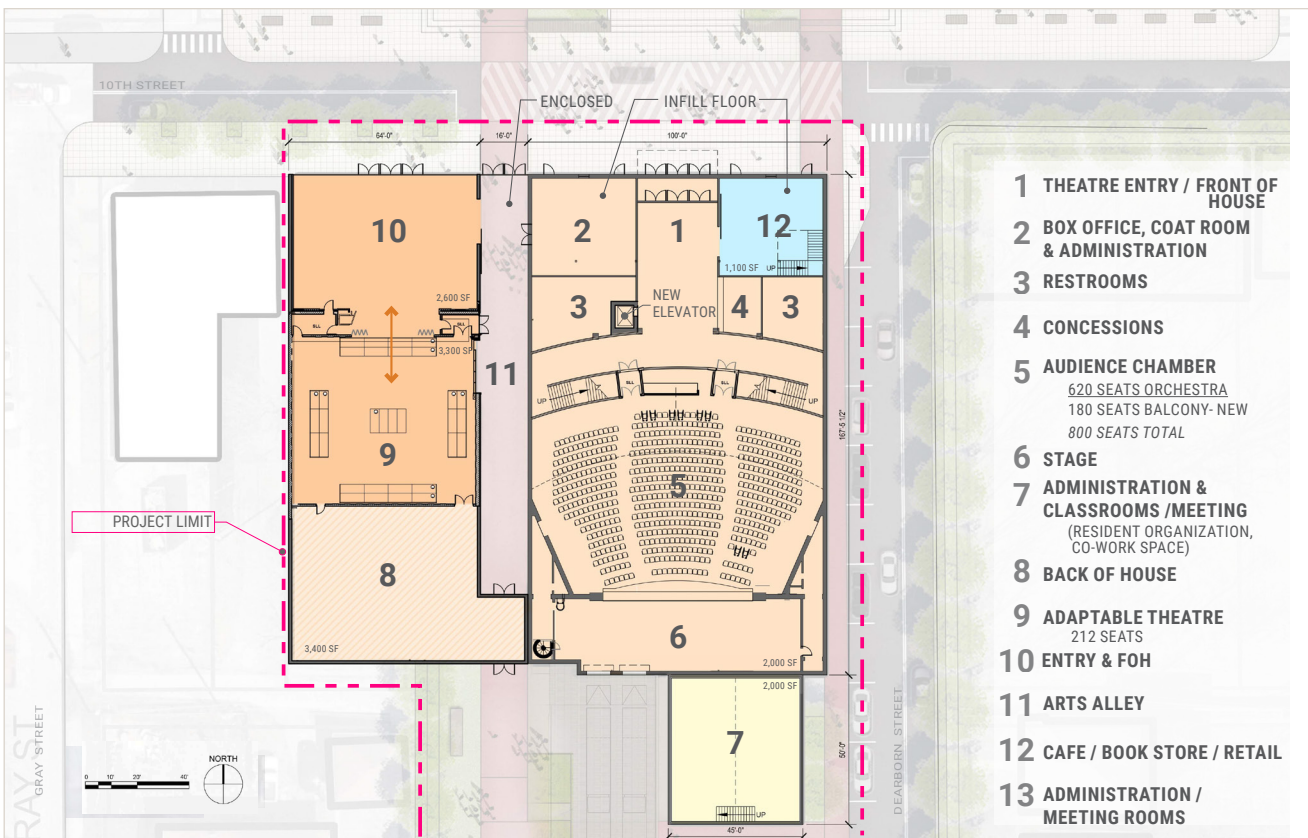
- Restoration of historic theater for multi-purpose use
- Exterior facade restoration and envelope improvements
- New expanded lobby
- Connection to adjacent office building
- Restored interior finishes and new seating in audience chamber
- Neighborhood revitalization

Completed: in construction
Size: 36,000 SF
Construction Cost: \$46m services
Services: Architecture, Engineering (Mechanical, Electrical, Structural), Interiors, Acoustical Design, Audiovisual, IT, Lighting Design, Preservation, Theater Design



“DLR Group is the lead architect for the Carolina Theatre renovation. We value their creativity and their willingness to collaborate with our team on important design decisions. They have masterfully preserved the theatre’s essential historic elements while deftly incorporating ADA and technology elements required of modern theatres. The community will love the historic theatrical gem they have re-created for our community.”

