



AGENDA
City of Lenoir
City Council Meeting
905 West Ave. NW, Lenoir, NC 28645
Tuesday, November 4, 2025 | 6:00 pm



I. CALL TO ORDER

- A. Moment of Silence & Pledge of Allegiance

II. MATTERS SCHEDULED FOR PUBLIC HEARINGS

- A. Rezoning R 7-25; A public hearing will be held to consider approval of the proposed rezoning case for the remainder of 2115 Hickory Blvd NCPIN 2758639922 from split zoned B-7 (Highway Business) and R-15 (Single Family) to exclusively B-2 (General Business). Planning Staff and the Planning Board are in approval of the request. Adoption of the proposed rezoning based on the following consistency statement:

The future land use map identifies the subject property as mixed-use, and is surrounded by medium-density residential and existing low-density residential. The 2045 Comprehensive Plan maintains that multi-family developments are overall appropriate and grades out at the highest level of appropriateness. The mixed-use district also recommends nine or more dwelling units per acre, and the area where this development will occur will exceed that. By changing the zoning designation from R-15 and B-7 to solely B-2, this area would have greater flexibility to achieve these policy concepts and potentially expand beyond just a residential development. 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 future residential development in a convenient and centralized location, which can be better served by city infrastructure when expanded.

- B. Zoning Ordinance Amendment; Ordinance Amendment regarding side and rear setbacks on historical lots (recorded before 1979). This would grant rear and side yard setbacks proportionate to the size of the lot. This ordinance amendment identifies what properties are affected and how zoning standards would change for those properties. Planning Staff and the Planning Board are in approval of the request. Adoption of the attached ordinance along with the following consistency statement.

The proposed zoning amendment is consistent with the housing policy concepts in the 2045 Comprehensive Plan, encouraging equity and a well-rounded approach to housing where property owners are able to develop and restore the older housing stock in Lenoir. The 2045 plan recommends that Staff updates zoning regulations to allow for detached housing on smaller lots while maintaining balance with larger lots on the periphery. This zoning amendment is compatible with the goal of establishing neighborhood compatibility. Some neighborhoods with non-conforming lots have distinct neighborhood character, scale, and form. Updating the ordinance with this amendment would promote

the maintenance of these neighborhoods and improve upon the character of other neighborhoods with lots that would be otherwise limited in improvement efforts.

III. CONSENT AGENDA ITEMS

- A. Minutes: Approval of the City Council minutes of the meeting of Tuesday, October 21, 2025, as submitted.
- B. Minutes: Approval of the Committee of the Whole minutes of the meeting of Tuesday, October 28, 2025, as submitted.
- C. Special Meeting - Monday, November 10, 2025, 5:30 p.m.; Schedule a special meeting on Monday, November 10, 2025, at 5:30 p.m. to be held at the City Hall, 3rd Floor Conference Room. The purpose of the meeting is to review The Campus Project (Auditorium, Gymnasium, OVT Visitor Center, Pavilion) and consider bids for facility renovations/improvements.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

- A. Items of Information
 - 1. The City/County Services Committee will meet on Monday, November 10 at the J.E. Broyhill Civic Center.
 - 2. The City offices will be closed Tuesday, November 11 in observance of Veterans Day.
 - 3. The Lenoir Tourism Development Board will meet on Thursday, November 13 at 4:00 p.m. at City Hall, Third Floor.
 - 4. The Lenoir Business Advisory Board will meet on Thursday, November 13 at 6:00 p.m. at City Hall, Third Floor.
 - 5. The City Council will not meet on Tuesday, November 18 and the Committee of the Whole will also not meet in November.
 - 6. The Foothills Regional Airport Authority will meet on Wednesday, November 19 at noon at the Airport facility.
 - 7. The ABC Board will meet on Thursday, November 20 at 2:00 p.m.
 - 8. The annual Drive-By Community Turkey Tuesday event will be held Tuesday, November 25 beginning at 5:00 p.m. at the Martin Luther King Jr. Center located at 313 Greenhaven Drive until all the turkeys have been handed out. One turkey will be given per family or a person may walk up to receive on turkey.
 - 9. The City offices will be closed November 27 and 28 in observance of Thanksgiving holiday.

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

IX. REPORT AND RECOMMENDATIONS OF COUNCIL MEMBER

X. ADJOURNMENT

CITY OF LENOIR**COUNCIL ACTION FORM: November 4, 2025****I. Agenda Item:**

R 7-25: Consideration of a request that the City re-zone the remainder of NCPIN 2758639922 from split-zoned B-7 (Highway Business) and R-15 (Single Family) to exclusively zoned B-2 (General Business).

II. Background Information:

The applicant is requesting to rezone the remainder of the subject property, split-zoned B-7 and R-15, to be exclusively zoned as B-2 (General Business) to allow for a proposed multi-family development.

III. Staff and Planning Board Recommendation:

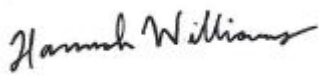
Adoption of the proposed rezoning based on the following consistency statement:

The future land use map identifies the subject property as mixed-use, and is surrounded by medium-density residential and existing low-density residential. The 2045 Comprehensive Plan maintains that multi-family developments are overall appropriate and grades out at the highest level of appropriateness. The mixed-use district also recommends nine or more dwelling units per acre, and the area where this development will occur will exceed that. By changing the zoning designation from R-15 and B-7 to solely B-2, this area would have greater flexibility to achieve these policy concepts and potentially expand beyond just a residential development. 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 future residential development in a convenient and centralized location, which can be better served by city infrastructure when expanded.

IV. Reviewed by:

City Attorney: _____

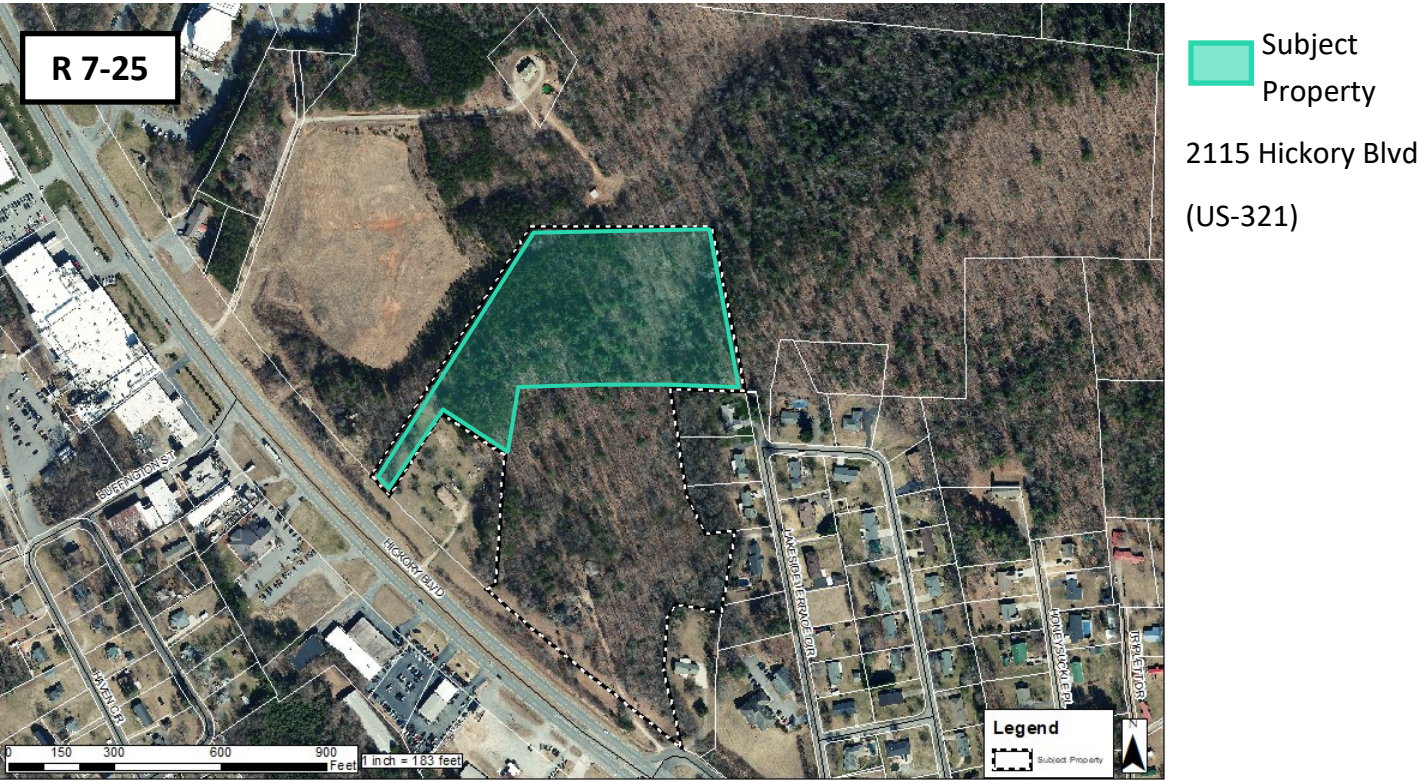
Finance Director: _____

Planning Director:  _____



Staff Report
Zoning Amendment
CASE NUMBER R #7-25

LOCATION MAP/AERIAL PHOTOGRAPH



SUMMARY

Owner
Southwood Realty Company

Applicant
Southwood Realty Company

Location
2115 Hickory Blvd. (South of Civic Center)

NCPINs
2758639922 (remainder)

Project Planners
Hannah Williams, AICP, CZO
Matt Duchan

Updated October 29, 2025

Proposed Amendment:
The applicant is requesting to rezone the subject property, split-zoned B-7 and R-15, to be exclusively zoned as B-2 (General Business) to allow for a proposed multi-family development with the same regulations throughout the site.

Staff Recommendation:
Approval, based on the consistency statement on page 7.

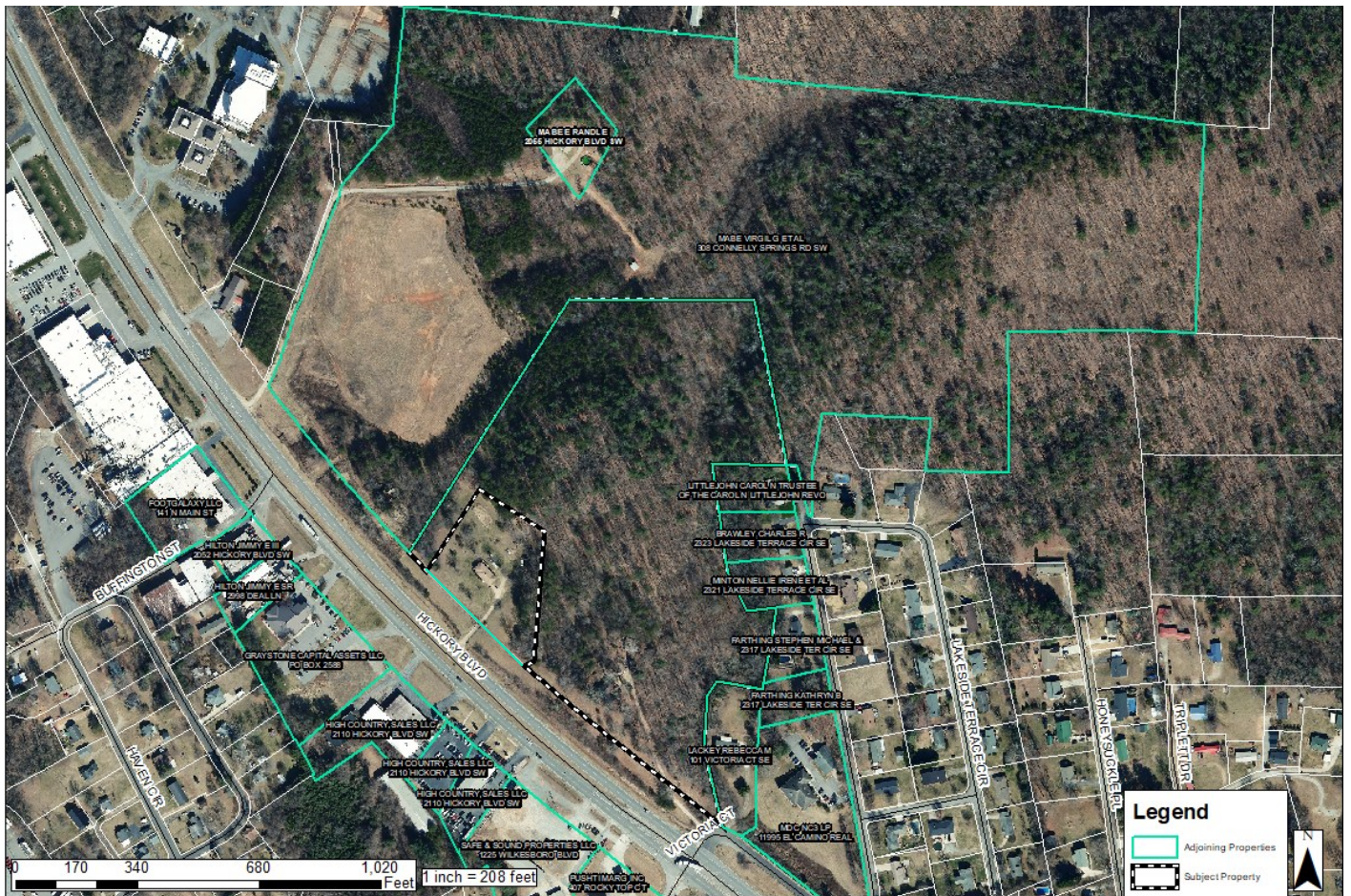
Planning Board Recommendation:
Approval of the request, based on the staff’s consistency statement

Public Comment:

Planning Board Meeting: October 13, 2025. Notices were mailed to adjacent property owners on or before October 1, 2025.

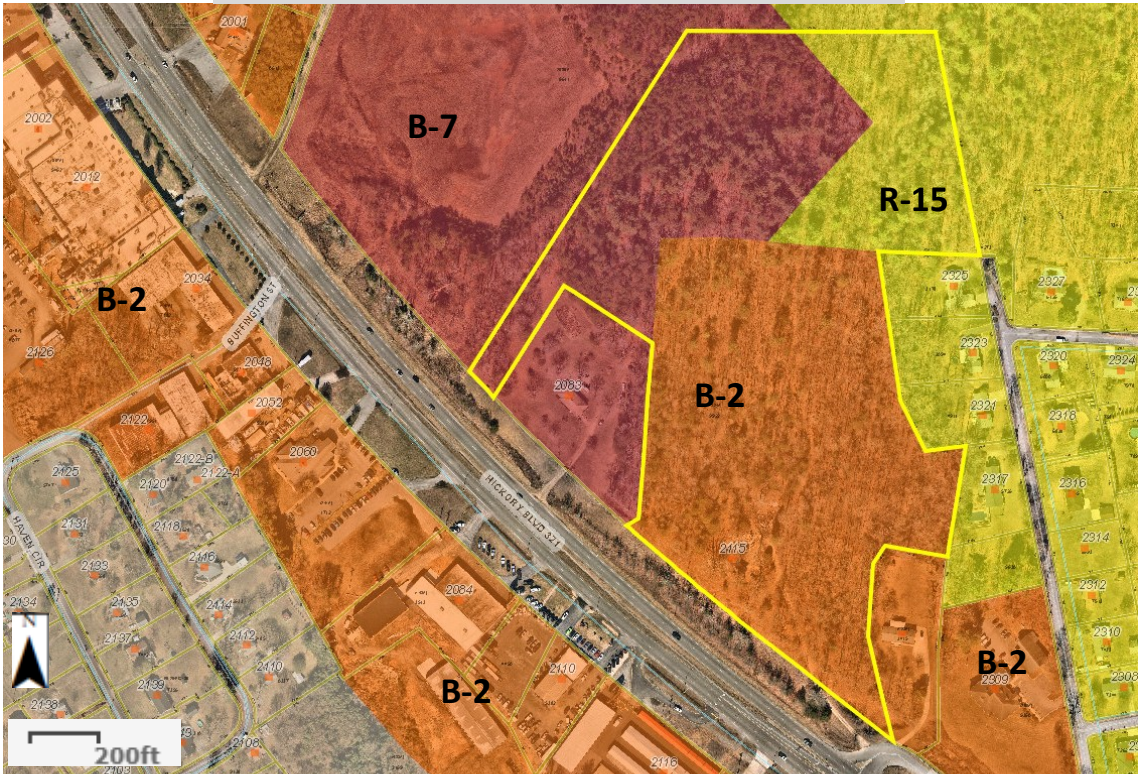
City Council (Public Hearing): Notices were mailed to adjacent property owners on October 22. Scheduled for November 4, 2025.

ABUTTING PROPERTY OWNERS

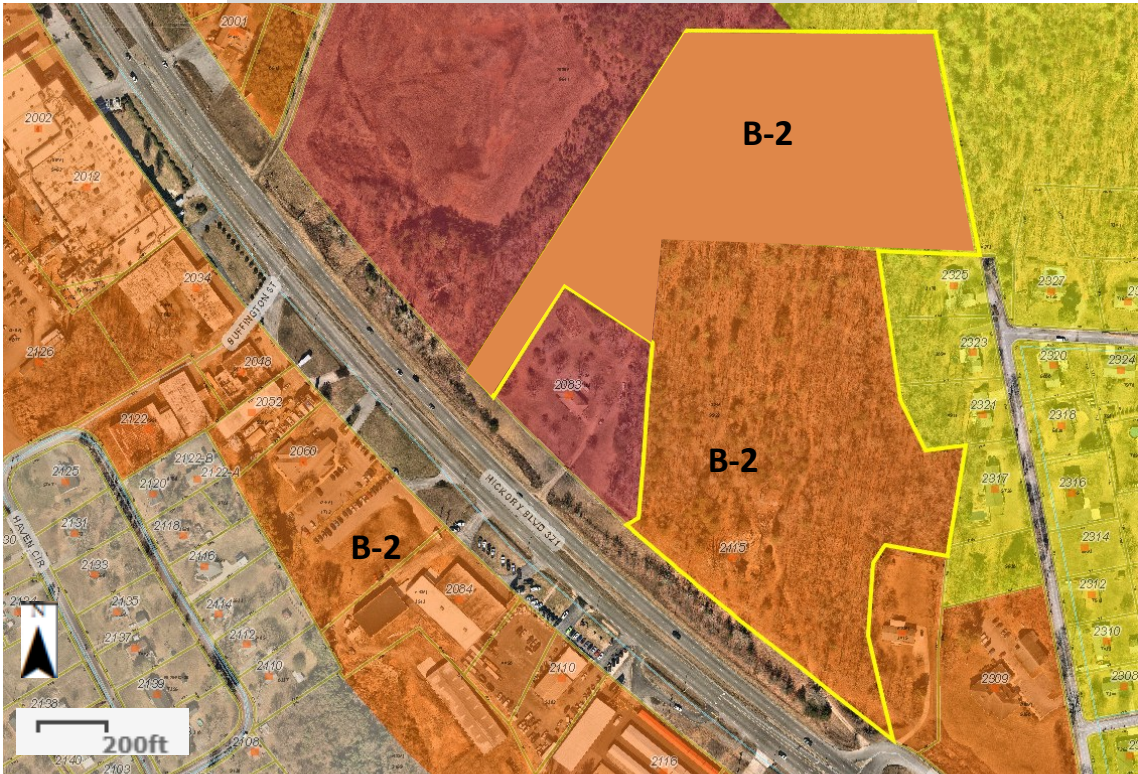


Name	Address	City	State	Zip
Charles & Megan Brawley	2323 LAKESIDE TERRACE CIR SE	LENOIR	NC	28645
Carol Littlejohn & Trustees	2325 LAKESIDE TERRACE CIR SE	LENOIR	NC	28645
Nellie Irene Minton et al	2321 LAKESIDE TERRACE CIR SE	LENOIR	NC	28645
Stephen & Kathryn Farthing	2317 LAKESIDE TER CIR SE	LENOIR	NC	28645
MDC NC3 LP	11995 EL CAMINO REAL	SAN DIEGO	CA	92130
Rebecca Lackey	101 VICTORIA CT SE	LENOIR	NC	28645
Pushti Marg Inc.	407 ROCKY TOP CT	LENOIR	NC	28645
Safe & Sound Properties LLC	1225 WILKESBORO BLVD	LENOIR	NC	28645
High Country Sales LLC	2110 HICKORY BLVD SW	LENOIR	NC	28645
Fred & Margaret Powell	2536 GRANT RD	HUDSON	NC	28638
Virgil Mabe et al	308 CONNELLY SPRINGS RD SW	LENOIR	NC	28645
Graystone Capital Assets LLC	PO BOX 2588	HICKORY	NC	28603
Randle Mabe	2055 HICKORY BLVD SE	LENOIR	NC	28645

Existing Zoning: R-15/B-7



Proposed Zoning: B-2



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 R-15 Residential (Single-family) District is intended to accommodate low density single-family residences and compatible land uses. R-15 is normally serviced by public water and sewer facilities. Any uses which would adversely affect or interfere with the residential character and development of these areas are excluded.