LAURA SMITH, EXECUTIVE VICE PRESIDENT, FOUNDATION FOR THE CAROLINAS



Top Image: Option 2B - Public Space Layout
 Bottom Image: Entertainment Scheme Layout

Market Study & Community Input Result in Creative Reuse Options

The Rivoli Reuse Study
Indianapolis, IN
John Bonner Neighborhood Centers, Inc.

The 1,500-seat Rivoli Theater was built in the Near Eastside of Indianapolis in 1927 and has been closed since 1992. Today, it is owned by Inspire 10th Street, a limited liability corporation formed by three neighborhood non-profits in 2017 to support the redevelopment of the Near Eastside's 10th Street corridor. In 2018, Lilly Endowment Inc, directed \$4.3 million to the Near Eastside for the creation of an Arts and Design District. A portion of those funds was earmarked for a reuse study for the Rivoli that considered both arts and non-arts reuse options. DLR Group completed that work in a two-phase planning process.

Phase 1 kicked off with a market analysis. Utilizing Census data, this research found that the size of the Near Eastside population, combined with low levels of educational attainment and household income, would make it difficult to operate and sustain a reactivated Rivoli without the involvement of the larger Indianapolis and regional communities. Affordable community access, however, was paramount to the project. Additional research, including an asset inventory, found that the Near Eastside had close ties to multiple higher education institutions and was benefiting from several small, arts-driven investments, but lacked a number of basic amenities (grocery store, casual gathering space, a barbershop/beautician, etc.).

Based on these findings, the design team identified six reuse concepts for the Rivoli, each organized around a theme: Children, Food & Drink, Sports, Entertainment, Education & Business, and Health & Wellness.

For each theme, we identified the space types to be included, the potential partners that could help activate or operate them, and created schematic drawings to illustrate how the various spaces might fit within the larger Rivoli footprint. Each concept was shared in a public setting with the client and Near Eastside community, revealing overwhelming support for a performing arts facility with retail space or a café and outdoor public gathering space.

In Phase 2, we advanced the performing arts facility concept. In it, the historic structure is transformed into an 800-seat theater. A portion of the theater's back wall is replaced with a barn door that can be opened in the summer for outdoor performances. The concept also features 15,400 SF in new construction, including a 212-seat adaptable theater and a wing for shared office and classroom/meeting space. We then created a second concept for the Rivoli focused on flexibility. In this concept, the facility is transformed into an open hall that can be used for performances, conferences, large-scale exhibitions and installations, weddings, and beyond. For both concepts, we provided the client with pro-forma operating budgets that projected revenues and expenses for the facility's first five years of operations. Capital cost estimates were provided by Turner Construction.

Project Relevance

- Robust community engagement process
- Creative, out of the box thinking about potential reuse options and program uses
- Visual analysis
- Historic preservation / adaptive reuse
- Part of neighborhood revitalization effort
- Commercial development

Completed: Phase 1 - 09.2019; Phase 2 - 03.2020
Size: Hall Scheme: 24,900 SF, extension/expansion 13,100 SF
Entertainment Scheme: 26,300 SF

renovation; 15,400 SF new
Construction Budget:
Hall Scheme Base: \$8.5m est.
Hall Scheme Expanded: \$13.4m est.
Entertainment Scheme: \$17.6m est.

Services: Market Assessment, Architectural
Concept Design, Business Planning,
Pro-forma Operating Budget

DLR Group Client References



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ART FOR ALL : FORT WAYNE PUBLIC ART MASTER PLAN

CITY OF FORT WAYNE | FORT WAYNE, INDIANA

WHY

The City of Fort Wayne, Indiana is experiencing a significant amount of revitalization throughout the City, resulting in a significant investment in planning efforts. Because of this, the City adopted an ordinance requiring any private development receiving TIF incentives to contribute 1% of the project fee to the City of Fort Wayne's Public Art Fund. In an effort to invest these dollars responsibly, the City set out to create a Public Art Master Plan. The plan is intended to direct spending to high priority projects both downtown and in neighborhoods, and to think critically about the needed infrastructure for creating a robust public art program.

HOW

Designing Local held over 100 stakeholder interviews to kick off the discovery phase and hosted a Public Art Pecha Kucha event to initiate the planning process. Six local artists and a nationally recognized curator spoke about the power of public art to a standing-room audience of 250 people. The team hosted a series of meetings titled, Public Art Popsicle Pop-Up on a Parklet, to co-create big ideas for public art in the community. The team also developed a custom built map program where participants selected where public art should go, where special stories happen, and where public art currently exists.

WHAT

Through the development of sound policy and a framework for implementation, the Fort Wayne Public Art Master Plan offers the City an opportunity to inspire elected officials, private organizations, and residents to create public art strategies that are uniquely Fort Wayne.

PROJECT INFO

Client: City of Fort Wayne, IN
 Contact: Dan Baisden
 260.427.5694
 Role: Prime Consultant
 Time: 2019



DESIGNING LOCAL



MOLINE PUBLIC ART AND PLACEMAKING PLAN

CITY OF MOLINE | MOLINE, ILLINOIS

WHY

The City of Moline, Illinois is one of the Quad Cities and is bordered by the mighty Mississippi River. As the gateway to the East, the City understands the value of first impressions which is why the City developed its first ever, Public Art Master Plan. The plan focuses on downtown Moline and supports numerous other planning initiatives that are being implemented to support redevelopment of the downtown core.

HOW

Designing Local hosted a robust public engagement program despite the plan taking place throughout a global pandemic. A series of stakeholder meetings and focus groups were held with various organizations and leaders from the community. Students from Augustana College and Black Hawk College participated in a series of events with the public titled Walkabout Talkabout Public Art.

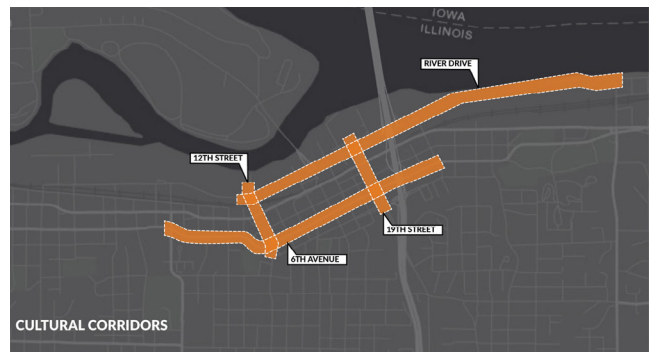
During these virtual events, participants were asked to consider seven different types of sites and how public art could impact the sites.

WHAT

The Plan includes an implementation strategy that offers the opportunity to seek funding through federal, state and local grants along with private and non-profit support; and also uses the development process to focus investments in public art into future development and infrastructure projects. By employing multiple funding sources, the Plan will be both balanced and implemented over time.

PROJECT INFO

Client: Renew Moline
Contact: Alex Elias
309.762.9194
Role: Prime Consultant (Public Art)
Time: 2020-2021





Consultant Client References



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06

Cost Proposal



Cost Proposal

Below please find our proposed fee schedule, itemized by task and shown in the order that we foresee this plan developing. This schedule gives a good picture of our relative effort for each sequential step based on the final deliverable as outlined in the RFP. We understand the importance of flexibility in project cost and cost control for you – if it becomes necessary to change the final deliverable to either increase or decrease the scope of service or to decrease the cost of our services, we are very happy to equitably determine with you the services that provide you your best return on investment.