The B-7 (Highway Business) District is intended to provide areas along major thoroughfares for development at similar intensities as the General Business district, but in areas less conducive to the accommodation of pedestrian infrastructure and pedestrian-scaled architecture. Performance standards in this district focus on improving highway-adjacent development access, through the development or redevelopment of parcels with interior service roads and consolidated driveway access to help minimize traffic congestion on the state highway system. Sidewalks, landscaping, and architectural design standards of this district are intended to promote the unique character of Lenoir on these highly visible parcels, while maintaining affordability of development in areas that are located further away from the main economic core. The retail and service establishments allowed within this district are intended to serve both local and regional consumers.

The B-2 (General Business) District is intended to provide for a wide variety of retail, service and other activities, controlled by performance standards, at locations along major transportation routes, to serve both local and transient traffic. While generally located in areas that are auto-centric, the General Business zoning district is intended to promote development that equally considers pedestrian traffic, because this district is often located in close proximity to multi-family developments and short-term lodging. This district is designed to accommodate a moderate to high intensity of development along key commercial corridors in the City, with robust design standards to encourage a unique sense of place and promote a multi-modal future with support for transit, bike, and pedestrian infrastructure.

Subject and Surrounding Properties

The subject property is located along Hickory Blvd (US-321), just west of the Victoria Court intersection and is split zoned B-2, B-7, and R-15. The property is 18 acres, a portion of which will be incorporated into the Palisades Apartment Complex. and is currently vacant. This property is generally hilly as you go north and features a creek on the eastern side of the property. While this property abuts a neighborhood, it is generally buffered with mature trees so as to provide adequate separation from adjacent homes. The three homes that run along the northeast side of the parcel are all over 100' from their rear property lines.

Since the previous zoning amendment for the Palisades, the lot lines have been recombined to reflect the development area (See Appendix A on page 10). The properties owned by Virgil Mabe (NCPIN 2758646611) and Fred & Margaret Powell (NCPIN 2758647113) will remain zoned B-7 (see abutting property owners and zoning map on page 2). The Lakeside Terrace neighborhood is just east of the subject property and comprises the majority of adjacent property owners to the south and east. Bumgarner Camping Center is located southeast of the property and Autoworld of Lenoir is southwest of the property, both across 321. The Caldwell County Fairgrounds is around a half-mile south of the site, while the J.E. Broyhill Civic Center is about a half-mile north-west of the subject property.

Reason for Request

Southwood Realty is developing the site for a high-density apartment complex. While the original development entailed 140 units,

BACKGROUND AND ANALYSIS (CONT.)

the company acquired more property to develop 84 more units in a proposed second phase totaling 224 units. See page 11 for a proposed site plan of Phase 1 and 2 of this project. The newly acquired subject property is split-zoned B-2 (General Business), B-7 (Highway Business) and R-15 (Single-family Residential). R-15 only permits single-family homes and accessory dwellings/apartments, while permitted uses in B-2 run the gamut from single-family to high-density residential uses as well as functioning as Lenoir's most flexible commercial district. B-7 zoning was recently amended to clarify that high density multi-family is allowed (ZOA 1-25). However, Southwood Realty desires a single zoning district across phases 1 and 2 of the development. The applicant is interested in maintaining consistent zoning across the development area.

Zoning Analysis

The subject property is located in a peripheral area in the southern part of Lenoir, close to city limits where Lenoir and Hudson meet, and would contribute to an ever-pressing need for greater housing stock. In a sense, this area is centralized to both cities and would function well as a commuter community for local industry professionals, App State (Boone and Hickory campuses), and Caldwell Community College faculty and students. The 2045 Comprehensive Plan maintains that there is a need for housing diversity and calls for more missing middle housing in the City of Lenoir proper.

The R-15 portion of the property precludes any form of multi-family housing or commercial development from being built. The current split-zoning would only serve low-density residential and commercial opportunities in an inconsistent fashion. R-15, unlike B-2, is not flexible or highly permissible beyond single-family housing opportunities, whereas B-2 is considered the city's most flexible zoning district. Functionally, apart from B-2 being the most flexible and diverse zoning district, it also is strategically placed in areas where landowners should develop retail/commercial offerings in close proximity to housing. The Comprehensive Plan recommends that new housing developments become community spaces and are established as mixed-use zoning districts, which falls directly in line with what B-2 seeks to accomplish in many parts of Lenoir.

Prior to the reworking of the ordinance to explicitly allow high density multi-family developments, B-7 was considered as a potential solution to address low-density commercial areas with fewer design standards. This site can theoretically accommodate up to 360 multi-family dwelling units, but further analysis would need to be conducted to confirm that. At 202 units, the development is proposed to be around 11 dwelling units per acre.

The Lakeside Terrace neighborhood adjacent to the property will have little to no impacts from this rezoning, since the development will not share roads or access. There is a mature tree line on the subject property that provides a natural buffer between the two properties. That, along with hilly topography and the bank of the creek also provide adequate separation between future development on this tract and the neighborhood, so there are few if any possibilities of interaction.

One of the five guiding principles of the 2045 Comprehensive Plan is to expand housing options. There is limited housing stock in Lenoir, a lot of which is older, single-family homes that are increasingly unaffordable to current and potential residents. Multi-family housing addresses that concern and provides young families, young professionals, empty nesters, and the elderly with more reasonable offerings. B-2 is a viable zoning district along 321, providing flexible uses along a major transportation corridor.

The proposed development would address the need for greater, denser housing stock in Lenoir, especially to serve growing industry in Lenoir, Caldwell County, and the greater Unifour area. Southwood Realty has carried out several developments in western North Carolina with the vast majority of their developments breaking ground in Gastonia where their headquarters is located.

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. The current zoning district is intended essentially only for single-family housing, while the proposed zoning district permits a variety of housing types as well as commercial uses. The R-15 zoning district allows for single-family, while the B-2 and B-7 zoning districts allow for a mix of residential uses at all density levels, as well as a variety of commercial uses.

Comparison of Zoning Districts

	R-15	B-7	B-2
Development Standards	Min Lot Size– 15,000 SF	Min Lot Size - N/A	Min Lot Size - N/A
	Setbacks	Setbacks	Setbacks
	Front: 40'	Front: 50'	Front: 10'
	Side Yard: 15'	Side Yard: 10'	Side Yard: 0'
	Street Side Yard: 25'	Street Side Yard: 10'	Street Side Yard: 0'
	Minimum Rear Yard: 35'	Minimum Rear Yard: 10'	Minimum Rear Yard: 20'
Summary of Permitted Uses	Accessory Cottage or Apartment	Accessory Cottage or Apartment	Accessory Cottage or Apartment
	Dwelling, single family detached	Bed & Breakfast	Attached Dwellings (townhomes)
	For special uses see Section 600, Table A in Lenoir Zoning Ordinance	Cultural and Community Facilities	Bed & Breakfast
		Commercial Kennels	Dwelling, Single/Two-Family/Multi-family (medium and high density)/Group
		Day Care Centers	Billiards and Pool Halls
		Dwelling, Single/Two-Family/Multi-family (medium and high density)/Group	Day Care Centers
		Eating and drinking (w/ & w/o drive-thru)	Cultural and Community Facilities
		Greenhouses	Commercial Kennels
		Hospitals/Clinics	Eating and Drinking (w/ & w/o drive-thru)
		Hotels/Motels	Greenhouses
		Manufacturing & Processing: Boutique/Artisan/Light	Hospitals/Clinics
		Night Clubs	Hotels/Motels
		Office (medical/dental)	Manufacturing & Processing: Boutique/Artisan/Light
		Recreation (outdoor/indoor)	Night Clubs
		Retailing (light/intensive)	Office (medical/dental)
		Services (automotive/business and personal)	Recreation (outdoor/indoor)
		Shooting Range	Retailing (light/intensive)
		Studios and Specialty Schools	Services (automotive/business and personal)
		Veterinarians	Shooting Range
		Warehousing	Studios and Specialty Schools
			Veterinarians
			Warehousing

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 property as mixed-use, and is surrounded by medium-density residential and existing low-density residential. The 2045 Comprehensive Plan maintains that multi-family developments are overall appropriate and grades out at the highest level of appropriateness. The mixed-use district also recommends nine or more dwelling units per acre, and the area where this development will occur will exceed that. By changing the zoning designation from R-15 and B-7 to solely B-2, this area would have greater flexibility to achieve these policy concepts and potentially expand beyond just a residential development. 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 future residential development in a convenient and centralized location, which can be better served by city infrastructure when expanded.

PLANNING BOARD RECOMMENDATIONS

Planning Board recommends approval based upon the above consistency statement.

SITE PHOTO



SITE PHOTOS



Northern portion of site, 2083 Hickory Blvd property (pictured) not included)



View of central site from 321

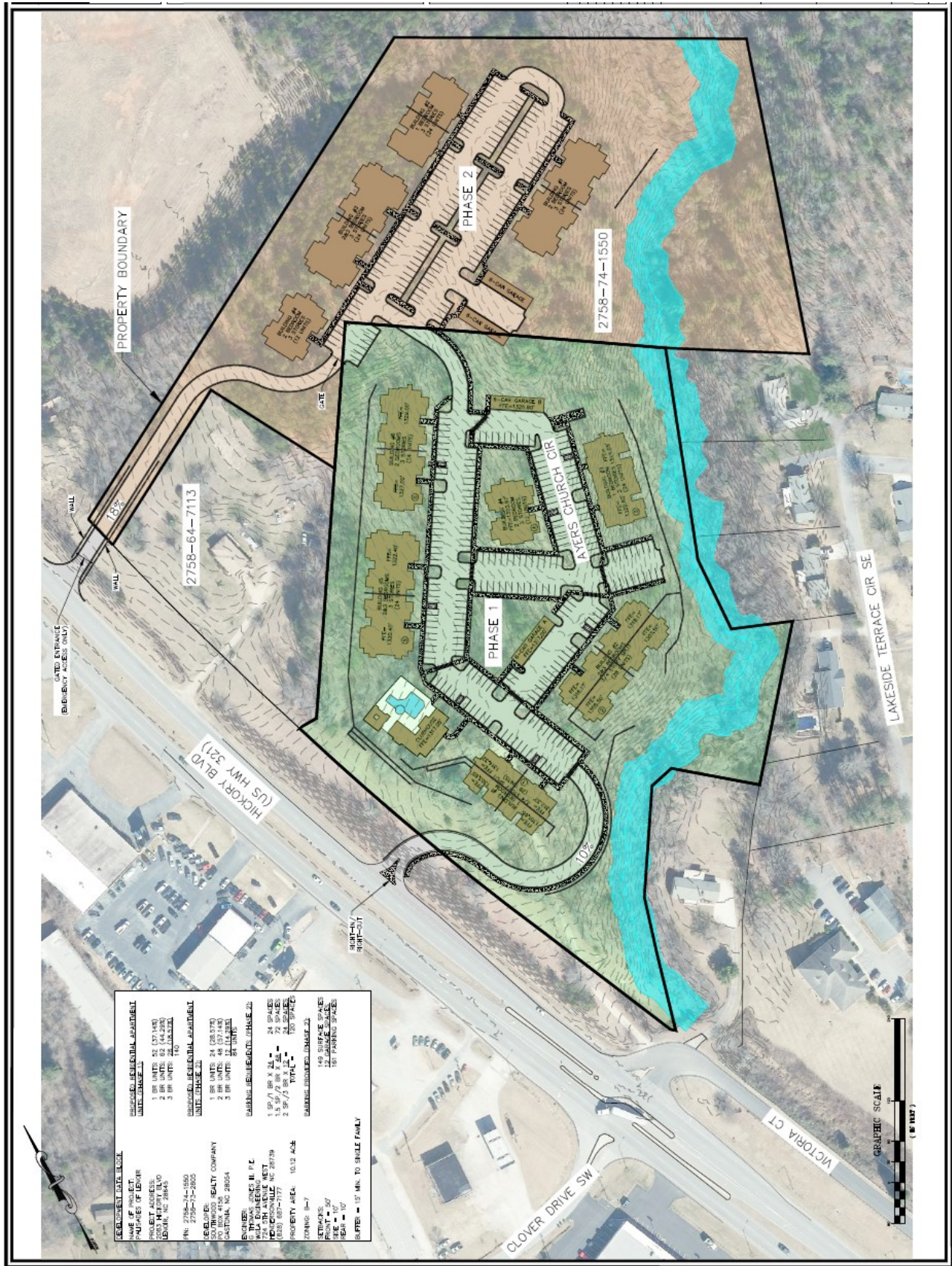


View of central and northern portion of site from 321



Southern portion of site visible from 321 facing Victoria Ct. and Lakeside Terrace Dr.

PROPOSED SITE PLAN



CITY OF LENOIR
COUNCIL ACTION FORM
November 4, 2025

I. Agenda Item:

Public hearing for ZOA 2-25: Ordinance Amendment regarding side and rear setbacks on historical lots (recorded before 1979).

II. Background Information:

There are over 1200 lots below minimum lot size within Lenoir's city limits, many of which pre-date modern zoning standards and may have legally nonconforming status due to lot size and setback encroachments. Dense lots in historic Lenoir neighborhoods such as Kentwood, West End, Freedman, and Lerinco would be granted rear and side yard setbacks proportionate to the size of the lot.

For example, if a 10,000 square foot lot is required and the lot is 7,500 square feet, a 25 percent reduction to side and rear setbacks is allowed.

This ordinance amendment identifies what properties are affected and how zoning standards would change for those properties Ordinance is attached.

III. Staff & Planning Board Recommendation:

Adoption of the attached ordinance along with the following consistency statement.

The proposed zoning amendment is consistent with the housing policy concepts in the 2045 Comprehensive Plan, encouraging equity and a well-rounded approach to housing where property owners are able to develop and restore the older housing stock in Lenoir. The 2045 plan recommends that Staff updates zoning regulations to allow for detached housing on smaller lots while maintaining balance with larger lots on the periphery. This zoning amendment is compatible with the goal of establishing neighborhood compatibility. Some neighborhoods with non-conforming lots have distinct neighborhood character, scale, and form. Updating the ordinance with this amendment would promote the maintenance of these neighborhoods and improve upon the character of other neighborhoods with lots that would be otherwise limited in improvement efforts.

IV. Reviewed by:

City Attorney: _____

Finance Director: _____

Hannah Williams

Planning Director: _____

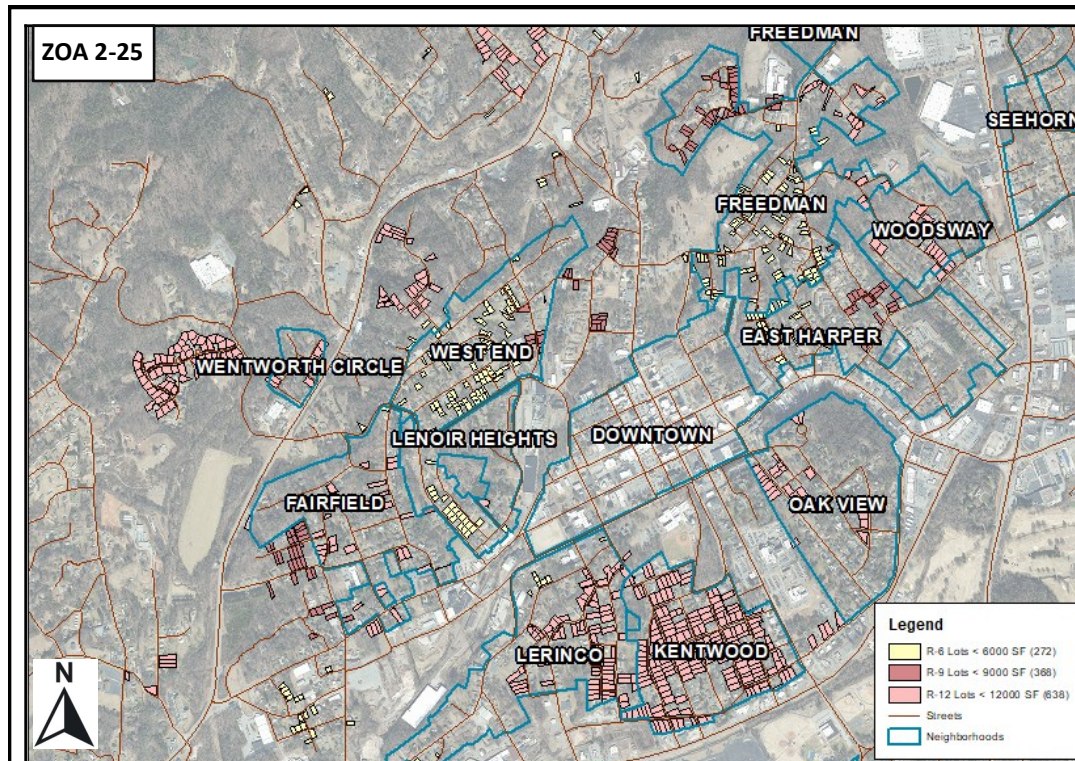
Staff Report

ZONING ORDINANCE AMENDMENT REQUEST

CASE NUMBER ZOA #2-25



AERIAL OF LOTS BELOW MINIMUM LOT SIZE



Ordinance amendment would affect future development prospects on over 1200 lots.

Note: Map does not encompass all lots below minimum lot size.

SUMMARY

Owner

N/A

Applicant

Richard Meadlock

Location

Citywide

NC PIN

Citywide

Project Planners

Hannah Williams, AICP, CZO

Matt Duchan

Updated October 21, 2025

Applicant's Request:

The applicant is requesting a text amendment to allow non-conforming lots created prior to Lenoir Zoning Ordinance (1979) to have rear and side yard setbacks proportionate to the size of the lot.

Staff Recommendation:

Approval of the proposed amendment process outlined in this staff report.

Planning Board Recommendation:

Approval of the proposed amendment, based upon the consistency statement provided by staff on page 5.

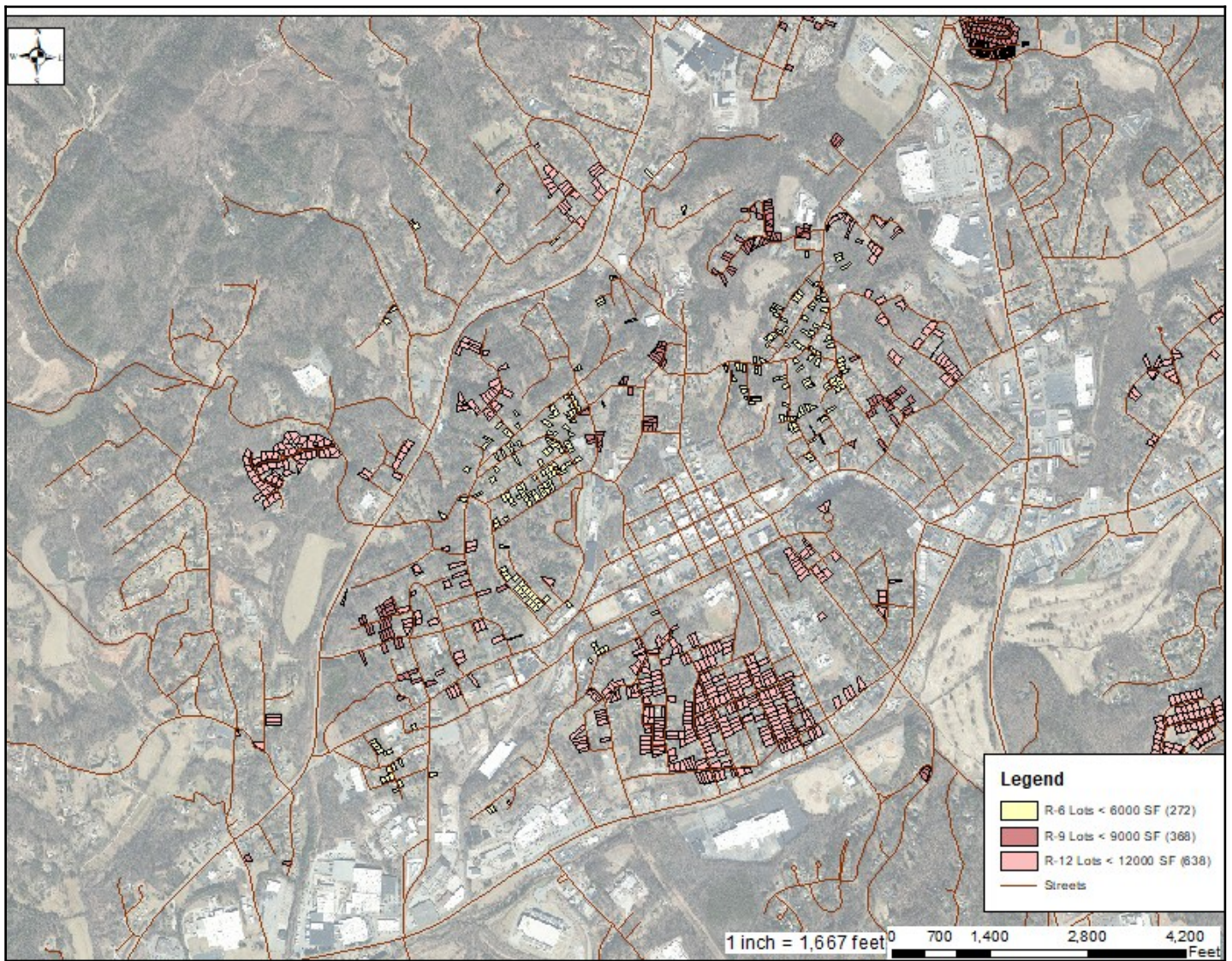
Public Comment:

Planning Board Meeting: October 13, 2025.

City Council (Public Hearing): Scheduled for November 4, 2025.

LOTS BELOW MINIMUM LOT SIZE IN CITY LIMITS

There are 1,268 lots below minimum lot size within Lenoir's city limits. Many lots were established prior to the passing of the Lenoir Zoning Ordinance, and may have legally nonconforming status due to lot size and setback encroachments.



BACKGROUND AND ANALYSIS

Intent of Zoning Amendments

Zoning amendments are an essential component of planning and community development. Without the ability to amend zoning code, rules and regulations would remain static throughout history without policymakers and decision makers having the power to recommend and contribute to growth and change. Zoning amendments can be initiated by planning staff, the Planning Board, City Council, or a property owner (or someone financially influenced by the property (or properties) in question).

Through the zoning amendment process, stakeholders are afforded the right to make reasonable and suitable changes to their properties. These properties are governed by the Lenoir Zoning Ordinance within the confines of recommendations of the Comprehensive Plan as well as reasonable, suitable, or pragmatic planning practices where appropriate.

Citywide Amendment

The properties affected by the proposed ordinance amendment are located in all areas of Lenoir. Some of the neighborhoods where the amendment would have the greatest effect are in historic neighborhoods, including Kentwood Park, West End, Lerinco, and Freedman. Several other neighborhoods that have small lot sizes are planned unit developments (PUDs), so while they may be under minimum lot size, the PUD approval process provides different zoning regulations such as setback reductions, stormwater and built-upon area requirements, and areas of dedicated open space. Older neighborhoods are those that would be most likely to benefit from this amendment given that many of those properties pre-date zoning standards that were implemented in the late 1970s. See pages 6 through 8 for maps of historic neighborhoods with undersized lots.

Proposed Amendments

The proposed amendment text is as follows:

Non-conforming lots below the minimum lot size, recorded prior to 1979 may be granted rear and side yard setbacks proportionate to the size of the lot. For example, if a 10,000 square foot lot is required and the lot is 7,500 square feet, a 25 percent reduction to side and rear setbacks is allowed.

The amendment to the ordinance would entail evaluating lots below minimum lot size and identifying the percentage a lot is below minimum lot size and adjusting rear and side setbacks accordingly.

Section 506 of the Zoning Code states that “no yard or lot existing at the time of passage of this ordinance shall be reduced in dimension or area below the minimum requirements set forth herein. Yards or lots created after the effective date of this ordinance shall meet at least the minimum requirements established by this ordinance.” Effectively, this amendment would further prevent that possibility given that any standalone lots already under minimum lot size would have the opportunity to meet these new setback standards provided that a permit application or survey for review is submitted.

Reason for Request

The applicant added an awning to the side door of his home to provide a covered entry. The awning encroaches into the side setback by three feet. The required setback is 10 feet. Under the proposed text amendment, a 7-foot setback would apply and considered as conforming to the code.

BACKGROUND AND ANALYSIS (CONT.)

Setback Variances Common

Some of the most common hurdles the Planning Department comes across in terms of site development on historic lots are required setbacks. Setback variances are the most common variances. The purchase and knowledge of a non-conforming lot does not make a hardship self-created. In the case of the most recent variance approval at 530-A Wheeler Street, the lot in question was around 3700 square feet and the applicant was planning to build a duplex, and under standard zoning regulations the buildable area was around 250 square feet. With this proposed amendment in place, setbacks would be reduced to 10 feet on front and rear setbacks and 5 feet on the side. The variance reduced front, rear, and side setbacks all to 10 feet. The proposed amendment could effectively help to reduce variance requests.



Original Building Envelope
Before Variance 1-25 at 530A Wheeler Street



Approved Building Envelope
Variance 1-25 at 530A Wheeler Street

Section 710—Special Front Yard Requirements in Developed Areas

Section 710 was established to assist built-upon lots with front yard setbacks where it would otherwise be impossible. The code reads as follows: “The front yard requirements of this ordinance shall not apply to any lot where the average front yard on already built upon lots located wholly or in part within one hundred (100) feet on each side of such lot and within the same block and zoning district and fronting on the same street as such lot, is less than the minimum, but not less than the average of the existing setbacks on the developed lots; provided however, the front yard on such lot shall not be less than one half of the required front yard.”

This section demonstrates flexibility on historic lots in established neighborhoods, much like those eligible for the proposed amendment. Allowing side and rear setback reductions, exempting older, small properties from by-right zoning restrictions, is a natural next step towards equity in planning in the City of Lenoir.

CONSISTENCY STATEMENT/STAFF RECOMMENDATIONS

Consistency with the Comprehensive Plan/Reasonableness of Amendment

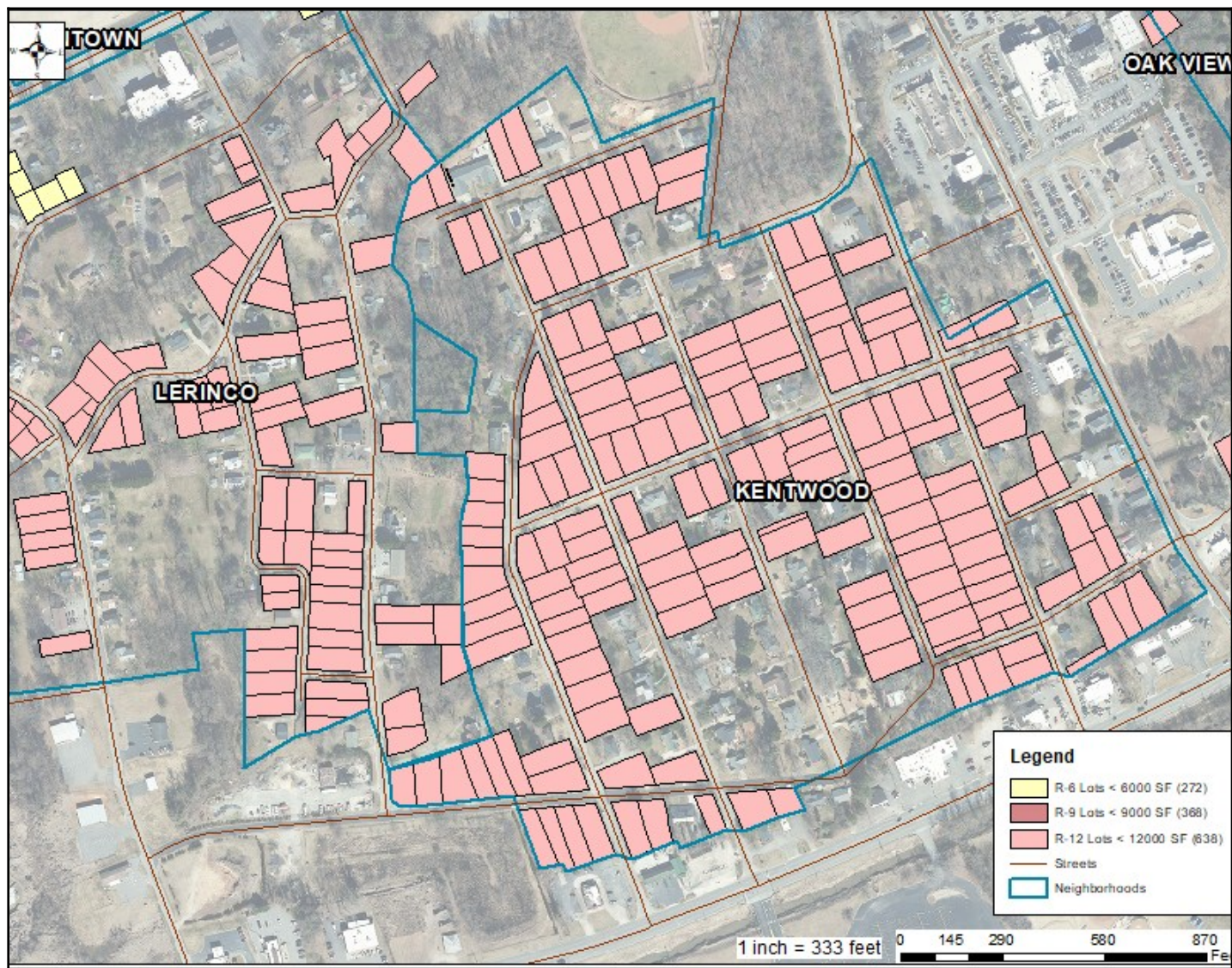
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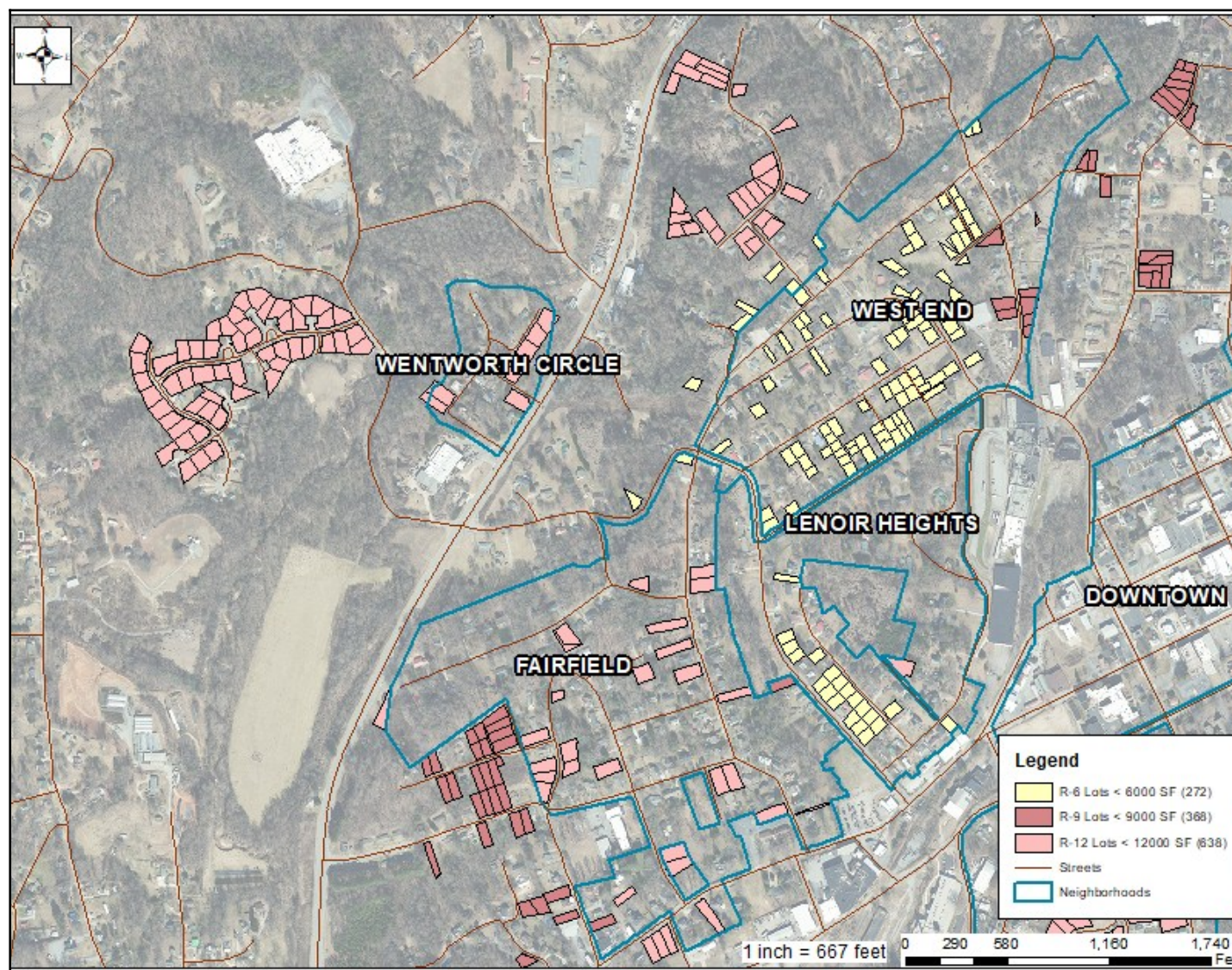
PLANNING BOARD RECOMMENDATIONS

Planning Board recommends approval of the zoning ordinance amendment and adopts the consistency statement above.

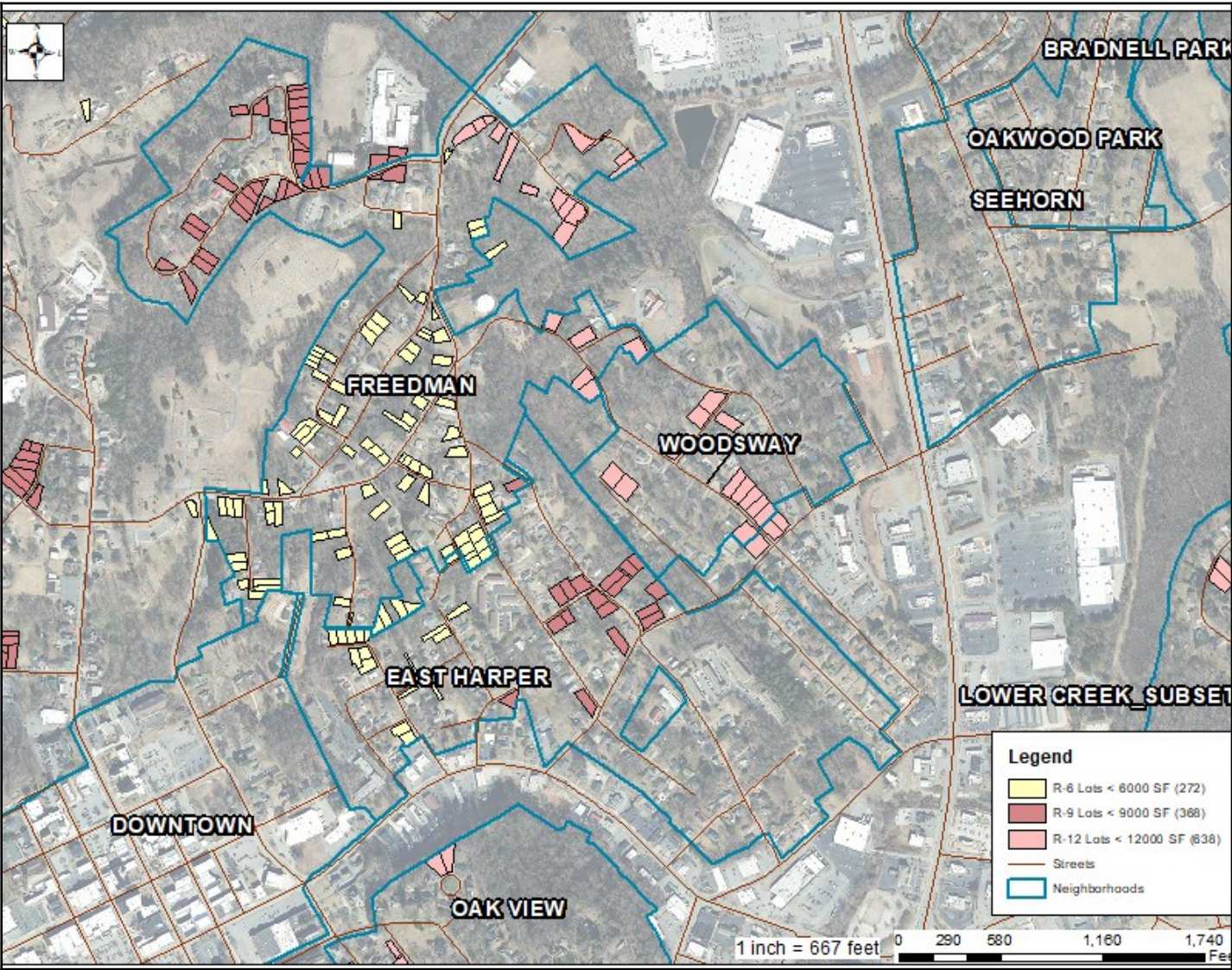
LERINCO & KENTWOOD



WEST LENOIR NEIGHBORHOODS



NEIGHBORHOODS NORTH OF DOWNTOWN



**AN ORDINANCE OF THE CITY COUNCIL OF LENOIR, NORTH
CAROLINA, AMENDING APPENDIX A OF THE CITY OF LENOIR
CODE OF ORDINANCES RELATED TO SETBACK REDUCTIONS
PROPORTIONAL TO LOT SIZE PROVIDING FOR CODIFICATION,
AND AN EFFECTIVE DATE.**

Whereas, the Lenoir Zoning Ordinance establishes setbacks which provide minimum distances between structures and boundary lines in order to ensure safety, maintain privacy, ensure visual order; and

Whereas, applying the full setback regulations on lots that do not meet the zoning district minimum lot size can reduce buildable area, preventing upgrades to existing housing stock; and

Whereas, the proposed amendment introduces a proportional setback standard that scales requirements to historic lot size, promoting flexibility while maintaining the character and function of established neighborhoods; and

Whereas, the Lenoir Planning Board and City Council find that this amendment supports compact, efficient land use and encourages reinvestment in existing developed areas and is consistent with the goals of the City's Comprehensive Plan to promote housing diversity, equitable development standards, and sustainable growth patterns; and

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

SECTION 1. Appendix A, Article VII, of the Code of Ordinances, City of Lenoir, North Carolina, is hereby amended to read as follows:

710 Setback Exceptions - A modification of the minimum required yard or setback is permitted under the following specific conditions:

710.1 Special Front Yard Requirements in Developed Areas - The front yard requirements of this ordinance shall not apply to any lot where the average front yard on already built upon lots located wholly or in part within one hundred (100) feet on each side of such lot and within the same block and zoning district and fronting on the same

street as such lot, is less than the minimum, but not less than the average of the existing setbacks on the developed lots; provided however, the front yard on such lot shall not be less than one half of the required front yard.

710.2 Rear and Side Yard Encroachments – Lots of record established prior to 1979 that do not meet the minimum lot size may be granted reduced rear and side yard setbacks proportionate to the size of the lot. For example, where a 10,000 square foot lot is required and the lot contains 7,500 square feet, a 25 percent reduction to side and rear setbacks is allowed.

SECTION 2. 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 3. 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, this ___ day of _____ and this ___ day of _____, 2025.

DONE, THE PUBLIC HEARING, 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 _____ day of _____, 2025.

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.]****

**LENOIR CITY COUNCIL
MEETING MINUTES
TUESDAY, OCTOBER 21, 2025
6:00 P.M.**

- PRESENT:** Mayor Joe Gibbons presiding. Mayor Pro-Tem David Stevens, Councilmembers present were Jonathan Beal, Ike Perkins, Ralph Prestwood, Kimmie Rogers, Crissy Thomas, City Manager Scott Hildebran, City Clerk Lauren Hartley and Attorney Will Sparks.
- CITY STAFF:** In attendance was Finance Director Donna Bean, Public Services Public Works Director Jon Hogan, Communication & Public Information Director Joshua Harris, Fire Chief Norman Staines, Police Chief Andy Wilson, Planning Director Hannah Williams, Economic Development Main Street Director Brenda Floyd.
- ABSENT:** Councilmember Todd Perdue, City Attorney Timothy Rohr, Parks & Recreation Director Phil Harper, Public Services Public Utilities Director Jeff Church.

I. CALL TO ORDER

- A. Mayor Gibbons stated Dee Freeman, a Lenoir native, has passed away. He had a 36-year career in local government, beginning as an Administrative Assistant for Lenoir Manager Lewis Price. He managed four North Carolina cities, including Hudson, Maiden, Brevard and Shelby and retired as Executive Director of the Triangle J Council of Governments in Raleigh. Dee later served as NC Secretary of Environment and Natural Resources for Governor Beverly Perdue from 2009-2013. He was well respected and will be missed in the community. Please keep his family in your thoughts and prayers.
- B. Mayor Gibbons asked for everyone to please keep the City of Lenoir Parks & Recreation Director Phil Harper in your thoughts and prayers as he is recovering from a surgery.
- C. Mayor Gibbons recognized Boy Scout Ryan Simms with Troop 241 for attending the meeting to earn his Citizenship in the Community Merit Badge.
- D. The meeting was opened by a moment of silence and the pledge of allegiance as led by Mayor Gibbons.
- E. Councilmember Thomas spoke about the annual Turkey Tuesday giveaway, which will be held November 25. They are currently asking for donations of turkeys. Councilmember Thomas stated this is a community event and is about the act of giving. She encouraged everyone to come out and volunteer.

II. MATTERS SCHEDULED FOR PUBLIC HEARING:

III. CONSENT AGENDA ITEMS:

- A. Minutes: Approval of the City Council minutes of the meeting of Tuesday, October 7, 2025, as submitted.
- B. Contract Amendment NO. 1: Lenoir Fire Department Infrastructure Repair (Stormwater). The City of Lenoir approved a contract on July 19, 2023, with W.K. Dickson & Co., LLC d/b/a Ardurra Group for a project on a collapsed storm pipe located at 602 Harper Ave NW. This amendment will extend the time of services (contract) to August 31, 2026. Staff recommends approval of the Contract For Services Amendment NO. 1. (A copy of the Contract Amendment is attached to these minutes as

information).