Estimated Summary Fee Table City of Lenoir Downtown Master Plan, Lenoir, NC September 23, 2022						
	DLR Group		McGill Associates		Designing Local	
	Hours/Task	Total	Hours/Task	Total	Hours/Task	Total
Phase 1: Project Initiation and Existing Conditions Analysis						
Project Initiation and Downtown + Campus Facilities Tour	24	\$4,920	12	\$2,250	8	\$1,000
Review Relevant Previous and Ongoing Plans, initiatives	22	\$3,730	4	\$750	2	\$250
Existing Conditions Analysis	50	\$7,470	16	\$3,000	2	\$250
Program Analysis, and Development Trends	36	\$5,620	4	\$750	4	\$500
Existing Documentation Review of the Two Campus Facilities**	20	\$3,300	4	\$750	4	\$500
Market Analysis**	45	\$7,195	0	\$0	4	\$500
Community and Stakeholder Outreach and Engagement (various activities)	48	\$6,296	16	\$3,000	0	\$0
Phase 2: Visioning and Initial Options with Evaluation						
Benchmarking and Trends	22	\$3,410	4	\$750	2	\$250
Downtown Area Initial Ideas Exploration	44	\$6,240	6	\$1,150	4	\$500
The Campus Facilities Initial Ideas	40	\$5,840	6	\$1,150	4	\$500
Pros and Cons Evaluation	10	\$1,690	4	\$750	2	\$250
Community and Stakeholder Outreach and Engagement (various activities)	32	\$5,840	12	\$2,250	2	\$250
Phase 3: Plan Development						
Preferred Concept Selection and Development	38	\$5,770	8	\$1,550	4	\$500
Precincts Concepts Development	36	\$6,620	12	\$2,250	2	\$250
The Campus Facilities Concept Development	40	\$4,180	12	\$2,250	2	\$250
Community and Stakeholder Outreach and Engagement (various activities)	22	\$3,370	12	\$2,250	2	\$250
Phase 4: Draft & Final Master Plan with Recommendations						
Funding Strategies	14	\$2,630	6	\$1,100	2	\$250
Draft Report and Recommendations w/ three renderings	102	\$14,890	8	\$1,500	2	\$250
Final Master Plan	38	\$5,910	6	\$1,125	2	\$250
Adoption Meetings (various activities)	14	\$2,630	2	\$400	0	\$0
Sub total (hrs and fee)	697	\$107,551	154	\$28,975	54	\$6,750
Sub-Total DLR Group Team Fee (Labor)						\$143,276
Sub-Total DLR Group Reimbursables (at Cost)						\$6,100

Notes

*Building documentation and facility conditions assessments are not included in the fee proposal for the Harper Band Building and the Masonary Building
 **Market assessment focusing on the two facilities is included in the scope

TOTAL DLR GROUP ESTIMATED FEE \$149,376

ELEVATE *the*
HUMAN EXPERIENCE
THROUGH DESIGN



CITY OF LENOIR

COUNCIL ACTION FORM: October 18, 2022

I. Agenda Item: Second/final reading of an ordinance amending Chapter 13 of the Lenoir Code of Ordinances related to the creation and regulation of a social district in Downtown Lenoir.

II. Background Information: N.C.G.S. 160A-205.4 authorizes local governments to create and designate one or more “social districts” under N.C.G.S § 18B-300.1 where businesses holding ABC permits may sell alcoholic beverages in approved “to go” cups for consumption within the designated “social district” area.

The attached ordinance creates the Downtown Lenoir Social District and establishes parameters for regulations for the district consistent with state statutes. Specific details related to signage, containers, and operation will be outlined in the Operations and Maintenance Plan.

Note: This ordinance amendment requires a public hearing and two readings before adoption, since violations are class 1 misdemeanors. The public hearing was held and the ordinance was presented for first reading on October 4, 2022. It is now before Council for 2nd reading and final adoption.

The ordinance is not effective until 45 days after adoption. This gives staff time to establish the operations and maintenance plan, permit application materials, and district signage prior to implementation, as well as allows private ABC permit holders to obtain the proper containers and signage for their business operations.

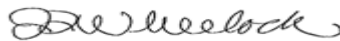
III. Staff Recommendation:

Adoption of the attached ordinance on second reading.

IV. Reviewed by:

City Attorney: _____

Finance Director: _____



Planning Director: _____

Economic Development Director: _____

**AN ORDINANCE OF THE CITY COUNCIL OF LENOIR,
NORTH CAROLINA, AMENDING CHAPTER 13 OF THE
LENOIR CITY CODE TO ADD ARTICLE V “DOWNTOWN
SOCIAL DISTRICT,” DIRECTING STAFF TO PREPARE A
MANAGEMENT AND MAINTENANCE PLAN AND
DETAILED MAP, AND PROVIDING FOR SEVERABILITY,
CODIFICATION, AND AN EFFECTIVE DATE.**

Whereas, N.C.G.S. 160A-205.4 authorizes local governments to create and designate one or more “social districts” under N.C.G.S § 18B-300.1 within their jurisdictions, and

Whereas, a “social district” under N.C.G.S § 18B-300.1 is “A defined outdoor area in which a person may consume alcoholic beverages sold by” businesses holding one or more permits issued by the Alcoholic Beverage Commission, and