- C. Authorizing Resolution: NC Commerce Small Business Infrastructure Grant Program: A local developer needs to relocate a stream at their historic building, which will require the City to make infrastructure changes. Staff recommends approval of the resolution authorizing the City Manager to execute and file a grant application for approximately \$500,000 for the proposed Steele Cotton Mill Stormwater Project. (A copy of the Authorizing Resolution is attached to these minutes as information).
- D. Land & Easement Acquisition for Stormwater Improvements, The Campus: Authorize the City Attorney and City Manager to proceed with executing the necessary documents to acquire:
 - #1 – 0.24 acres of the 0.414316-acre lot (NCPIN 2749665644, Parcel ID 06-13-1-3) located on West Avenue from Larkin Cowles Bentley Revocable Trust as shown on the enclosed plat, and
 - #2 – a 30' temporary construction drainage easement and a 15" permanent drainage easement (NCPIN 2749668509, Parcel ID 06-13-1-14 and NCPIN 2749668671, Parcel ID 06-13-1-13) located on Harper Avenue from Luis Alberto Hernandez as shown on the enclosed plat for \$1.00. (A copy of the Land & Easement Acquisition is attached to these minutes as information).

Upon a motion by Mayor Pro-Tem Stevens, City Council voted 6 to 0 to adopt the above listed items (A through D) on the Consent Agenda as listed and recommended.

IV. REQUESTS AND PETITIONS OF CITIZENS

V. REPORTS OF BOARDS AND COMMISSIONS

VI. REPORT AND RECOMMENDATIONS OF THE CITY MANAGER

- 1. Items of Information
 - 1. The Business @ the Border will be held October 23, 2025, from 4:30 to 7:00 p.m. at the Foothills Regional Airport.
 - 2. The Foothills Regional Airport Authority will meet on Wednesday, October 29, at noon.
 - 3. The Committee of the Whole will meet on Tuesday, October 28, at 8:30 a.m. at City Hall, Third Floor.
 - 4. The Downtown Spooktacular event will be held on Friday, October 31, from 4:00 to 6:00 p.m. in Downtown Lenoir.
 - 5. The Trunk or Treat event will be held at the Martin Luther King Jr. Center on October 30 from 5:00 to 7:00 p.m.
 - 6. Early voting will continue to be held at the Caldwell Resource Center (former Library) Friday, October 24, Monday, October 27 to Friday, October 31, each weekday from 8:00 a.m. to 5:00 p.m., and Saturday, November 1, 8:00 a.m. to 3:00 p.m. Election Day is Tuesday, November 4.
- A. Items for Council Action
 - 1. Minimum Housing Order; 311 Sharon Ave NW: Staff recommends approval of an Order of Abatement directing staff to proceed with the demolition and removal of the structure located at 311 Sharon Ave NW, Parcel-ID 09 49 3 4 and NCPIN #2759192535, as submitted.

A copy of the recorded Minimum Housing Ordinance is attached to these minutes as information.

City Manager Scott Hildebran stated staff recommends demolition. The property owner letter and notice of the hearing were included in the agenda packet.

Upon a motion by Councilmember Beal, City Council voted 6 to 0 to approve the Order of Abatement for 311 Sharon Ave NW, as submitted.

2. Minimum Housing Order; 118 Plymouth Road SE: Staff recommends approval of an Order of Abatement directing Staff to proceed with the demolition and removal of the structure located at 118 Plymouth Road SE, Parcel-ID 09133 1 15 and NCPIN #2758934516, as submitted.

A copy of the recorded Minimum Housing Ordinance is attached to these minutes as information.

City Manager Scott Hildebran stated this structure has been vacant for a number of years, but someone does live there currently. The City has been working with the Western Piedmont Council of Governments to help find other housing for them. This address has received 151 calls for service in the past five years, there has also been an abatement on the property with cleanup of debris costing \$7350.78. The taxes have not been paid on this structure in the last 10 years.

City Manager Scott Hildebran stated staff recommends demolition. The property owner letter and notice of the hearing were included in the agenda packet.

Upon a motion by Councilmember Thomas, City Council voted 6 to 0 to approve the Order of Abatement for 118 Plymouth Road SE, as submitted.

VII. REPORT AND RECOMMENDATIONS OF THE CITY ATTORNEY

VIII. REPORT AND RECOMMENDATIONS OF THE MAYOR

City Manager Scott Hildebran congratulated Mayor Gibbons and Junie Bradshaw for being recognized for a Special Service Award at the Appalachian State game by the Appalachian State Formal Athletes Association.

Mayor Gibbons encouraged everyone to go vote. He said this is important to keep the government and all municipalities going.

Mayor Gibbons asked for any public comments to come forward.

IX. REPORT AND RECOMMENDATIONS OF COUNCILMEMBERS

X. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:17 p.m.

Lauren Hartley, City Clerk

Joseph L. Gibbons, Mayor

**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. **Agenda Item:** Contract Amendment #1: LFD Infrastructure Repair (Stormwater); Staff recommends City Council approval of Contract Amendment No.1 with W.K. Dickson & Co., LLC d/b/a Ardurra Group to extend the time of Performance for LFD Infrastructure Repair services until August 31, 2026 with no additional fees.
- II. **Background Information:** The City of Lenoir approved a contract for the Lenoir-Fire Department Infrastructure Repair #202330663.RA on July 19, 2023 with W.K. Dickson & Co., LLC d/b/a Ardurra Group North Carolina as the city's engineering design consultant. The goal of this project was to design and develop the most efficient and economic repair and or replacement of a collapsed 42" CMP Storm pipe running parallel to Lenoir Fire Station #1 located at 602 Harper Ave NW, Lenoir, NC (NCPIN#27498765549). The Scope of work included survey preparation of engineering report, design engineering/plans and specifications, permitting, prequalification of bidders, bidding and award, construction oversight and administration and construction close-out and provision of as-constructed drawings for a total not to exceed \$546,366.00. The project was let in May of 2024 with no responsive bidders. It was decided at that time to bisect the project into 2 Phases and remove the utility relocation portion of the project to create a more manageable project for contractors. Since then the utility relocation portion or Phase 1 of the project has been designed, bid, awarded and is scheduled to begin construction in November. Phase II of the project will be the replacement of the 42" CMP storm pipe and shoring of the Fire Station #1 facility. W.K. Dickson & Co., LLC d/b/a Ardurra Group North Carolina have submitted Contract for Services Amendment NO.1 Additional Services Authorization (please see attachment Amendment NO.1/Attachment #1). This amendment will extend the time of services (contract) for additional services to August 31, 2026. The scope of work includes the redesign that incorporates the adjacent utility relocation project or Phase 5 Task 04: Final Design Submittal, which includes Sealed Final Design Plan Set and Final Design with Opinion of Probable Cost. Also, Phase 07 Task 01: Final Design Submittal -100% Plans Released for Bid, which includes prequalification of bidders, bidding and award services and recommendation of the contractor.
Please note that the total Contract lump sum will not change since the fee will be reallocated within the existing contract.
- III. **Staff Recommendation:** Based on W.K. Dickson & Co., LLC d/b/a Ardurra Groups previous work on this project staff recommends approval of Contract For Services Amendment NO.1 in order to get Phase II of the project out for bid by January 2026.
- IV. **Reviewed By:**
- City Attorney:**
- Public Works/Public Utilities Director:** JH
- City Manager:**



CONTRACT FOR SERVICES AMENDMENT NO. 1

ADDITIONAL SERVICES AUTHORIZATION

The following modifications to the contract ("Contract") for Lenior – Fire Department Infrastructure Repair #20230663.00.RA dated July 19, 2023 between City of Lenior (OWNER) and W.K. Dickson & Co., LLC d/b/a Ardurra Group North Carolina (CONSULTANT) are authorized.

1. SCOPE OF SERVICES.

The Scope of Work for this Amendment is included as Attachment #1.

2. TIME OF PERFORMANCE. CONSULTANT's time of performance for the above additional services shall be extended to August 31, 2026.
3. COMPENSATION. The total Contract lump sum will not change since this fee will be reallocated within the existing contract.

All other terms of the Contract remain unchanged.

OWNER:

CITY OF LENIOR

By: _____

Name: _____

Title: _____

Date: _____

[Signature]

Scott Hildebrand

City Manager

10/22/2025

CONSULTANT:

W.K. DICKSON & CO., LLC d/b/a
Ardurra Group North Carolina

By: _____

Name: _____

Title: _____

Date: _____

[Signature]

Marc Horstman, PE

Watershed Services Group Leader

9-23-25

Attachment #1

This Scope of Work is for the Lenior – Fire Department Infrastructure Repair project that will incorporate updates to the design plans resulting from an adjacent City sewer project and will also include the following Bid Phase Services.

➤ **Phase 05 Task 04: Final Design Submittal (100% Plans – Released for Bid)**

The CONSULTANT shall develop final design plans and specifications in sufficient form and detail for the OWNER to bid the construction contracts. The final design shall include the final version of items required in the Draft Final Design (60%) submittal and will include a redesign that incorporates the adjacent City sewer project. This effort assumes one draft submittal to the OWNER for a final review and incorporation of their comments, a site visit to confirm any changes prior to bidding, and updating the Project Manual as needed to reflect these design changes.

Task 5.4 Deliverables (Digital Submittal):

- *Final Design - Plan Set (Sealed - Released for Bid)*
- *Final Design – Opinion of Probable Construction Cost (OPCC)*

➤ **Phase 07 Task 01: Final Design Submittal (100% Plans – Released for Bid)**

The CONSULTANT will provide the following bid services for the project, including:

- Preparation of construction bidding documents, proposal bid forms, and bond forms;
- Reproduction of the plans and documents for bidding;
- Advertise the project;
- Maintenance of the bidder's log;
- Attending and conducting the pre-bid meeting;
- Attending and conducting up to two (2) bid openings (do not anticipate getting three bidders the first round);
- Issue up to two (2) addendums;
- Provide clarifications and information as requested by bidders;
- Tabulation of the bids received;
- Reviewing the bid packages for compliance with the contract requirements; and
- Recommendation of the contractor.

Lenoir Fire Department Infrastructure Repair Fee Reallocation #1

Phase	Task	Description	Fee	Fee Remaining	Fee Spend	Fee Deduct	Fee Increase	Updated Fee
01	1	NC Golden Leaf Foundation Application (Hrly)	\$5,410.00	\$4.50	\$5,405.50	\$ 4.50	\$ -	\$5,405.50
	2	NCDPS Non-Specific Funding Assessment (Hrly)	\$820.00	\$73.50	\$746.50	\$ 73.50	\$ -	\$746.50
02	1	Project Administration	\$16,332.00	\$0.00	\$16,332.00	\$ -	\$ -	\$16,332.00
	2	Colliers - Field and Subsurface Survey	\$23,397.00	\$0.00	\$23,397.00	\$ -	\$ -	\$23,397.00
03	1	Colliers - Test Holes	\$17,017.00	\$0.00	\$17,017.00	\$ -	\$ -	\$17,017.00
	2	Colliers - Property and Storm Drainage Easement Acquisition Assistance	\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$0.00
04	1	Survey Project Administration	\$4,886.00	\$0.00	\$4,886.00	\$ -	\$ -	\$4,886.00
	2	CVET - Geotechnical and Environmental Evaluation	\$38,500.00	\$0.00	\$38,500.00	\$ -	\$ -	\$38,500.00
05	1	Geotechnical Project Administration	\$2,586.00	\$0.00	\$2,586.00	\$ -	\$ -	\$2,586.00
	2	Existing Conditions H&H Evaluation	\$4,056.00	\$0.00	\$4,056.00	\$ -	\$ -	\$4,056.00
	3	Proposed Alternatives H&H Evaluation	\$5,950.00	\$0.00	\$5,950.00	\$ -	\$ -	\$5,950.00
	4	Draft Design Submittal (60% Plans)	\$30,109.00	\$0.00	\$30,109.00	\$ -	\$ -	\$30,109.00
	5	Final Design Submittal (100% Plans - Released for Bid)	\$18,492.00	\$0.00	\$18,492.00	\$ -	\$ 8,000.00	\$26,492.00
	6	Project Manual Preparation	\$29,162.00	\$0.00	\$29,162.00	\$ -	\$ -	\$29,162.00
06	1	Public Utility Coordination	\$4,270.00	\$0.00	\$4,270.00	\$ -	\$ -	\$4,270.00
	2	Permitting	\$7,927.00	\$0.00	\$7,927.00	\$ -	\$ -	\$7,927.00
07	1	Bid Phase Services	\$15,456.00	\$0.00	\$15,456.00	\$ -	\$ 11,000.00	\$26,456.00
	2	Project Management (Hrly)	\$13,814.00	\$13,814.00	\$0.00	\$ -	\$ -	\$13,814.00
08	1	Construction Administration (Hrly)	\$102,102.00	\$102,102.00	\$0.00	\$ -	\$ -	\$102,102.00
	2	Resident Project Representative Management (Hrly)	\$184,080.00	\$184,080.00	\$0.00	\$ -	\$ -	\$184,080.00
09	1	Unspecified Additional Services	\$20,000.00	\$19,050.00	\$950.00	\$ 19,722.00	\$ -	\$278.00
	2	Reimbursables	\$2,000.00	\$0.00	\$2,000.00	\$ -	\$ 800.00	\$2,800.00
Totals			\$546,366.00	\$319,124.00	\$227,242.00	\$19,800.00	\$19,800.00	\$546,366.00

**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. Agenda Item:** Authorizing Resolution: NC Commerce Small Business Infrastructure Grant Program: Staff recommends approval of the submitted resolution authorizing the City Manager to execute and file a grant application for approximately \$500,000 for the proposed Steele Cotton Mill Stormwater Project.
- II. Background Information:** A local developer needs to relocate a stream that runs underneath their historic building. This stream relocation will require the City of Lenoir to make infrastructure changes to allow for proper runoff of stormwater to avoid flooding in the area, which could affect area businesses. It is proposed to reroute the stormwater from College Avenue and Harper Avenue to join the infrastructure just West of Steele Street. A concrete junction box will be constructed under Steele Street where the corrugated piping begins to connect the stormwater from both College Avenue and Harper Avenue into this box. Completing this project will result in improved stormwater management and allow for the redevelopment of the property for much needed housing. This property is a locally designated Historic Landmark and is on the National Register of Historic Places. This downtown area is also located in a US Qualified Opportunity Zone.

The estimate to make these stormwater infrastructure improvements is \$500,000.

The NC Commerce Small Business Infrastructure Grant Program (SmBIZ) offers grants to local governments to assist in restoring or expanding small businesses' ability to attract customers to business districts to help retain business, expand access, spur private investment to create stability, and leverage resources to create resiliency and economic growth. The related infrastructure projects will target and support small businesses that employ 150 or fewer employees. Funding is awarded on a first-come, first-served basis.

The Western Piedmont Council of Government is assisting with the grant application & administration.

- III. Staff Recommendation:** Staff recommends City Council approve the Authorization Resolution as presented.
- IV. Reviewed by:**
- City Attorney:** _____
- Finance Director:** _____
- City Manager:** _____

**Authorizing Resolution for
Application for North Carolina Department of Commerce
Small Business Infrastructure Grant Program (SmBIZ)
Rural Engagement & Investment Program
Steele Cotton Stormwater Project**

WHEREAS, the City Council of the City of Lenoir desires to assist in Hurricane Helene recovery efforts within the City of Lenoir; and,

WHEREAS, the City Council fully supports the proposed Steele Cotton Mill Stormwater Project which will result in the rerouting of stormwater and construction of a concrete junction box on Steele Street to support small businesses in downtown Lenoir which will improve stormwater collection along College Avenue and Harper Avenue, and

WHEREAS, these proposed improvements will also assist in the stabilization of J.M. Bernhardt Planing Mill and Box Factory (Steele Cotton Mill), an old historic mill located on the National Register of Historic Places and which is located in a US Qualified Opportunity Zone, and

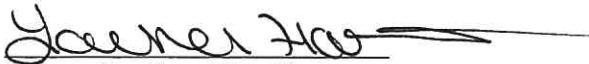
WHEREAS, the City Council wishes to pursue a formal application in the amount of \$500,000 from the North Carolina Department of Commerce, Small Business Infrastructure Grant Program (SmBIZ) Rural Engagement & Investment Program for these proposed improvements;

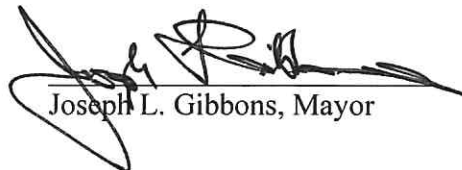
NOW, THEREFORE, BE IT RESOLVED, by City Council of the City of Lenoir that Scott Hildebran, City Manager, and successors so titled is hereby authorized to execute and file application on behalf of the City of Lenoir with the Department of Commerce for grant assistance in the development of the project described above; and

This Resolution shall take effect immediately upon its adoption.

Adopted this the 21st day of October, 2025.

Attest:


Lauren Hartley, City Clerk


Joseph L. Gibbons, Mayor



NC DEPARTMENT
of COMMERCE
RURAL ECONOMIC
DEVELOPMENT

Small Business Infrastructure Grant Program

Local Government Certifications

The attached statements and exhibits are hereby made part of this application, and the undersigned representative of the applicant certifies that the information in this application and the attached statements and exhibits are true, correct, and complete to the best of the signatory's knowledge and belief. The signatory further certifies:

- 1 that, as Authorized Representative, the signatory has been authorized to file this application by formal action of the governing body;
- 2 that the governing body agrees that if a grant is awarded, the applicant will provide proper and timely submittal of all documentation requested by the Grantor Agency;
- 3 that the applicant has substantially complied with or will comply with all federal, state, and local laws, rules, regulations, and ordinances as applicable to this project;
- 4 that the applicant has analyzed the listed business or businesses and determined that they meet the Program requirements regarding location, employment numbers, and adverse impact;
- 5 that the project is in accordance with the location, infrastructure needs, and adverse impact requirements of the Program; and
- 6 that the county which the applicant sits and in which the project will take place has not received the maximum total funds it is allowed under the Program.


Signature of Local Government Chief Elected Official

Joseph L. Gibbons

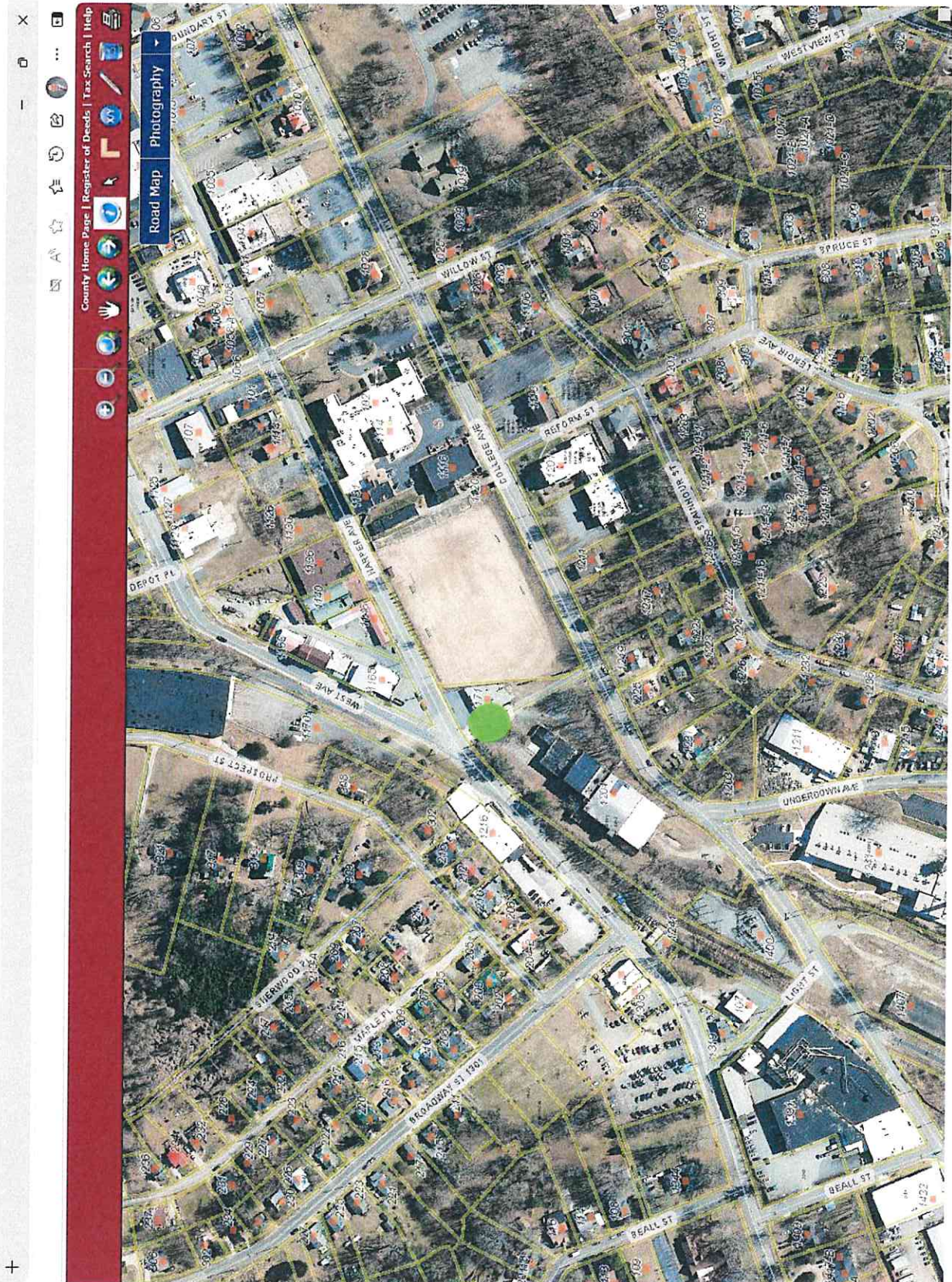
Typed Name

Mayor

Typed Title

October 21, 2025

Date



**CITY OF LENOIR
COUNCIL ACTION FORM**

- I. Agenda Item:** Land & Easement Acquisition for Stormwater Improvements, The Campus: Authorize the City Attorney and City Manager to proceed with executing the necessary documents to acquire:
 #1 – 0.24 acres of the 0.414316-acre lot (NCPIN 2749665644, Parcel ID 06-13-1-3) located on West Avenue from Larkin Cowles Bentley Revocable Trust as shown on the enclosed plat, and
 #2 – a 30' temporary construction drainage easement and a 15" permanent drainage easement (NCPIN 2749668509, Parcel ID 06-13-1-14 and NCPIN 2749668671, Parcel ID 06-13-1-13) located on Harper Avenue from Luis Alberto Hernandez as shown on the enclosed plat for \$1.00.
- II. Background Information:** The City owns property adjacent to these parcels and plans to construct an Overmountain Victory Trail Pavilion on the city-owned land as part of The Campus Project. The property and easement acquisitions will allow for the implementation of stormwater measures required for the development.