Whereas, local business owners within the Downtown Lenoir have expressed interest in creating a social district within the same general footprint of the City’s “open concept beer garden” festivals, and

Whereas, the City desires to limit its “social district” to a walkable geographic area in the downtown where local bars and restaurants can sell alcoholic beverages to be consumed throughout the district, subject to certain rules and limitations, and

Whereas, the Lenoir City Council hereby finds and declares that this ordinance and these amendments are in the best interest of the public health, safety, and welfare; and

**NOW, THEREFORE, LET IT BE ENACTED BY THE CITY COUNCIL OF THE
CITY OF LENOIR, NORTH CAROLINA, AS FOLLOWS:**

SECTION 1. Chapter 13 of the City of Lenoir Code of Ordinances, *Offenses and Miscellaneous Provisions* is hereby appended to add Article V, Sections 13-91 through 13-92, to read as follows:

ARTICLE V. DOWNTOWN SOCIAL DISTRICT

Section 13-91 – Establishment of the Downtown Lenoir Social District.

The City hereby creates and designates the area located generally north of Harper Avenue, south of Ashe Avenue, west of Mulberry Street, and east of Willow Street, and more specifically depicted on the map titled “Downtown Lenoir Social District Boundaries,” which is incorporated here by reference and is filed with the City Clerk as the Downtown Lenoir Social District, as authorized under N.C.G.S. 160A-205.4.

Section 13-92 – General Requirements.

- a) Management: The Social District shall be created, designated and managed in accordance with the requirements contained in N.C.G.S. §§ 160A-205.4 18B-300.1.
- b) Applicable Hours. The Downtown Social District shall be in effect between the hours of 12:00 p.m. and 10:00 p.m., Wednesday through Saturday, except that these hours and days may be extended in conjunction with an approved Special Event Permit when otherwise permitted under the law.
- c) Permit Required: Any business establishment located within or contiguous to the Social District that holds a valid ABC permit and desires to engage as a Social District participant must apply for and obtain a Social District permit from the Lenoir Planning and Community Development Department. The establishment shall be responsible for operating its business in accordance with all City and State ordinances, laws, rules, and regulations governing Social District activities.
- d) Unified Signage Required: Businesses that do not have ABC permits but desire to participate in the Social District must display an official Participating Business sign in a visible location during the times when the social district is active. A customer may not bring an alcoholic beverage into a non-permittee business that does not display the uniform sign.
- e) Violation; Penalty: Any person who violates any provision of this Article, and any person who aids, abets, encourages, assists in, or contributes to such violation, is guilty of a Class 1 misdemeanor pursuant to N.C.G.S. § 18B-102(b) and may be subject to additional fines and administrative remedies including but not limited to suspension or revocation of the permittee's Social District Permit and/or state ABC permit. State law reference: NCGS § 18B-104.

SECTION 2. MANAGEMENT AND MAINTENANCE PLAN. Staff is hereby directed to create a management and maintenance plan for the Downtown Social District that complies with the provisions of N.C.G.S. § 18B-300.1 and to post the plan and a rendering of the district boundaries on the City's website.

SECTION 3. DETAILED MAP. Staff is hereby directed to submit a detailed map of the Downtown Social District, attached here as "Exhibit A," including the days and hours during which the district is in operation to the North Carolina Alcoholic Beverage Commission.

SECTION 4. SEVERABILITY. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION 5. CODIFICATION. The City Clerk shall cause the Code of Ordinances of Lenoir, North Carolina to be amended as provided by this ordinance and may renumber, re-letter, and rearrange the codified parts of this ordinance if necessary to facilitate the finding of the law.

SECTION 6. EFFECTIVE DATE. This ordinance takes effect 45 days after adoption.

DONE, THE PUBLIC NOTICE, in a newspaper of general circulation in the City of Lenoir, North Carolina, by the City Clerk of the City of Lenoir, North Carolina, this 24th day of September and this 1st day of October, 2022.

DONE, THE FIRST READING AND PUBLIC HEARING, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lenoir, North Carolina, at a regular meeting, this 4th day of October, 2022.

DONE, THE SECOND READING, AND ENACTED ON FINAL PASSAGE, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lenoir, North Carolina, at a regular meeting, this 18th day of October, 2022.

BY THE MAYOR/MAYOR PRO TEMPORE OF THE CITY OF LENOIR, NORTH CAROLINA:

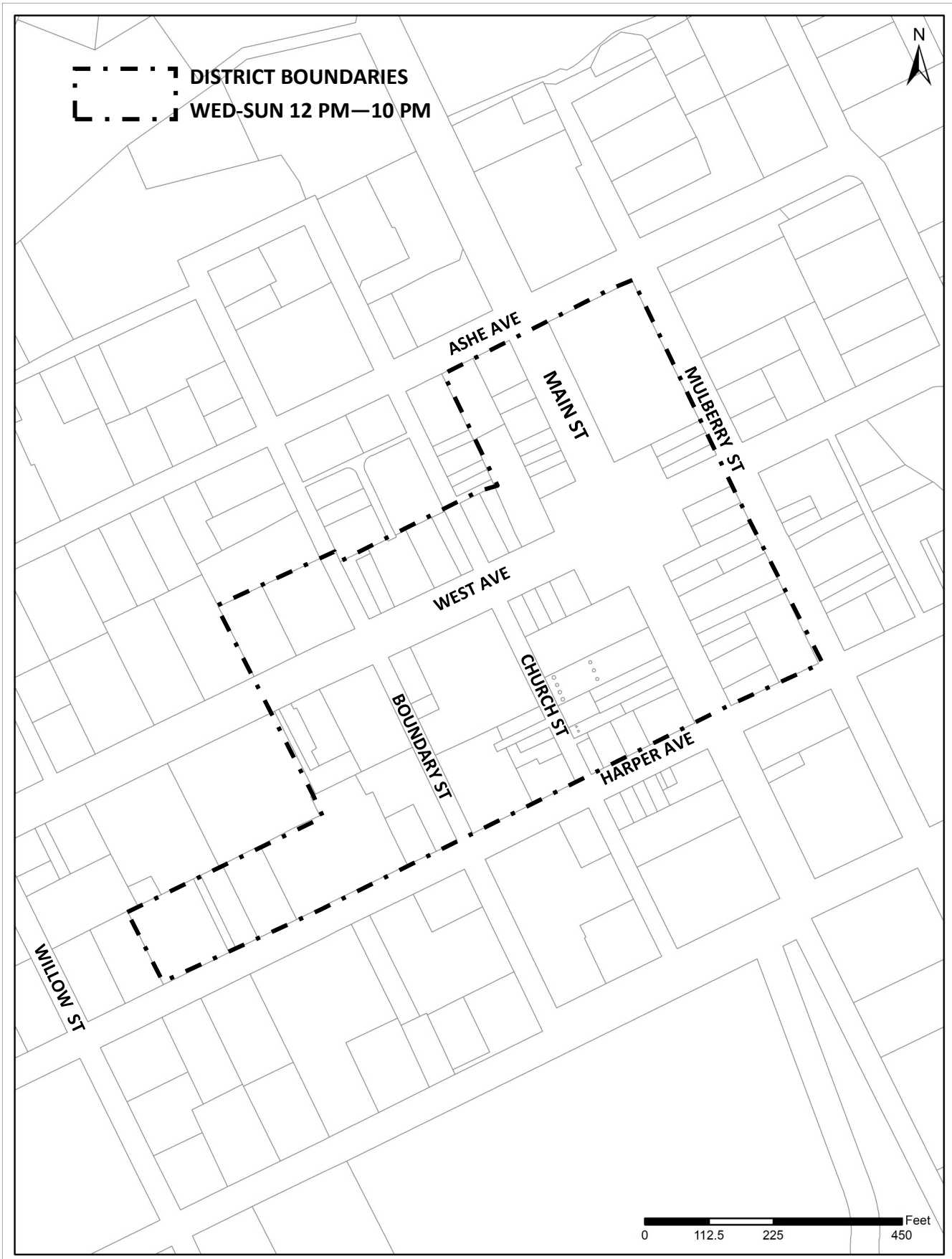
Joseph L. Gibbons, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF THE CITY OF LENOIR, NORTH CAROLINA:

Shirley M. Cannon, City Clerk

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EXHIBIT "A"
DOWNTOWN LENOIR SOCIAL DISTRICT BOUNDARIES



UPDATED OCTOBER 14, 2022