Both property owners have been receptive to the City for these land and easement acquisitions for stormwater purposes.

A plat showing the Larkin property and the Hernandez easement (and vicinity maps) are enclosed for your information.

- III. Staff Recommendation:** Authorize the City Attorney and City Manager to proceed with executing the necessary documents to acquire:
 #1 – 0.24 acres of the 0.414316-acre lot (NCPIN 2749665644, Parcel ID 06-13-1-3) located on West Avenue from Larkin Cowles Bentley Revocable Trust as shown on the enclosed plat, and
 #2 – a 30' temporary construction drainage easement and a 15" permanent drainage easement (NCPIN 2749668509, Parcel ID 06-13-1-14 and NCPIN 2749668671, Parcel ID 06-13-1-13) located on Harper Avenue from Luis Alberto Hernandez as shown on the enclosed plat for \$1.00.

IV. Reviewed By:

Special Projects:

City Attorney:

City Manager:

I, Phillip B. White, certify that this map was drawn under my supervision from an actual survey made under my supervision using GNSS Real Time Kinematic field procedures; that the boundaries not surveyed are clearly indicated and drawn from information found in deed books as shown; that the positional accuracy standard does not exceed 0.10 feet plus 50 ppm measured relative to the property corners used. [(21 NCAC 56.1603)]; that this map meets the requirements of The Standards of Practice for Land Surveying in North Carolina (21 NCAC 1600); that this plat was prepared in accordance with G.S. 47-30 as amended.

I also hereby certify that this survey is of the following category as described in G.S. 47-30 (F)(11)(d): That the survey is of another category, such as the recombination of existing parcels, a court ordered survey, or other exemption or exception to the definition of subdivision.

Witness my Original Signature, License Number, and Seal
this 25th Day of August A.D., 2025

Phillip B. White, PLS
N.C. Professional Land Surveyor
License # L-4994

I, Phillip B. White also certify the following information was used to perform the survey:

- (1) Class of survey: A
- (2) Positional accuracy: Does not exceed 0.07 feet plus 50 ppm measured relative to all points used
- (3) Type of GPS field procedure: Real Time Kinematic
- (4) Dates of survey: 10/2/2025
- (5) Datum/Epoch: NAD 83(2011) Epoch 2010.00
- (6) Horizontal Control: NCGS MONUMENT "LENOIR"
- (7) Geoid model: Geoid 18
- (8) Combined grid factor(s): 0.9998898286
- (9) Units: U.S. Survey Feet

SYMBOL LEGEND

- NCGS MONUMENT FOUND
- UNMARKED POINT
- MONUMENT FOUND (AS DESCRIBED)
- △ 1/2" REBAR SET
- △ MAGNETIC NAIL FOUND
- UTILITY POLE

LINE TYPE LEGEND

- PROPERTY LINE (SURVEYED)
- - - DEED / PLAT LINE (NOT SURVEYED)
- - - SS - - - SS - - - SS - - - SS - - - UNDERGROUND SANITARY SEWER LINE
- - - OU - - - OU - - - OU - - - OU - - - OVERHEAD UTILITY LINE
- - - UNDERGROUND STORMWATER LINE
- - - EDGE OF CONCRETE
- - - CONCRETE CURB
- - - FENCE (AS DESCRIBED)
- - - BUILDING SETBACK LINE

ABBREVIATION LEGEND

- N: NORTHING
- E: EASTING
- EL: ELEVATION
- GNSS: GLOBAL NAVIGATION SATELLITE SYSTEM
- INV: INVERT
- @: AT
- PIN: PARCEL IDENTIFIER NUMBER
- D.B.: DEED BOOK
- P.B.: PLAT BOOK
- PG.: PAGE
- DI: DROP INLET

RAILROAD SPIKE FOUND FLUSH
N:796627.25'
E:1246427.15'

LARKIN COWLES BENTLEY REVOCABLE TRUST DATED MARCH 16, 1993
PIN 2749664417
D.B. 1463, PG. 273 TRACT 2

PERMANENT EASEMENT NO. 3
P.B. 30, PG. 125
D.B. 1856, PG. 240

LARKIN COWLES BENTLEY REVOCABLE TRUST
PIN 2749665644
D.B. 1587, PG. 486

LARKIN COWLES BENTLEY REVOCABLE TRUST
PIN 2749664672
D.B. 1707, PG. 742

AREA TO BE RECOMBINED
WITH CITY OF LENOIR
10336± SQ FT
0.24± AC

THIS LINE TO BE ABANDONED

CITY OF LENOIR
PIN 2749666419
D.B. 2060, PG. 1137

HARPER AVENUE

WEST AVENUE NW
ASPHALT PAVEMENT
NO RIGHT-OF-WAY DOCUMENTATION FOUND

CENTRAL ADVENT CHRISTIAN CHURCH
PIN 2749668787
D.B. 1220, PG. 318

LUIS ALBERTO HERNANDEZ
PIN 2749668509
D.B. 2041, PG. 1311 TRACT TWO

LUIS ALBERTO HERNANDEZ
PIN 2749668807
D.B. 2041, PG. 1311 TRACT ONE

LINE	BEARING	DISTANCE
L1	N 15°59'48" W	22.77'
L2	N 09°17'32" E	97.33'

REVIEW OFFICER

DATE

STATE OF NORTH CAROLINA
COUNTY OF CALDWELL

I, _____, REVIEW OFFICER OF CALDWELL COUNTY,
CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS
AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

Vicinity Map
(not to scale)

Recombination Survey and Proposed Easements
for the

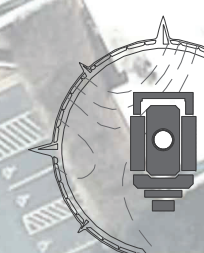
City of Lenoir

REFERENCES

Record Owner: LARKIN COWLES BENTLEY REVOCABLE TRUST
PIN 2749665644
Deed Book 1587 Page 486
Lenoir Township, City of Lenoir, Caldwell County, NC
Field Work Completed: 10-7-2025
Drawn By: P. White
JOB #25044
Phillip White Land Surveying, PLLC
Phillip B. White, PLS
Firm Licensure # P-2895
2735 Willowbrook Rd., Lenoir, NC 28645
828.292.0752

50' 0' 50' 100' 150'

SCALE 1" = 50'



PHILLIP WHITE
LAND SURVEYING, PLLC



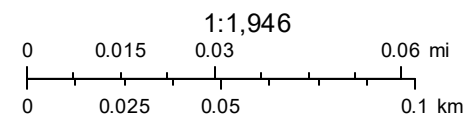
This map is NOT of land survey quality and is NOT suitable for such use.

Owner BENTLEY LARKIN COWLES
REVOCABLE TRUST
PO BOX 995
LENOIR, NC 28645

Acct Number 120801
Parcel ID 06 13 1 3
NCPIN 2749665644

Deferred Val	\$0
Assessed Val	\$25,400
Calc Acreage	0.414346
Land Units	127 (FF)
Legal Desc	BK 1587 PG 486 YR 06 ST 40.00
Plat Ref	/
Property Addr	WEST AV

Caldwell County



October 17, 2025



This map is NOT of land survey quality and is NOT suitable for such use.

Owner	HERNANDEZ LUIS ALBERTO	Deferred Val	\$0	Caldwell County
	1114 HARPER AVE NW LENOIR, NC 28645	Assessed Val	\$33,400	
Acct Number	173330	Calc Acreage	0.276614	1:973 0 0.0075 0.015 0.03 mi 0 0.0125 0.025 0.05 km
	Parcel ID 06 13 1 14	Land Units	80 (FF)	
NCPIN	2749668509	Legal Desc	BK 2041 PG 1311 YR 2021 ST 0.00	October 17, 2025
		Plat Ref	00000/00000	
		Property Addr	HARPER AV	

This document presented and filed:
10/28/2025 01:22:26 PM

Fee \$26.00



Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

**AN ORDINANCE DIRECTING THE MINIMUM HOUSING INSPECTOR TO REMOVE OR
DEMOLISH THE PROPERTY HEREIN DESCRIBED AS UNFIT FOR HUMAN
HABITATION AND DIRECTING THAT A NOTICE BE PLACED THEREON THAT THE
SAME MAY NOT BE OCCUPIED.**

WHEREAS, the City Council of the City of Lenoir finds that the dwelling described herein is unfit for human habitation under the City Housing Standards, and that all of the procedures of the Minimum Housing Standards have been complied with; and

WHEREAS, this dwelling should be removed or demolished, as directed by the Minimum Housing Inspector, and should be placard thereon the notice prohibiting use for human habitation; and

WHEREAS, the owners of this dwelling, **Nelly Gladys Julca Fernandez**, have/has been given a reasonable opportunity to bring the dwelling up to the standards of the Minimum Housing Standards accordance with G.S. 160A-443 (5) pursuant to an order issued by the Minimum Housing Inspector on November 21, 2022 and the owner has failed to comply with the order;

NOW THEREFORE BE IT ORDAINED BY the City Council of the City of Lenoir that:

Section 1. The Minimum Housing Inspector is hereby authorized and directed to place a placard containing the following:

"This building is unfit for human habitation: the use or occupation of this building for human habitation is prohibited and unlawful."

on the building located at the following address: **311 Sharon Ave**
Lenoir, North Carolina
Parcel-ID 09 49 3 4
NCPIN 2759192535

Section 2. The Minimum Housing Inspector is hereby authorized and directed to proceed to remove or demolish the described above dwelling in accordance with this Order, and in accordance with the City of Lenoir Minimum Housing Code, and NCGS 160D-1203.

Section 3. The cost of demolition and improvement of the lot shall be a tax lien on the real property as provided by G.S. 160D-1203 (7).

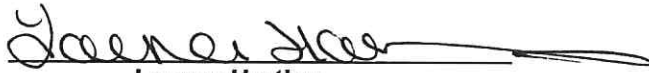
Section 4. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall be likewise unlawful for any person to occupy or to permit the occupancy of any building therein declared to be unfit for human habitation.

Section 5. A copy of this ordinance shall be recorded in the Register of Deeds of Caldwell County, North Carolina, and indexed in the name of the property owner or owners in the grantor index.

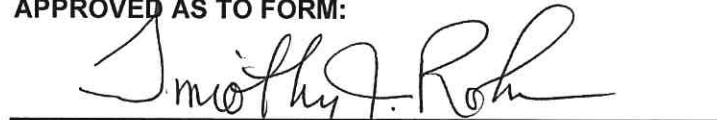
Adopted this the 21st day of October 2025.


JOSEPH L. GIBBONS
MAYOR

ATTEST:


Lauren Hartley
CITY CLERK

APPROVED AS TO FORM:


Timothy J. Rohr
CITY ATTORNEY

CITY OF LENOIR, NC
CHARTERED
JANUARY 28, 1851

SEAL

Minimum Housing Violation Affidavit
(311 Sharon Ave.)

I, Matthew Bolick affirm that as the housing inspector for the City of Lenoir I have made every possible attempt to contact the property owners of 311 Sharon Ave. NCPIN: 2759192535. I have exhausted all resources in the effort to find the owners and/or heirs of the property mentioned above. The dwelling is unfit for human habitation and is a health/safety hazard for nearby neighbors. At this time the best course of action to eliminate the minimum housing violations is to demolish the structure and remove all debris from the property.

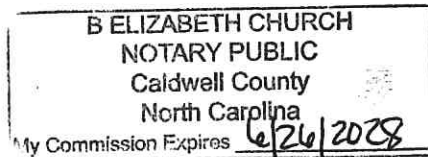
I swear that everything documented in this packet to be true and correct to the best of my information, knowledge, and belief

10-21-2025
Date

Matthew Bolick
Matthew Bolick

STATE OF NORTH CAROLINA
COUNTY OF CALDWELL

I, the undersigned Notary Public, do hereby affirm that Matthew Bolick personally appeared before me on the 21st day of October, 2025 and signed the above Affidavit ad hid free and voluntary act and deed.



B Elizabeth Church
Notary Public

Owner: Nelly Gladys Julca Fernandez
Property: 311 Sharon Ave.
NC Pin: 2759192535
Minimum Housing Violation Timeline

The following information was provided by City Housing Inspector Matthew Bolick

This document presented and filed:
10/28/2025 01:22:25 PM

Fee \$26.00



10112370

Caldwell County North Carolina
Wayne L. Rash, Register of Deeds

**AN ORDINANCE DIRECTING THE MINIMUM HOUSING INSPECTOR TO REMOVE OR
DEMOLISH THE PROPERTY HEREIN DESCRIBED AS UNFIT FOR HUMAN
HABITATION AND DIRECTING THAT A NOTICE BE PLACED THEREON THAT THE
SAME MAY NOT BE OCCUPIED.**

WHEREAS, the City Council of the City of Lenoir finds that the dwelling described herein is unfit for human habitation under the City Housing Standards, and that all of the procedures of the Minimum Housing Standards have been complied with; and

WHEREAS, this dwelling should be removed or demolished, as directed by the Minimum Housing Inspector, and should be placard thereon the notice prohibiting use for human habitation; and

WHEREAS, the owners of this dwelling, **Dwight Eugene Hickman and Debra Hickman**, have been given a reasonable opportunity to bring the dwelling up to the standards of the Minimum Housing Standards accordance with G.S. 160A-443 (5) pursuant to an order issued by the Minimum Housing Inspector on November 21, 2022 and the owner has failed to comply with the order;

NOW THEREFORE BE IT ORDAINED BY the City Council of the City of Lenoir that:

Section 1. The Minimum Housing Inspector is hereby authorized and directed to place a placard containing the following:

"This building is unfit for human habitation: the use or occupation of this building for human habitation is prohibited and unlawful."

on the building located at the following address: **118 Plymouth Road**
Lenoir, North Carolina
Parcel-ID 09133 1 15
NCPIN 2758934516

Section 2. The Minimum Housing Inspector is hereby authorized and directed to proceed to remove or demolish the described above dwelling in accordance with this Order, and in accordance with the City of Lenoir Minimum Housing Code, and NCGS 160D-1203.

Section 3. The cost of demolition and improvement of the lot shall be a tax lien on the real property as provided by G.S. 160D-1203 (7).

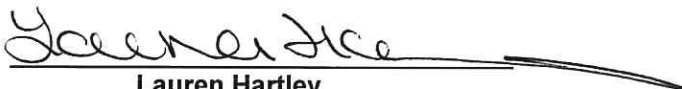
Section 4. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall be likewise unlawful for any person to occupy or to permit the occupancy of any building therein declared to be unfit for human habitation.

Section 5. A copy of this ordinance shall be recorded in the Register of Deeds of Caldwell County, North Carolina, and indexed in the name of the property owner or owners in the grantor index.

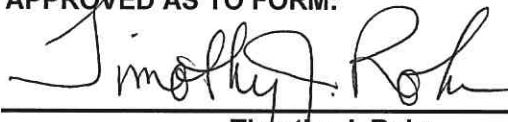
Adopted this the 21st day of October 2025.


JOSEPH L. GIBBONS
MAYOR

ATTEST:


Lauren Hartley
CITY CLERK

APPROVED AS TO FORM:


Timothy J. Rohr
CITY ATTORNEY

CITY OF LEAS
CHARTERED
JANUARY 28, 1851
SEAL

Minimum Housing Violation Affidavit
(118 Plymouth Road)

I, Matthew Bolick affirm that as the housing inspector for the City of Lenoir I have made every possible attempt to contact the property owners of 118 Plymouth Road. NCPIN: 2758934516. I have exhausted all resources in the effort to find the owners and/or heirs of the property mentioned above. The dwelling is unfit for human habitation and is a health/safety hazard for nearby neighbors. At this time the best course of action to eliminate the minimum housing violations is to demolish the structure and remove all debris from the property.

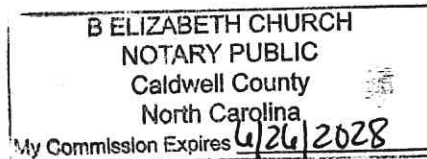
I swear that everything documented in this packet to be true and correct to the best of my information, knowledge, and belief

10-21-2025
Date

Matthew Bolick
Matthew Bolick

STATE OF NORTH CAROLINA
COUNTY OF CALDWELL

I, the undersigned Notary Public, do hereby affirm that Matthew Bolick personally appeared before me on the 21st day of October, 2025 and signed the above Affidavit ad hid free and voluntary act and deed.



B Elizabeth Church
Notary Public

Owner: Dwight Eugene Hickman & Debra Hickman
Property: 118 Plymouth Road
NC Pin: 2758934516
Minimum Housing Violation Timeline

The following information was provided by City Housing Inspector Matthew Bolick

COMMITTEE OF THE WHOLE
MEETING MINUTES
Tuesday, October 28, 2025
8:30 A.M.

Present: Mayor Joe Gibbons, Mayor Pro-Tem David Stevens, Councilmembers Jonathan Beal, Ike Perkins, Todd Perdue, Ralph Prestwood, Kimmie Rogers.

Staff Present: City Clerk Lauren Hartley, Finance Director Donna Bean, Planning Director Hannah Williams, Public Services Public Works Director Jon Hogan, Interim Director of Special Projects & Grants & Risk Management/Purchasing David Coffey, Communications & Public Information Director Joshua Harris, Police Chief Andy Wilson, Economic & Main Street Director Brenda Floyd, Public Services Public Utilities Director Jeff Church, Planner Matt Duchan, Assistant Fire Chief Chris Jacobs.

Absent: City Manager Scott Hildebran, Councilmember Chrissy Thomas, Parks & Recreation Director Phil Harper, Fire Chief Norman Staines.

I. CALL TO ORDER

Mayor Pro-Tem David Stevens welcomed everyone and called the meeting to order.

Councilmember Todd Perdue stated this would be his last Committee of the Whole Meeting, his last City Council meeting will be November 4. He now resides outside the city limits and will be retiring from City Council. Todd Perdue stated he has served for 22 years and thanked everyone for all the support. He is most proud of how Council and City staff got along and worked together, and also the growth of the greenway.

Mayor Pro-Tem David Stevens and Mayor Gibbons stated he will be missed by Council and City Staff and thanked him for everything he has done in his 22 years of service.

II. CITIZEN COMMENT

There were no citizen comments presented at this time.

III. PUBLIC SAFETY

A. Police Chief Andy Wilson gave the following update:

1. Chief Wilson reviewed highlights of the Third Quarter Report including: involuntary commitments at 85, the top 5 crash locations were on Blowing Rock Blvd, evidence that is no longer needed has been destroyed and 39 pounds of unused medication was collected from the lobby drop box.
2. An ordinance proposal is being drafted for improper use of public property. This would include camp sites, overnight stays, leaving items on public property, and trespassing under bridges.
3. Both the improper use of public property and loitering/trespass beneath bridges ordinance is being revised and has been reviewed by our legal team

and Western Piedmont Council of Governments. This ordinance will be brought to Council in the near future.

4. Police Officers are no longer issued shotguns as a standard issue piece of equipment, unless in certain specialized assignments. Currently owned shotguns will be turned into our firearm vendor for credit toward purchasing new shotguns for those officers in certain special assignments.
- B. Assistant Fire Chief Chris Jacobs gave the following update:
- Chief Jacobs stated the Third Quarter Report is included in the packet and asked of any questions.
 - Fire Prevention month has been busy with 18 fire events.
 - The Fire Department has been working with Police and the City Code Compliance Officer on burning an abandoned house at 231 Greenhaven Drive.
 - Several positions are vacant due to retirements. They are in the process of promoting and hiring.

IV. PUBLIC SERVICES

- A. Public Services Public Works Director Jon Hogan gave the following update:
- Jon Hogan presented to City Council the Triangle Park Landscape proposal. This is located in the Highland neighborhood. He presented a PowerPoint presentation on the proposed plans, landscaping and plant list. A garden club has raised funds to go towards the beautification. The plans also included benches, which was discussed to dedicate as memorial benches.
 - Lenoir Fire Department Infrastructure Repair (Sinkhole): Will bid in January, with construction in March/April.
 - Hospital Avenue Sidewalk Project: City staff held a site and coordination meeting on October 20 with Neill Grading, Piedmont Natural Gas and Mattern & Craig. We are looking at an official start date of December 1.
 - Phase II Gateway Project: Destination by Design has addressed all notes and resubmitted to NCDOT. They are working on finalizing procurement and bid documentation.
 - Wayfinding: Signs are currently in production, with an installation date of late November/Early December.
 - Clock Tower: The steel fabrication is complete. The next step is delivery to Western North Carolina Sculpture Center for tile welding.
 - Harper Ave. Streetscape: The contract extended until December with initial conceptual design review completed and reviewed. Freese and Nichols is making changes based on the review. We should have final conceptual and renderings by mid-November.
 - Culvert Replacements:
 - 1003 Pennell Street: Scheduled for week of November 8.
 - Powell Road: Complete
 - Beautification Projects:

- Harper Planters: Phase 1 Complete
- Downtown: Currently mulching and river rock installation
- Broyhill Walking Park: Complete

B. Utilities Director Jeff Church gave the following update:

- Finley Water Project:
 - Contract A: TP Howard, Inc.-The Notice to Proceed is October 27 with the final date of May 20, 2026. Contract amount is \$6,092,350.
 - Contract B: Caldwell Tanks, Inc.-The Notice to Proceed is October 28 with the final date of November 21, 2026. Contract amount is \$2,063,700.
- East Harper and Ridge Street/West Ave Sewer Replacements:
 - Division 1 Notice to Proceed is October 27.
 - Division 2 (East Harper) contract documents have been returned to McGill, we are waiting for the scheduling of the pre-constructions conference.
- Lead and Copper: The North Carolina Department Environmental Quality has accepted a proposal for Lenoir to conduct computerized predictive modeling to assist in the required inventory requirements. A revised contract to include the work to develop the predictive model program is being prepared by Freese and Nichols.
- Lenoir-Valdese Interconnect: The City, McGill and Colliers met with The Shaw Tate Group on October 13 to begin the easement acquisition process through the Waterfront development.

V. COMMUNITY DEVELOPMENT

A. Economic & Main Street Director Brenda Floyd gave the following update:

- The Lenoir Tourism Development Authority met on October 9 for a board training with Chris Cavanaugh. He gave recommendations on funding applications and spoke on what municipalities of our size are doing. The next meeting will be held Thursday, November 13, at City Hall, Third Floor Conference room at 4:00 p.m.
- The Lenoir Business Advisory Board has a board training scheduled for Thursday, October 30, at City Hall, Third Floor Conference room at 6:00 p.m.
- The Merchant Mingle, Downtown business owners met and learned about the BUILD grant and discussed projects downtown. The next meeting is schedule November 10 at 9 a.m.

B. Planning Director Hannah Williams gave the following report and update:

- The Planning Department is working on a Downtown Sidewalk Use Ordinance. They formed a four-person subcommittee of Planning Board members and held downtown business engagement sessions. The Lenoir Sidewalk Use Guidebook and Manual is included in the packet for reference. Hannah Williams went over the permit requirements, operational standards and outdoor displays. There will be an annual renewal with the Planning Department each January. Alcohol service will be allowed only in the approved sidewalk cafés with ABC permits and no

outdoor bar setups. A discussion ensued about trash receptacles and different options for downtown.

Next steps:

1. City Council to consider adoption at a public hearing called for December 2.
 2. Implementation: Permitting process and business owner outreach.
- A Zoning Ordinance Amendment 2-25 regarding side and rear setbacks on historical lots (recorded before 1979) will go before City Council on November 4. The text amendment is to allow non-conforming lots that pre-date Lenoir's Zoning Ordinance to have rear and side setbacks proportionate to the size of the lot.
 - Hannah Williams stated she has consulted with several firms for our commercial code enforcement. The company N. Focus gave a quote of \$1,875.00 to update the City's minimum housing ordinance and rewrite the minimum standards for non-residential buildings and their attendance at (1) Council Meeting. This will go before our Planning Board on November 10.

C. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board met on Monday, October 20. No update was available.

VI. FINANCE & ADMINISTRATION

A. Finance Director Donna Bean gave the following update:

Financial Summary:

Donna Bean reported the General Fund's Over/Under balance as of August 30, 2025 is \$7,969,877.93, the Downtown District is (\$38,021.97) and the Water & Sewer Fund is \$879,817.25.

The employee holiday bonus was included in the original budget. These are based on the employee's years of service. The base of \$250.00 for 0-5 years and increases by \$50.00 for every 5 years of service.

B. Interim Director of Special Projects and Grants David Coffey gave the following update:

- A. The Campus Improvement Project is ready to consider the bid from JM Cope on the Maximum Guaranteed Price. Mayor Gibbons and City Council agreed to hold a Special Meeting on Monday, November 10, at 5:30 p.m. at City Hall, Third Floor Conference Room. The purpose of the meeting is to review The Campus Project (Auditorium, Gymnasium, OVT Visitor Center, Pavilion) and consider bids for facility renovations/improvements.

C. Communications & Public Information Director Joshua Harris gave the following update:

- Communication Report. There were 6 new releases, 96 social posts, 122 photos, 2 videos, and 77 web updates. The website had a total of 39,792 views along with 5,427 video views. Social followers total 62,347 and there were 155 new followers this month.

- The ribbon cutting for Longhorn Steakhouse will be on Monday, November 3, at 2:00 p.m.

VII. OTHER

- November Calendar: The calendar for the month of November was provided in the packet as information.
- Mayor Gibbons announced Shane Fox has been hired as the new Caldwell County Town Manager effective December 1, 2025. He most recently served as the Town Manager for Blowing Rock.

VIII. ADJOURN

There being no further business, the meeting was adjourned at 10:38 a.m.

Attachments

Police Department Third Quarter Report

Fire Department Third Quarter Report

Triangle Park Landscape Proposal

N. Focus Commercial Code Enforcement Proposal Quote

September Financial Summary



Lenoir Police Department

Council Action Form



I. Agenda Item:

3rd Quarter 2025 Report to present to Council at the October Committee of the Whole meeting.

II. Background Information:

Department stats for the months of July - December 2025 for Council Review.

III. Staff Recommendation:

IV. Reviewed by:

City Attorney: _____ Date: _____

City Manager: _____ Date: _____

Police Chief: Charles A. Wilson Date: 10/22/2025



Chief Andy Wilson
Third Quarter Report
July - September, 2025



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

DEPARTMENTAL TRAINING

School Resource Training Hours		104
National SRO Annual Training Conference (C. Smith, C. Rubio)		64
SRO Training (J. Banks)		40
Special Response Team Training Hours		226
SRT Non-Specified		200
Preventing / Countering Violent Extremism (J. Hamrick)		24
UAS - Remote Pilot License Re-Certification (M. Coffey)		2
State Mandated Training Hours		155
DCI General Inquiries		2
General Instructor Update (2025)		1
Evidence Handling: Best Practices (2025)		6
Juvenile Justice (2025)		12
LE Mental Health / Cultivating Resiliency (2025)		10
Leading by Example - Ethics (2025)		16
Legal Update (2025)		36
Legislative Update (2025)		20
Recognizing & Responding to Hazardous Substances (2025)		12
Security Awareness Training		24
TO Communication Barriers, Handling Crisis & Critical Situations, Mental Health/Cultivating Resiliency, Resolving Conflict (2025)		16
Supplemental Training Hours		817
At Scene Traffic Crash Investigation (J. Pyle)		80
Basic Evidence Management (M. Collier, Z. Walker)		16
Driver Training		4
e-Warrants		24
Evidence Management for Supervisors (M. Collier, D. Eller, Z. Walker)		24
Field Training Officer Training (J. Brown, H. King)		80
Flock Camera System (Administrator, Alert Tools, Search Tools)		31
General Instructor Certification (J. Massey, J. Pennell, C. Rubio)		276
Interview & Interrogation		80
Intox EC/IR Operator School (J. Pyle)		40
Intoximeter Re-certification (M. Zambrano)		8
New Hire (Conduct, De-escalation, Firearms, Garrity, IT, OC, Narcan, Pursuit, SCAT, Taser, UOF, Weapons)		106
Property & Evidence Management (Z. Poythress)		16
Understanding & Responding to Civil Processes		32
Supervisory Training Hours		144
Background Investigation (B. MacLeod)		16
Chief Leadership Institute (J. Herman, N. Blache)		80
NC FBI Command College (D. Brown, B. MacLeod)		48
TOTAL TRAINING HOURS		1446



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

DEPARTMENTAL ACTIVITIES

Achievements & Announcements

American Legion Post 29 Officer of the Year: Sergeant B. MacLeod

Apprenticeship - NC Community College System Program Ends/Certificates Issued: J. Brown, H. King, J. Pyle, A. Ryerse

Certificates: C. Bumgarner (FBI-NAA Graduate), C. Miller (Accident Reconstruction), C. Smith (CDL-B), M. Collier & Z. Walker (Evidence)

Golden Tickets: M. Foust (Apr), M. Foust/C. Miller (Jun), L. Barrett, J. Brown, S. Clark, M. Severt, Z. Walker (Aug), L. Barrett (Sep)

Promotions: MJR A. Wilson to Chief, CPT C. Stilwell to MJR, LT M. Crisp to CPT, SGT Moser to LT, DET L. Annas to SGT, CPL M. Zambrano to SGT, J. Pennell, C. Miller, J. DiBella, & C. Smith to CPL, Comm Dir D. Eller to Prop/Evid, MTO A. Hollingsworth to Comm Dir

Transfers: CPT J. Herman to Support, LT C. Bumgarner to C Platoon, S. Woodward & A. Ryerse to DET, K. Coulter, J. Pyle, D. Inman to SRO, C. Robinson, C. Lynn, J. Kerley & N. Hollar to PT

Committees & Meetings

Child Abuse/Fatality Prevention, Criminal Justice Advisory Committee, Cust Svc, FTO/Trg, FOP, SCAT & Svr meetings

FBI-NAA Conferences

ABC, Crime Stoppers, Robins Nest, Shelter Home & Veteran's Stand-Down Board Meetings

Demos, Events & Tours

Block Party, Harambee Festival, K9 Demo, Sculpture

Blood Drive & Mobile Bus, Charlie Kirk Vigil

Child Car Safety Seat / Safe Kids Events

Community: Employee Litter Sweep, Fireworks, Rotary Presentation, Walk for Life

Downtown: Blackberry Festival, Cruise-In, Glow Run, Movie & Music, Sundown 4-Mile, Tattoo Festival, Wood/Fire/Smoke

Governor's Highway Safety Initiatives, Job Fairs & Promotional Processes

Employee Appreciation

Retirements: Chief Phelps (LPD), Shirley Cannon (City), Bob Thomas (ATTY)

Department Upgrades & Equipment

Flock Camera System, Page Gate Implemented, Re-Designed/Updated IDs, Updated Agreements

Orientation & Training

BLET: P. Eller & E. Lovette (Trainees)

City-Wide Training: Communications & Customer Service

e-Warrants Training with Magistrates

Field Training: E. Alward, J. Earp, R. Reed & D. Inman (Officers)

Intern Completion: Sarah Summers (ASU)

New Hires: A. Absher, N. Connor & Z. Smith (Officers); V. Brown & S. Taylor (TOs)

Programs & Other Mentions

Book Bags for Kids

Military Reserve Duty: D. Inman, G. Warren & M. Zambrano

Social District Off Duty Detail (weekend nights)



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CRIMES AGAINST PERSONS

NIBRS	Charge Description	3Q22	3Q23	3Q24	3Q25
13A	Aggravated Assault	11	6	6	9
11D	Forcible Fondling	2	4	10	3
11A	Forcible Rape	4	1	3	3
11B	Forcible Sodomy	2	0	1	1
64A	Human Trafficking (Commercial Sex Acts)	0	0	0	0
64B	Human Trafficking (Involuntary Servitude)	0	0	0	0
36A	Incest	0	1	1	1
13C	Intimidation	4	2	16	15
09C	Justifiable Homicide	0	0	0	0
100	Kidnapping / Abduction	2	1	1	1
09A	Murder / Non-Negligent Manslaughter	0	0	0	0
09B	Negligent Manslaughter	0	0	0	0
11C	Sexual Assault with Object	0	2	0	0
13B	Simple Assault	104	78	67	87
36B	Statutory Rape	0	1	0	1
TOTALS		129	96	105	121

CRIMES AGAINST SOCIETY

NIBRS	Charge Description	3Q22	3Q23	3Q24	3Q25
720	Animal Cruelty	2	1	1	1
40B	Assisting / Promoting Prostitution	0	0	0	0
35A	Drug / Narcotic Violations	74	56	64	67
35B	Drug Equipment Violations	21	17	24	40
39A	Gambling (Betting / Wagering)	0	0	0	0
39C	Gambling (Equipment Violations)	0	0	0	0
39B	Gambling (Operating / Promotion)	0	0	0	0
39D	Gambling (Sports Tampering)	0	0	0	0
370	Pornography / Obscene Materials	2	1	1	2
40A	Prostitution	0	0	0	0
40C	Purchasing Prostitution	0	0	0	0
520	Weapons Law Violations	9	4	18	8
TOTALS		108	79	108	118



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CRIMES AGAINST PROPERTY

NIBRS	Charge Description	3Q22	3Q23	3Q24	3Q25
200	Arson	0	0	2	2
510	Bribery	0	0	0	0
220	Burglary / Breaking & Entering	54	29	48	46
250	Counterfeiting / Forgery	1	0	4	1
290	Destruction/ Damage/ Vandalism of	61	38	52	53
270	Embezzlement	0	1	0	0
210	Extortion / Blackmail	1	0	0	0
26G	Hacking / Computer Invasion	0	0	0	0
26F	Identity Theft	0	1	2	2
23H	Larceny (All Other)	55	47	56	61
23D	Larceny (From Building)	9	8	11	11
23E	Larceny (From Coin-Operated Machines / Devices)	1	1	0	0
23F	Larceny (From Motor Vehicles)	18	20	12	20
23G	Larceny (Motor Vehicle Parts and Accessories)	1	1	2	4
23A	Larceny (Pick-Pocket)	0	0	0	0
23B	Larceny (Purse Snatching)	0	0	0	0
23C	Larceny (Shoplifting)	35	17	21	21
240	Motor Vehicle Theft	20	11	18	10
26B	Fraud (Credit / Debit Card / ATM)	10	16	10	10
26A	Fraud (False Pretense / Swindle / Confidence Game)	16	7	17	11
26C	Fraud (Impersonation)	2	1	1	6
26D	Fraud (Welfare)	0	0	0	0
120	Robbery	0	0	4	2
280	Stolen Property	1	3	5	1
26E	Wire Fraud	0	1	0	0

TOTALS	285	202	265	261
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CRIME STOPPERS

Description	3Q22	3Q23	3Q24	3Q25
Calls Received	70	35	32	62
Illegal Narcotics Recovered	\$0	\$0	\$0	\$0
Rewards Paid	\$675	\$0	\$575	\$700
Stolen Property Recovered	\$0	\$0	\$0	\$6,000
Total Arrests	0	0	2	4



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

GROUP B OFFENSES

NIBRS	Charge Description	3Q22	3Q23	3Q24	3Q25
90A	Bad Checks	0	2	1	0
90B	Curfew / Loitering / Vagrancy	0	0	0	0
90C	Disorderly Conduct	4	5	5	2
90D	Driving under Influence	6	3	8	16
90E	Drunkenness	0	0	1	4
90F	Family Non Violent Offenses	58	32	42	50
90G	Liquor Law Violations	2	1	0	0
90H	Peeping Tom	0	0	0	0
90I	Runaways	4	12	6	3
90J	Trespass of Real Property	0	0	4	7
90Z	All Other Offenses (Person / Property / Society)	1	2	6	2
TOTALS		75	57	73	84

CALLS FOR SERVICE

Description	3Q22	3Q23	3Q24	3Q25
Alarms	341	348	366	317
Animal Complaints	102	100	95	86
Civil Disturbances	222	232	265	234
Domestic Disturbances	269	223	216	243
Field Contacts	74	92	174	143
Follow-Ups	331	217	266	240
Foot Patrols	39	72	19	40
Incomplete 911s	622	747	652	657
Loud Noise Complaints	41	47	66	46
Special / House Checks	2366	3047	3194	2488
Stranded Motorists	119	126	144	117
Suspicious Persons	772	688	768	668
Suspicious Vehicles	285	272	313	228
Warrant Service	214	245	192	183
TOTALS	5797	6456	6730	5690

Group B offenses are non-reportable and consist of Crimes Against Society, except bad checks, runaway juvenile, and all other offenses.
Runaway juvenile is not classified as a crime by the FBI, but we feel documentation is warranted.



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CANINE ACTIVITIES

Description	3Q22	3Q23	3Q24	3Q25
Building Searches	10	1	2	8
Building Search Apprehensions	0	1	1	1
Call Outs	0	0	0	0
Demonstrations	0	2	0	1
Currency Seized	\$0	\$0	\$0	\$0
Assist Narcotics Searches	3	3	6	42
Assist Narcotics Seizures	0	1	3	33
Narcotic Utilizations	38	15	6	42
Street Value of Seized Narcotics	\$11,354	\$2,188	\$660	\$34,854
Tracks	4	0	1	2
Tracks Apprehensions	0	0	0	0
Training Hours	32	50	5	71
Utilizations	49	18	11	53

CHARGES / ARRESTS

Description	3Q22	3Q23	3Q24	3Q25
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Felony Charges

Adult	159	126	171	161
Juvenile	1	0	1	1

Misdemeanor Charges

Adult	491	626	503	623
Juvenile	5	11	13	9

TOTALS	656	763	688	794
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<i>Figures to the right are arrests stemming from charges above. Involuntary Commitments are included in misdemeanor arrest totals.</i>	Felony Arrests	106	86	118	118
	Misdemeanor Arrests	416	516	422	482
	Involuntary Commitments	50	61	67	85



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

TRAFFIC

Description	3Q22	3Q23	3Q24	3Q25
Crashes				
Crashes with Injuries	44	65	54	48
Crashes with Property Dmg	224	323	190	175
TOTALS	268	388	244	223

<i>Figures to the right are included in the totals above.</i>	Fatalities	1	1	0	1
	Hit & Runs	53	68	42	52
	Parking Lots	72	110	37	68

In the third quarter of 2025, there was 1 pedestrian injured.

Tickets	3Q22	3Q23	3Q24	3Q25
Handicap Tickets Issued	0	0	1	0
Parking Tickets Issued	30	19	28	4
Parking Tickets Paid	17	44	27	4
Traffic Citations Issued	730	545	464	680
Warning Tickets Issued	215	274	362	289

Top Five Contributing Circumstances 3Q25

Failure to Yield Right of Way	37
Failure to Reduce Speed	28
Improper Backing	28
Inattention	23
Improper Turn	15

Top Five Crash Locations 3Q25

Blowing Rock Blvd / ABC Ct	5
Blowing Rock Blvd / Hospital Ave	5
Blowing Rock Blvd / Commercial Ct	3
Blowing Rock Blvd / Nuway Cir	3
Blowing Rock Blvd / McLean Dr	3



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

ADMINISTRATIVE

ABC Permits

9

Khushi Food Mart (830 Connelly Spgs. Rd.)	Malt Bev (Beer), Fortif./Unfortif. Wine (off premise)
Shop & Save (2108 Norwood St SW)	Malt Bev (Beer), Fortif./Unfortif. Wine (off premise)
Fairvalue Grocery (2025 Morganton Blvd. SW)	Malt Beverage & Wine (off premise)
Addict Help (Special One-Time Fairground event)	Malt Bev. & Spirituous Liquor (sell - on premise)
Western Piedmont Symphony (3 Special JEBCC events)	Malt Bev., Wine & Liquor by the Drink (on premise)
Tortilleria & Carnitas (1302 Harper Ave. NW #B)	Malt Beverage (Beer) - off premise
Longhorn Steakhouse (975 Blowing Rock Blvd. NW)	Malt Bev., Wine & Liquor by the Drink (on premise)

Backgrounds

12

One extension of premise was approved for Frankie's Bar & Pizza (1016 Harper Ave. NW) during the Tattoo Festival.

COMMUNICATIONS

Description	3Q22	3Q23	3Q24	3Q25
CAD Requests DSS	54	72	25	9
Criminal History Requests	77	64	49	62
Entered CAD Calls	9757	10388	10617	9881
Interpreter Requests (all Spanish)	7	5	2	7
Number of Monthly Validations	221	225	224	220
Utility Calls	113	74	64	56

There were 7 Interpreter Requests for the 3rd Quarter of 2025; all were for Spanish.

RECORDS

Description	3Q22	3Q23	3Q24	3Q25
CAD Reports	\$50	\$75	\$45	\$120
Fingerprints	\$40	\$20	\$25	\$35
Parking Ticket Payments	\$95	\$310	\$355	\$40
Reports	\$60	\$20	\$5	\$30

TOTALS

\$245

\$425

\$430

\$225

PROPERTY & EVIDENCE

Description	3Q22	3Q23	3Q24	3Q25
Evidence Destroyed	2035	756	270	1211
Evidence Received	646	586	518	829
Evidence Items To Date	49008	51087	53186	55578

In 3rd quarter 2025, 39 pounds of unused, unwanted medication was collected from the lobby drop box.



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

GENERAL INVESTIGATIONS

Description	3Q22	3Q23	3Q24	3Q25
Interviews / Forensic Interviews	109 / 8	107 / 6	154 / 3	159 / 12
Recovered Stolen Property	\$266,108	\$13,506	\$16,156	\$33,424
Recovered Stolen Vehicles (number of)	15	9	18	5
Recovered Stolen Vehicles (value of)	\$91,000	\$82,500	\$88,101	\$55,500
Narcan Use	28	22	12	22
Overdoses	60	38	24	26
Opioid Induced Overdoses	37	29	20	14
Suicides	2	3	0	3
Unattended Deaths	12	12	10	7

Narcan is used to reverse fatal drug overdoses. In third quarter 2025, its administration likely saved 13 lives.

CASE STATUSES

Description	3Q22	3Q23	3Q24	3Q25
Open	132	64	83	130
Inactive	335	250	181	208
CBA (Cleared by Arrest)	108	95	66	314
Exceptionally Cleared	6	13	3	3
Unfounded	40	31	46	23

TOTALS	621	453	379	678
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NUISANCE

Description	3Q22	3Q23	3Q24	3Q25
Offenses				
Abandoned / Junk Vehicle	3	2	4	2
Graffiti	0	3	3	3
Health and Safety	4	7	8	8
Junk and Debris	18	9	21	29
Miscellaneous	1	1	1	4
Tall Grass or Vegetation	30	23	18	53

TOTALS	56	45	55	99
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Case Statuses

City Abated	8	8	9	4
Owner Abated	31	35	26	35



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

NARCOTICS ACTIVITIES

Description	3Q22	3Q23	3Q24	3Q25
Arrests	10	3	8	3
Charges	28	9	21	8
Arrests While Assisting Other Agencies	0	0	0	0
Charges While Assisting Other Agencies	0	0	0	0
Cases Opened or Initiated Within City Limits	48	24	11	12
Cases Opened or Initiated While Assisting Other Agencies	9	17	12	32
Cash and Property Seized	\$26,540	\$1,527	\$10,042	\$594
Cash and Property Seized While Assisting Other Agencies	\$42,314	\$200	\$9,431	\$9,326
Illegal Narcotics Seized	\$435,188	\$87,867	\$223,878	\$78,424
Illegal Narcotics Seized While Assisting Other Agencies	\$1,812,258	\$106,788	\$444,075	\$522,869
Knock and Talks	0	4	0	6
Search Warrants	18	12	10	5
Total Assists and Joint Investigations	9	17	12	32
Vehicle Seizures	0	0	0	0

NARCOTICS CONFISCATED

Description	3Q25	
Drug Name	Quantity	Value
Alprazolam	18 du	\$450
Buprenorphine	9 du	\$225
Carisoprodol	1 du	\$10
Cocaine	293.2 gm	\$29,320
Crack Cocaine	6.3 gm	\$1,260
Fentanyl	31.4 gm	\$18,840
Marijuana	941.1 gm	\$7,529
Marijuana Plants	2	\$5,000
Methamphetamine	94.1 gm	\$14,115
Oxycodone	63 du	\$1,575
Percocet	4 du	\$100
TOTAL		\$78,424



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

For the Alcoholic Beverage Commission Board's reporting requirements, listed below are alcoholic violations and drug charges from inside the city limits of Lenoir for the quarters below:

ALCOHOLIC VIOLATIONS

Description	3Q22	3Q23	3Q24	3Q25
Consuming an Alcoholic Beverage on a Public Road				1
Consuming at an Off-Premise Establishment	1			1
Consuming Underage of 21				1
Contributing to the Delinquency of a Minor		2	3	1
Defrauding a Drug / Alcohol Screening Test				
Driving While Subject to Impairing Substances	4	4	5	12
Disorderly Conduct				
Driving Under the Influence				
Driving While Impaired			4	2
Drunkenness				
Hold Until Sober	2	5	9	1
Impaired Driving Revocation	1			
Intoxicated and Disruptive	1	2		4
Open Container	1			1
Possess / Sale of Non-Taxed Alcoholic Beverage				
Possessing an Open Container in Passenger's Area				
Public Consumption	1			
Sell/Give Malt Beverage and/or Unfortified Wine to < 21		1		
Transporting an Open Container After Consuming			1	1
TOTALS	11	14	22	25

DRUG CHARGES

Description	3Q22	3Q23	3Q24	3Q25
Felony Drug Charges	27	61	61	51
Misdemeanor Drug Charges	41	26	23	46
TOTALS	68	87	84	97

What's New in Nuisance?

- The Investigation's Division receives complaints from various sources about nuisances in the city limits of Lenoir.

Please see the map on the next page for a visible view of the code enforcement reports the detectives have documented this quarter.

Please note duplicate visits have been limited to one incident per address for mapping purposes

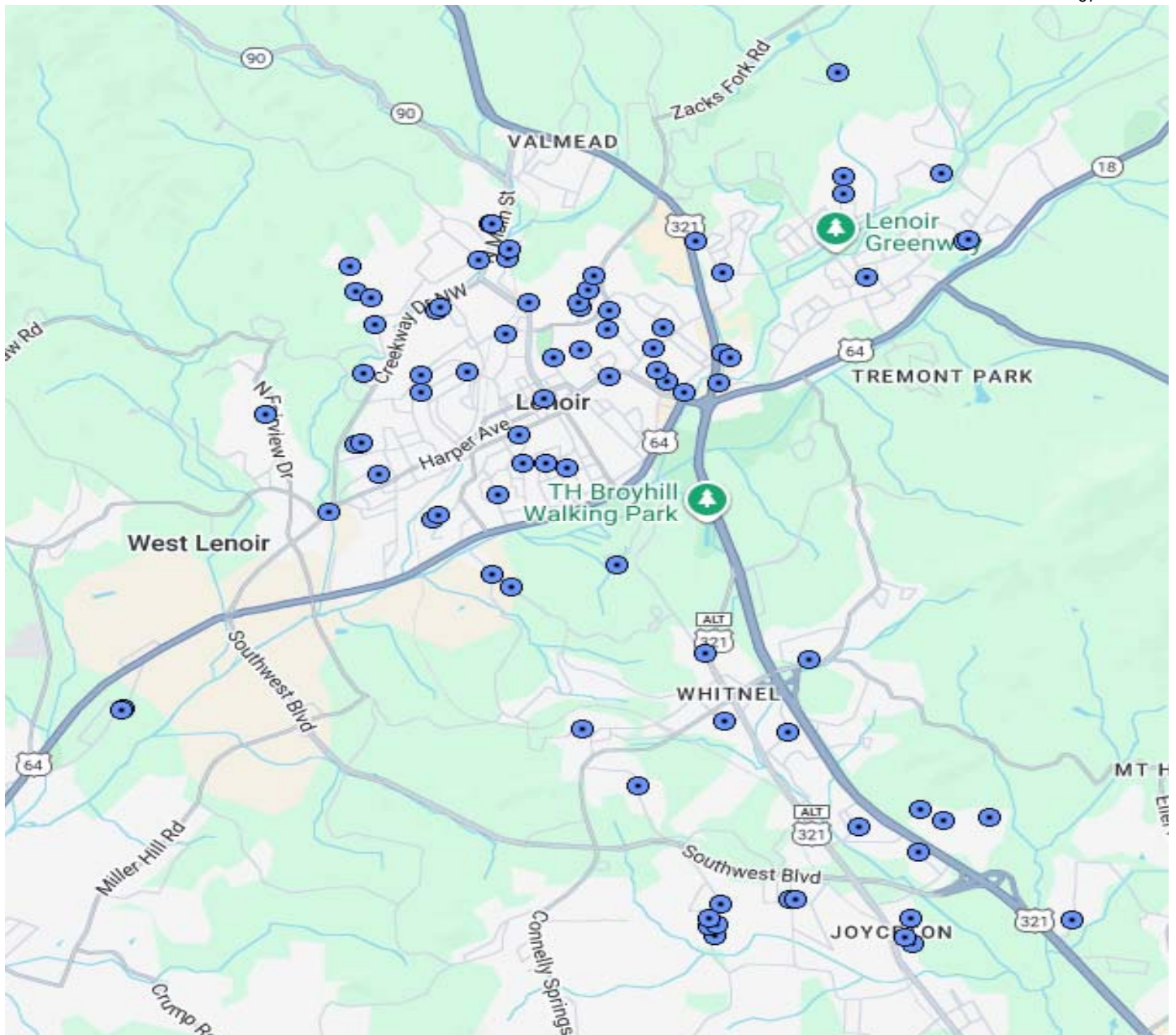
- The following pictures are some before and after shots of properties in the city that detectives have been working on this quarter. Take a look!

This city abated property is located at 711 Glenview Dr



This owner abated property is located at 954 Blowing Rock Blvd





2110 SW HAVEN CIR	818 SW CHESTERFIELD CIR	2101 SW WALT ARNEY RD	525 NW WENTWORTH CIR
127 NW MAIN ST	1025 SW COLLEGE AV	2303 SW WALT ARNEY RD	907 SW HARRISBURG DR
1102 NW ADVENT CIR	1519 SW BARCOSE ST	527 NW VANCE ST	2315 SW CENTRAL DR
413 NW HOSPITAL AV	1202 NE LOWER CREEK DR	421 SW REALTY ST	220 GEORGETOWN RD
1060 NW WARREN PL	1120 NE LOWER CREEK DR	309 SW SPRUCE ST	2314 SW CENTRAL DR
201 NE PENNELL ST	516 NW STONEWALL ST	1897 HARPER AV	1650 SW BERKLEY ST
1119 NW PIEDMONT DR	114 SW DOVE ST	839 NW MONTCLAIR CIR	414 SW KENTWOOD ST
1487 SW OVERLOOK DR	443 NW HARPER AV	1304 NW MEADOWLANE DR	1537 SW WALT ARNEY RD
1009 SW GROVE AV	418 NW FOLK ST	937 NW MEADOWLANE DR	1502 SW UNDERDOWN AV
2410 NW GABRIEL LN	2116 SW WALT ARNEY RD	837 NW MONTCLAIR CIR	1510 SW UNDERDOWN AV
318 NW GLENDALE ST	239 SW DRUM CIR	1624 NW HAYES PL	2318 LAKESIDE TERRACE CIR
311 NW HARRINGTON ST	438 NW FOLK ST	515 NW BEALL ST	118 SE PLYMOUTH RD
501 NW BROADWAY ST	441 NW FOLK ST	511 NW WILLOW ST	206 NW NEWLAND PL
2205 SW WALT ARNEY RD	125 NE COMMERCIAL CT	311 NW SHARON AV	311 NW SHARON AV
MULBERRY ST/PENNTON AV	1324 SE HIBRITEN DR	1257 SW NORWOOD ST	1257 SW NORWOOD ST
711 NE GLENVIEW ST	910 NE HAWTHORNE DR	2327 SE HONEYSUCKLE PL	2327 SE HONEYSUCKLE PL
2780 FAIRWOOD DR	934 NE HAWTHORNE DR	954 BLOWING ROCK BLVD	954 BLOWING ROCK BLVD
114 NW PALMER ST	2531 SW OLD MORGANTON RD	748 SW HARRISBURG DR	748 SW HARRISBURG DR
712 NW CONLEY PL	2529 SW OLD MORGANTON RD	1403 NE SCENIC PL	1403 NE SCENIC PL



Lenoir Police Department

Calls For Service

68

115 NE ABC CT
LENOIR, NC 28645

July 1, 2025 thru September 30, 2025

ANIMAL COMPLAINT LAW	1
SPECIAL CHECK	2
SUSPICIOUS PERSON	2

Total Calls:	5
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Lenoir Police Department

Calls For Service

69

*1326 SW CONNELLY SPRINGS RD
LENOIR, NC 28645*

July 1, 2025 thru September 30, 2025

ASSIST OTHER LAW ENFORCEMENT	1
ESCORT FUNERAL	6
SPECIAL CHECK	7
TRAFFIC STOP	4

Total Calls:	18
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Chief Norman Staines
Third Quarter Report
July - September 2025

OVERVIEW

Thank you for taking the time to look through the Lenoir Fire Department's quarterly report. This report is designed to give you an understanding of the day-to-day operations of our department and staff for the third quarter of 2025. The third quarter of the year has been busy for our department and staff.

MAJOR EVENTS:

July:

- New Covenant United Methodist Church Fire Station visit (1st).
- Provide medical and fire standby for annual City of Lenoir Fireworks Display (5th).
- Provide medical and fire standby for annual Blackberry Festival (11th and 12th).
- Provide fire truck display as part of Dulatown Outreach (17th).
- Hosted quarterly Caldwell County Fire Chiefs Council at Station 2 (24th).

August:

- Driver Operator Brian Watson was recognized as American Legion Post 29 Firefighter of the Year (5th).
- Chief Houck and Powell attended the South Atlantic Fire Rescue Expo in Raleigh (4th – 9th).
- Ranger 1 (UTV) was on display at South Atlantic Fire Rescue Expo in Raleigh (4th – 9th).
- Awarded a Disaster Relief Grant in the amount of \$50,000 to enhance wildland suppression capabilities (13th).
- Provided medical standby for Sundown 4 Miler Race (16th).
- Provided medical standby for Hibriten High School Football Games (22nd and 29th).
- Hosted a Communities in School birthday party at Station 2 (23rd).
- Captain Tip White retired after 27 years of service to the City of Lenoir (30th).

September:

- Effective September 1st, Scott Brawley was promoted to Captain, Brian Watson was promoted to Lieutenant and Shane Bowman was promoted to Driver Operator.
- Chief Jacobs attended the NC Association of Rescue & EMS Convention (4th-6th).
- Provided medical standby for William Lenoir Middle School Football Games (3rd and 24th).
- Firefighter Ethan McLean attended the first Level 2 offering of the NC Association of Rescue and EMS Rope's Rescue School held at Mount Jefferson State Park (12th – 14th).
- Provided medical standby for Hibriten High School Football Games (4th, 18th and 26th).
- Hosted quarterly Retiree Breakfast (September 5th).
- Provided medical standby for Sculpture Celebration at Broyhill Walking Park (6th).
- Provided a fire truck display and standby at Workout Anytime in observance of 9/11 (11th).

- Provided medical standby at Hibriten High School for youth football (13th).
- Fourteen on-duty staff participated in City of Lenoir litter sweep (19th).
- Provided medical standby each day of the Caldwell County Agricultural Fair (24th – 28th).
- Captain Mike Clark (28 years) and Captain Thad Diliard (29 years) both retired from the City of Lenoir effective September 30, 2025.



Live burn at 1110 Powell Road

RESPONSES / INCIDENTS / CALLS FOR SERVICE

INCIDENT COUNT

INCIDENT TYPE	3 rd Quarter 2024 # INCIDENTS	3 rd Quarter 2025 # INCIDENTS
MEDICAL	614	554
FIRE	424	235
TOTAL	1,038	789

PRE-INCIDENT VALUE – VS – DOLLAR LOSSES – VS PROPERTY SAVED

	PRE-INCIDENT VALUE	LOSSES	PROPERTY SAVED
2024 – 3 rd QUARTER	\$745,400	\$326,800	\$418,600
2025 – 3 rd QUARTER	\$3,490,600	\$180,000	\$3,310,600

Count of Incidents with Property Loss: 9

Percent of Property Value Saved: 89.33%

Count of Incidents with Content Loss: 8

Percent of Content Value Saved: 78.84%

LIGHTS AND SIREN AVERAGE FOR ALL CALLS (MM:SS) FIRST ARRIVING APPARATUS

2024 – 3 rd QUARTER	5:52
2025 – 3 rd QUARTER	3:05

AVERAGE TIME ON SCENE (MM:SS)

2024 – 3 rd QUARTER	42:36
2025 – 3 rd QUARTER	43:15



COUNT OF INCIDENTS BY APPARATUS

	2024 – 3 rd QUARTER	2025 – 3 rd QUARTER
Battalion	180	151
Car 1	17	15
Car 2	20	2
Car 3	36	26
Car 4	9	2
Engine 1	218	184
Engine 2	152	105
Engine 3	164	157
Ladder 1	118	140
Ladder 2	149	66
Personal	0	0
QRV – 1	294	206
QRV – 2	135	105
QRV – 3	91	86
Ranger 1 (UTV)	0	13
Rescue 1	73	138
Rescue 10	21	10
Support 1 (UTV)	13	0
S-10 (Command Trailer)	0	0
ST1 – Headquarters	6	1
ST2 – Station 2	2	0
ST3 – Station 3	0	0
Tower 1	5	3
Truck 17	3	0
Truck 18	0	0
TOTAL FOR ALL APPARATUS	1,709	1,410

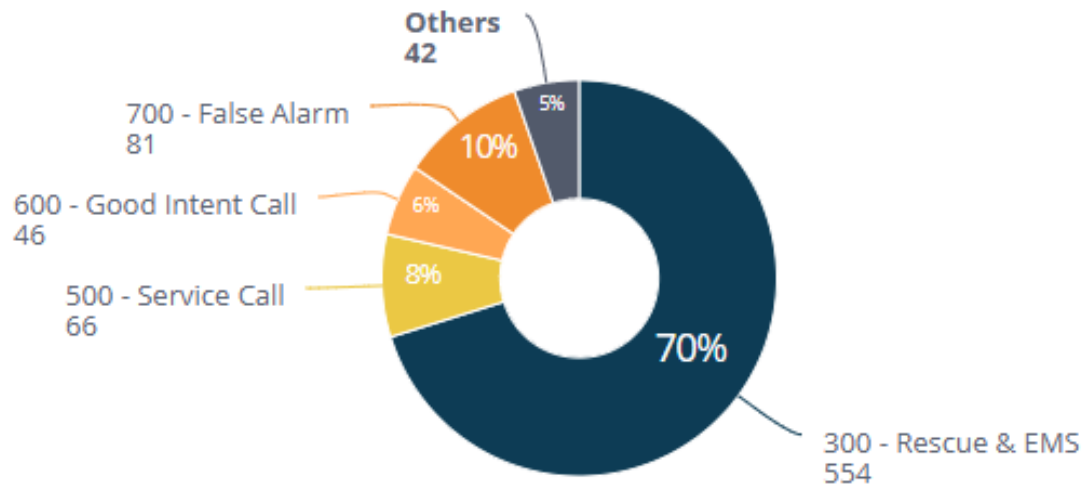
Count of Incidents per Station

	July 2025	August 2025	September 2025	Station Totals
Station 1	173	143	134	450
Station 2	63	60	58	175
Station 3	61	54	43	164
Monthly Total	297	257	235	789

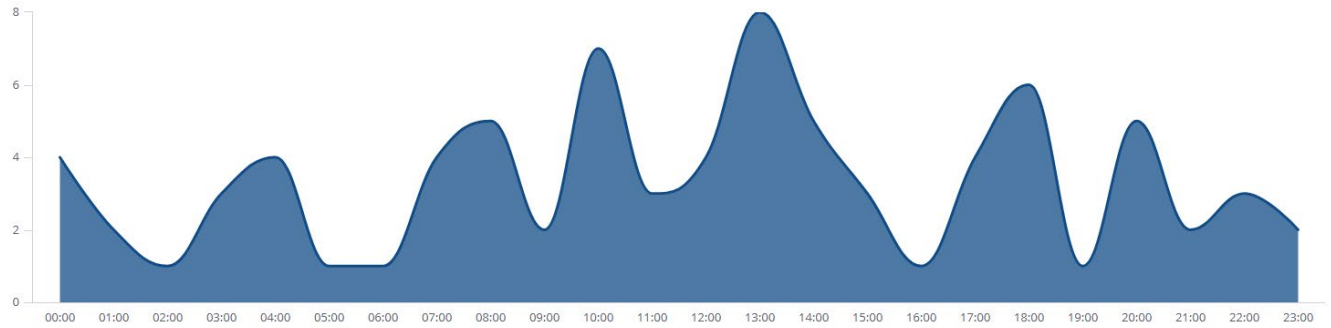
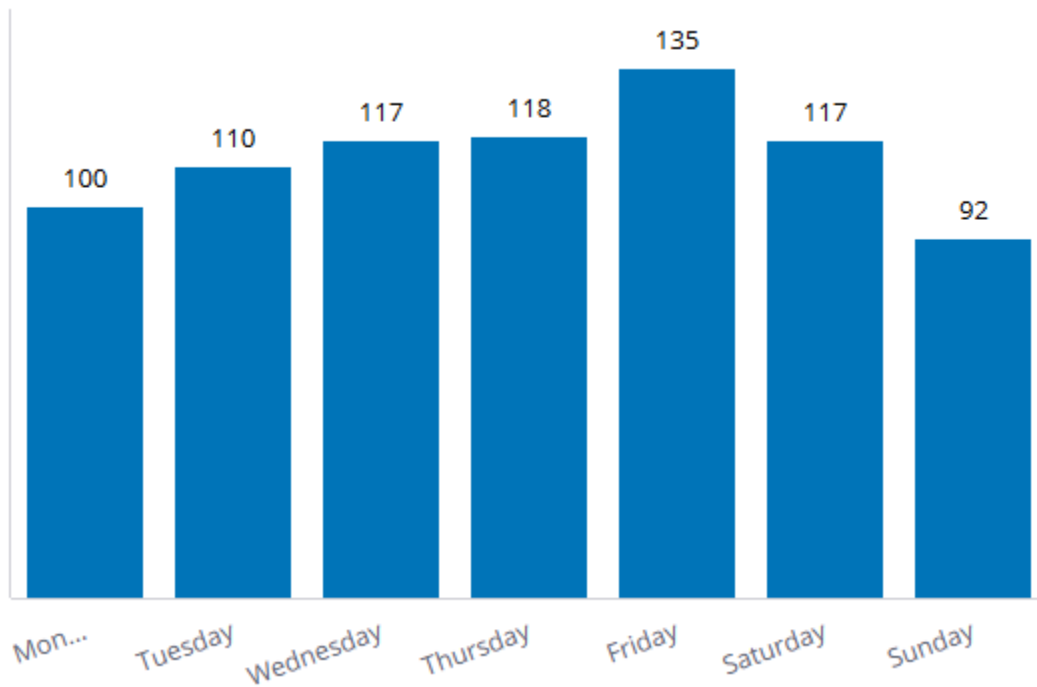
Breakdown of Major Incident Types

MAJOR INCIDENTS	# INCIDENTS	% of TOTAL
Fires	15	1.9%
Overpressure rupture, explosion, overhear – no fire	1	0.1%
Rescue & Emergency Medical Services	554	70.2%
Hazardous Condition (No Fire)	23	2.9%
Service Call	66	8.4%
Good Intent Call	46	5.8%
False Alarm & False Call	81	10.3%
Severe Weather & Natural Disaster	3	0.4%
Special Incident	0	0.0%
TOTAL	789	100.0%

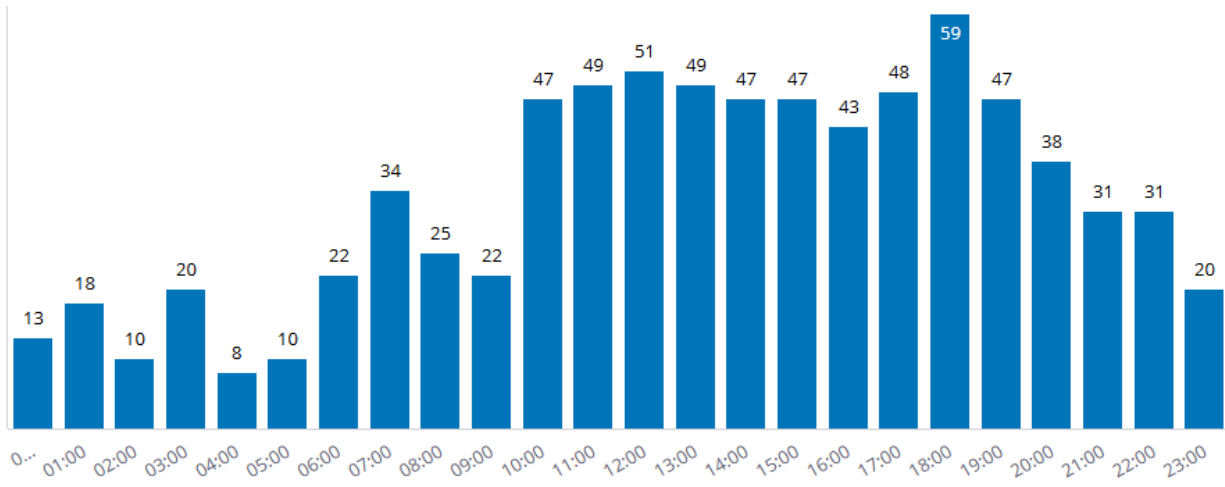
Percentage of Incident Type Group



Downed plane on Cottrell Hill Road

Fire Alarms over Time**Incidents with False Alarms:****81****Percentage of Incidents with False Alarms:****10.27%****Incident County by Day of Week**

Incident County by Hour of Day



Trench Rescue Certification Class

TRAINING REPORT

In the second quarter, our department participated in **5,110.5** hours of training. This accounts for both on and off duty training.

Student Hours by Month

	Total
July	1,338.0
August	2,192.5
September	1,580.0
Total	5,110.5

July: During the month staff focused training on apparatus operations.

August: During the month staff completed their monthly EMS training on Legal and Documentation. In August, 12 staff members completed their TR – Trench Rescue certification by successfully completing the 48 hours class. Staff trained on water supply operations during the month.

September: During the month staff completed their monthly EMS training on Ambulance Operations. All staff completed annual training on wildland fire suppression (R130), which included an overview of the newly purchased Fire Shelters. Staff completed a Pro Pack and foam review. The remainder of the month focused on training at 1110 Powell Road until a training burn was completed on September 27th.

FIRE PREVENTION ACTIVITIES

In the third quarter of 2025 the department delivered 4 fire prevention presentations / public education programs. We were able to perform these programs for businesses, schools, and religious groups and had an estimate of 98 participants.

0-4 years (preschool)	29
5-10 years (elementary)	40
11-13 years (middle school)	0
14-18 years (high school)	0
Adults (19-61)	20
Seniors (62+)	0
Total Participants	89

No smoke detectors were installed in the second quarter of 2025. Detectors can be requested, if available, and installed for free to our citizens by calling one of our stations and scheduling installing.

FIRE MARSHAL's REPORT

Fire Marshal – This quarter 204 fire code inspections were completed within the Lenoir City Limits.

- The Fire Marshal investigated two (2) compliants this quarter. These two locations were 1841 Restaurant and LHS Apartments. Staff will work with the business owner to reslove any issues found.
- The Fire Marshal worked on plans with Exela (Augusta Plnat), Exela (Max Plant), Caldwell County Fairgrounds, UPS, Tortilleria & Carnitas Guerrenense, First Baptist Church Daycare, Longhorn Steakhouse, Greer Labs # 4, LHS Gymnasium, Cube Smart and JBS Meat Packing.
- Assisted with Lenoir PD and NC SBI on removal of ammo can with light explosives found in front of Station 1.
- Fire Department used approximately 33,721 gallons of water on fires and during training.
- Burning Issues:
 - 19 illegal burns
 - 4 legal burn
- Permits – 2 Burn Permit, 2 Fire Protection Change, 1 Fire Protection Impairment, 3 Special Amusement, 5 Special Event, 0 Hot Works, 0 Tank Removal, 0 Operational Permit, 5 Tents, 0Fumigation and 1 Fireworks/Pyrotechnics.

Fire Investigations - In accordance with N.C.G.S. Chapter 58 article 79, all fires that occur inside the City Limits of Lenoir are investigated for cause and determination. We have certified fire investigators on each shift and they work under the direct supervision of our Fire Marshal. This quarter we had 29 investigations that occurred in the City with below being of higher impact:

- House fire: Folk Street, Walt Arney Road, Hogan Drive and Old Farm
 - Commercial fires: LCS Environmental (2 fires),
 - Wildland fires: None
- Total acres burned within the City: 0

Emergency Management - The Fire Marshal also acts as the City of Lenoir's Emergency Manager under the direct supervision of the Fire Chief. This position works closely with local and State Emergency Management and partners with the LEPC to respond and mitigate hazardous/disasterous incidents or situations.

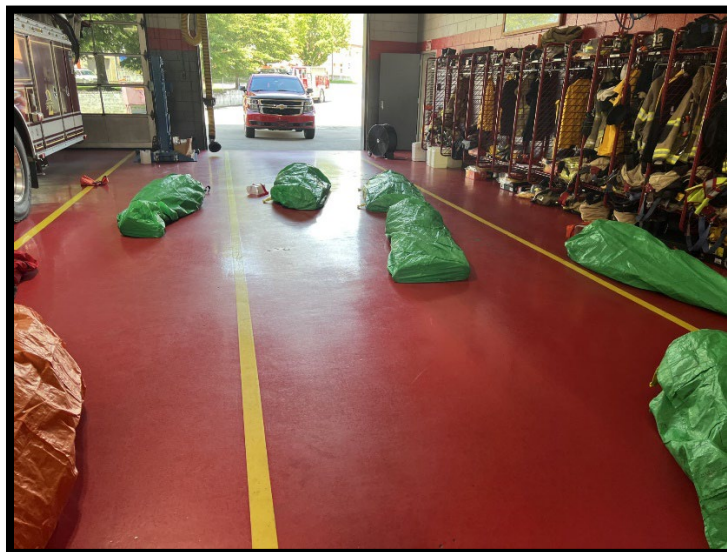
- Gas leaks: Beall Street, Hickory Blvd, Pennell, Newland and Blowing Rock Blvd.
- Fuel Spill: Norwood Street, saddle tank on transfer truck
- Search: Lost person on Jim Barger (Bike Trail)
- Plane Crash: Cottrell Hill Road, but was just outside City
- Multiple storm preparations with three (3) resulting in calls and damage
- Flooding within the City resulting in multiple calls and requiring assistance of removing several citizens from their homes. Flooding also caused a diesel fuel spill.

Other

- Standbys:
 - Events 21
 - For EMS 0
 - Lift Assists 20
 - Invalid 8



Ranger 1 on display at SAFRE in Raleigh



Staff participating in annual wildland fire shelter deployment training.



9/11 Tribute at Workout Anytime

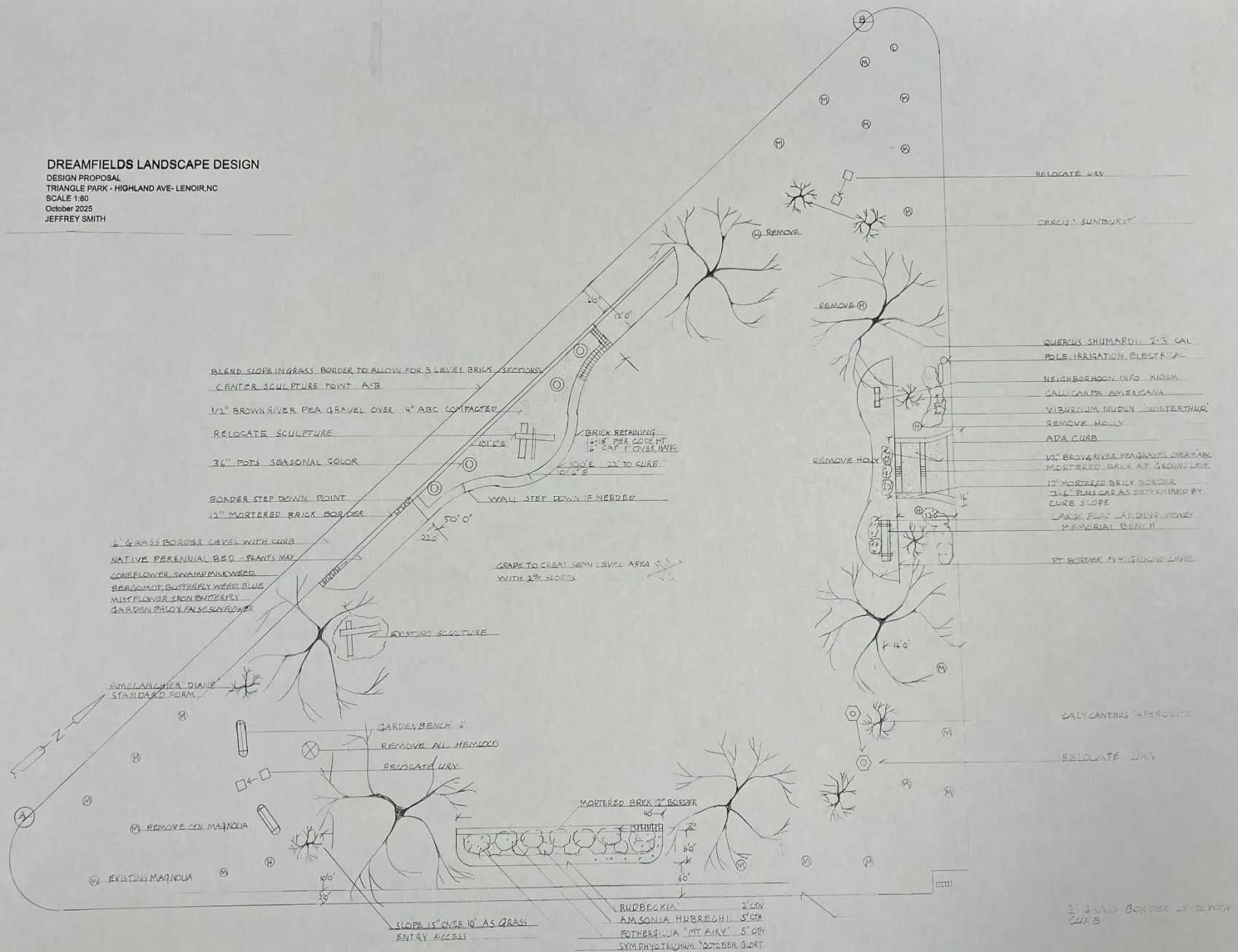


Diesel fuel spill on Norwood Street.

Triangle Park: Proposed Design & Plant List

DREAMFIELDS LANDSCAPE DESIGN

DESIGN PROPOSAL
TRIANGLE PARK - HIGHLAND AVE- LENOIR, NC
SCALE 1:80
October 2025
JEFFREY SMITH



Proposed Plant List

Large Native Shade Trees

1. *Quercus shumardii*- Shumard oak :

Small Native Ornamental Trees

2. *Amelanchier laevis* - SERVICEBERRY –S
3. *Cercis canadensis* ‘ Rising Sun’- Rising Sun redbud

Native Shrubs & Perennials

4. *Calycanthus* ‘Aphrodite’ – Sweet Shrub
5. *Callicarpa americana*- American beautyberry
6. *Viburnum nudum* ‘Winterthur’
7. *Fothergilla* x *Mt. Airy* - Mt. Airy Dwarf fothergilla
8. *Heliopsis helianthoides* Summer Nights- Summer Nights False sunflower
9. *Solidago* Fireworks - Fireworks Goldenrod
10. *Symphotrichum oblongifolium* Raydon’s Favorite - Raydons Favorite Aromatic aster
11. *Vernonia lettermanii* Iron Butterfly - Iron Butterfly Ironweed
12. *Amsonia hubrichii*- Bluestar

N·FOCUS

Local Government Services

October 14, 2025

Hannah Williams, AICP, CZO
 Planning Director
 City of Lenoir
 PO Box 958
 801 West Avenue NW
 Lenoir, NC 28645

Dear Hannah,

Per your request, I am pleased to submit this proposal for John Ganus, CHCO, CZO to update the City's minimum housing ordinance and rewrite the minimum standards for non-residential buildings.

The fee for this project including attendance at one (1) Council Meeting (date & time tbd) is One Thousand Eight Hundred Seventy-Five and no/100's (\$1,875.00) Dollars.

Should you have any questions regarding this proposal, please advise. Once the Acceptance of this proposal has been executed, you may return to me via e-mail.

Thank you for the opportunity to serve the City of Lenoir.

Respectfully,

Patti Rader

Patti Rader, Manager

ACCEPTANCE on behalf of the Local Government by:

Hannah Williams

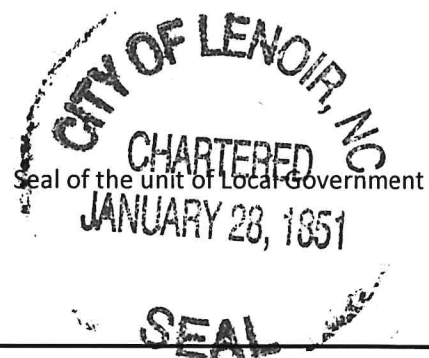
Signature

Hannah Williams

Printed name of authorized person signed above

10/30/25

Date



 City of Lenoir Financial Summary As of 9/30/2025 					
General Fund					
	2025-2026 Budget	9/30/2025	% of Budget	Change from Previous Year	9/30/2024
Total Revenue	\$ 25,241,845.00	\$ 14,617,749.98	58%	\$ (263,545.65)	\$ 14,881,295.63
Expenditures	\$ 25,241,845.00	\$ 6,647,872.05	26%	\$ 598,805.04	\$ 6,049,067.01
Over/Under	\$ -	\$ 7,969,877.93		\$ (862,350.69)	\$ 8,832,228.62
Downtown District					
	2025-2026 Budget	9/30/2025	% of Budget	Change from Previous Year	9/30/2024
Revenues	\$ 271,550.00	\$ 20,080.90	7%	\$ 3,114.74	\$ 16,966.16
Expenditures	\$ 271,550.00	\$ 58,102.87	21%	\$ 5,713.83	\$ 52,389.04
Over/Under	\$ -	\$ (38,021.97)		\$ (2,599.09)	\$ (35,422.88)
Water/Sewer Fund					
	2025-2026 Budget	9/30/2025	% of Budget	Change from Previous Year	9/30/2024
Revenues	\$ 11,963,721.00	\$ 3,140,743.13	26%	\$ 170,253.93	\$ 2,970,489.20
Expenditures	\$ 11,963,721.00	\$ 2,260,925.88	19%	\$ (86,635.84)	\$ 2,347,561.72
Over/Under	\$ -	\$ 879,817.25		\$ 256,889.77	\$ 622,927.48

		City of Lenoir Financial Summary By Department As of 9/30/2025		
General Fund				
		BUDGET	9/30/2025	% OF BUDGET
REVENUE				
PROPERTY TAXES	\$	11,051,130.00	\$ 12,073,306.81	109%
SALES TAX	\$	6,341,600.00	\$ 614,542.62	10%
FRANCHISE TAX	\$	2,410,000.00	\$ 592,463.05	25%
SOLID WASTE FEE	\$	1,111,000.00	\$ 281,905.18	25%
OTHER	\$	4,328,115.00	\$ 1,055,532.32	24%
TOTAL	\$	25,241,845.00	\$ 14,617,749.98	58%
EXPENDITURES				
LEGISLATIVE	\$	417,895.00	\$ 133,529.27	32%
ADMINISTRATIVE	\$	978,543.00	\$ 335,629.03	34%
FINANCE	\$	1,045,766.00	\$ 280,860.64	27%
PLANNING	\$	571,876.00	\$ 180,200.38	32%
POLICE	\$	8,092,222.00	\$ 2,023,351.16	25%
FIRE	\$	6,265,816.00	\$ 1,384,722.84	22%
RECREATION	\$	1,700,504.00	\$ 533,789.93	31%
PUBLIC WORKS				
Administrative	\$	301,040.00	\$ 260,956.10	87%
Cemetery & Grounds	\$	1,242,833.00	\$ 361,580.97	29%
Building Maintenance	\$	461,039.00	\$ 117,885.38	26%
Sanitation	\$	1,531,540.00	\$ 558,469.07	36%
Streets	\$	2,281,934.00	\$ 360,968.70	16%
Vehicle Services	\$	350,837.00	\$ 115,928.58	33%
TOTAL	\$	25,241,845.00	\$ 6,647,872.05	26%
OVER/UNDER		-	\$ 7,969,877.93	
Downtown District				
		BUDGET	9/30/2025	% OF BUDGET
TOTAL REVENUES	\$	271,550.00	\$ 20,080.90	7%
TOTAL EXPENDITURE	\$	271,550.00	\$ 58,102.87	21%
OVER/UNDER		-	\$ (38,021.97)	
Water/Sewer Fund				
		BUDGET	9/30/2025	% OF BUDGET
REVENUE				
WATER SALES	\$	7,500,043.00	\$ 2,037,803.99	27%
SEWER SALES	\$	3,699,678.00	\$ 1,008,686.85	27%
CAPITAL RESERVE	\$	1,300,000.00		
OTHER	\$	764,000.00	\$ 94,252.29	12%
TOTAL REVENUES	\$	13,263,721.00	\$ 3,140,743.13	24%
EXPENDITURES				
ADMIN & ENGINEERING	\$	563,036.00	\$ 132,584.10	24%
WATER RESOURCES	\$	446,702.00	\$ 99,015.67	22%
RHODHISS PLANT	\$	2,717,859.00	\$ 496,137.49	18%
WATER DISTRIBUTION	\$	2,942,820.00	\$ 720,229.46	24%
WASTEWATER COLLECTION	\$	3,126,772.00	\$ 235,089.11	8%
WASTEWATER PRETREATMENT	\$	197,139.00	\$ 44,943.64	23%
GUNPOWDER WASTEWATER PL	\$	899,194.00	\$ 151,051.78	17%
LOWER CREEK WASTEWATER PL	\$	2,370,199.00	\$ 381,874.63	16%
TOTAL EXPENDITURE	\$	13,263,721.00	\$ 2,260,925.88	17%
OVER/UNDER	\$	-	\$ 879,817.25	