

# **LAKE LURE TOWN COUNCIL**

## **MEETING PACKET**

**Tuesday, January 13, 2026**  
**5:00 p.m.**



**Mayor Carol C. Pritchett**  
**Mayor Pro Tem David DiOrio**  
**Commissioner Patrick Bryant**  
**Commissioner Scott Doster**  
**Commissioner Jim Proctor**

# I

# Call to Order

# II

# Agenda Adoption

**TOWN OF LAKE LURE  
REGULAR TOWN COUNCIL MEETING**

Tuesday, January 13, 2026 at 5:00 p.m.

Town Hall at The Landings



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**Agenda**

**I. Call to Order**

A. Pledge of Allegiance and Invocation

**II. Agenda Adoption**

**III. Mayor's Communication**

A. Proclamation No. 26-01-13 Dirty Dancing Filmed in Lake Lure (Page 7)

**IV. Town Manager's Communication**

A. Monthly Report/Storm Recovery Updates (Page 9)

**V. Council Liaison Reports and Comments**

**VI. Public Hearing**

**A. Ordinance No. 26-01-13 Amending Zoning Map Pertaining to Pin#1641354, 2.94**

**Acre Parcel on Whitney Boulevard (Page 20)**

I. Staff Report

II. Public Hearing

III. Commission Deliberation

IV. Consideration for Adoption of Ordinance No. 26-01-13 Amending  
Zoning Map Pertaining to Pin#1641354, 2.94 Acre Parcel on Whitney  
Boulevard

**B. Ordinance No. 26-01-13A Amending Standards for Driveway Entrance Columns**

**in Residential Districts (Page 32)**

V. Staff Report

VI. Public Hearing

VII. Commission Deliberation

VIII. Consideration for Adoption of Ordinance No. 26-01-13A Amending  
Standards for Driveway Entrance Columns in Residential Districts

**C. Ordinance No. 26-01-13B Amending Tree Clearing and Replanting**

**Requirements within the Town of Lake Lure (Page 35)**

- IX. Staff Report
- X. Public Hearing
- XI. Commission Deliberation
- XII. Consideration for Adoption of Ordinance No. 26-01-13B Amending Tree Clearing and Replanting Requirements within the Town of Lake Lure

**VII. Consent Agenda**

- A. Approval of December Minutes (Page 39)
- B. Resolution No. 26-01-13 Declaring Two Iron Frame Structures Surplus and Authorizing Their Donation to the Lake Lure Flowering Bridge (Page 51)

**VIII. Unfinished Business**

**IX. New Business**

- A. Resolution No. 26-01-13A Declaring the Badge and Service Sidearm Carried by Sgt. Carl Umphlett as Surplus and Awarding Them to Him Upon His Retirement in Recognition of His Dedicated and Honorable Service (Page 56)
- B. Consider Adoption of Resolution No. 26-01-13B in Support of an Application to the Economic Development Administration (EDA), United States Department of Commerce (DOC) Disaster Grant Program for the Town of Lake Lure Sewer System Replacement Project (Page 58)
- C. Consider Recommendation by the Parks and Recreation Board Regarding PARTF Application for Pickle Ball Courts (Page 62)

**X. Public Comment**

The public is invited to speak. Please keep comments limited to three minutes or less. Comments may also be submitted in writing to the town clerk, [kmartin@townoflakelure.com](mailto:kmartin@townoflakelure.com) at least one hour prior to the meeting.

**XI. Adjournment**

# III

# MAYOR'S

# COMMUNICATIONS

A. Proclamation No. 26-01-13 Dirty Dancing  
Filmed in Lake Lure



## PROCLAMATION NO. 26-01-13

### Dirty Dancing Filmed in Lake Lure

Commemorating October 17th as the anniversary of the finale lift from the 1987 film *dirty dancing*.

**WHEREAS**, the blockbuster film *Dirty Dancing*, directed by Emile Ardolino and first released in Hendersonville, North Carolina in 1987, has become essential to the American experience, inspiring generations with its timeless message of love, self-discovery, and the transformative power of dance; and

**WHEREAS**, the creative vision of writer Eleanor Bergstein and producer Linda Gottlieb is exemplified in unforgettable choreographed dance scenes, all filmed in North Carolina. The most notable being the iconic finale lift wherein the characters of Johnny Castle (played by Patrick Swayze) and Frances 'Baby' Houseman (played by Jennifer Grey) transcend the silver screen, captivating an ever-increasing audience and endearing them to the timeless natural splendor of Lake Lure, NC, which provides the perfect backdrop for the ultimate summer romance; and

**WHEREAS**, surrounded by the Blue Ridge Mountains, waterfalls, lakes, Indian trails, and other scenic and historical points of interest, the picturesque and enchanting town of Lake Lure, North Carolina, played host to this iconic moment on what is now known to be October 17th, 1986; and

**WHEREAS**, the iconic scene was a one-time-only performance taking place at the Camp Chimney Rock Memorial Gymnasium. The Camp's buildings and grounds, where all choreographed dance scenes were filmed, have been redeveloped into private residences and repurposed. For this reason, this site is best observed via boat tour where the last film's stone staircase still greets guests from Dirty Dancing Bay, later renamed Firefly Cove; and

**WHEREAS**, Lake Lure's film association has transformed the town into a tourist destination, welcoming movie fans from around the world and fostering tourism and cultural exchange. Acknowledging the significance of *Dirty Dancing* as a cultural touchstone helps preserve our story for future generations; and

**WHEREAS**, recognizing this Nationally significant act and its remarkable connection to Lake Lure, North Carolina, not only honors the film's enduring legacy but also celebrates our contribution to cinema and its remarkable power to transport audiences to places they will never forget; and

**THEREFORE BE IT PROCLAIMED**, that on behalf of the Lake Lure Town Council and the citizens of the Town of Lake Lure acknowledges October 17th as the anniversary of the iconic finale lift from the film *Dirty Dancing* and we celebrate the impact the film *Dirty Dancing* continues to have on our community.

**PROCLAIMED** this the 13<sup>th</sup> day of January 2026.

ATTEST:

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Kimberly Martin, Town Clerk

Mayor Carol C. Pritchett

# IV. **TOWN MANAGER'S COMMUNICATIONS**

## A. Monthly Report/Storm Recovery Updates



## **Town Manager Report December 2025**

Below are key highlights from each department for the month of December. Full reports are available upon request.

### **Public Services Department Report**

The Public Services Department continued routine maintenance and operations throughout the month. Regular tasks included meter reading and installations, water leak repairs, utility locates, bulk trash pickup, work order responses, facility upkeep, wastewater sampling, and maintenance at the Dam, and Wastewater Treatment Plant. Additionally, staff played a vital role in supporting various storm recovery efforts.

### **Top Accomplishments & Project Updates**

- West End Sewer Project**

Public Service staff completed the West End Sewer Project, and all connections are now available. Prior to completion, staff conducted smoke testing of lakeside manholes as part of ongoing efforts to protect system integrity and prevent environmental impacts.

- Water and Sewer Operations**

Staff raised the lake level to 975.5 feet in preparation for work on the spillway gates, which has now begun and is progressing as planned. A major water leak at Boy's Camp Road and Memorial Highway was identified and repaired. The penstock at the dam was inspected and closed as needed, and work continues on installation and expansion of the SCADA system for the Town's water system. Additional projects underway include the WWTP belt press installation to improve wastewater treatment operations.

- Marina and Lake Infrastructure**

Staff worked with private property owners to establish functional water access in key areas. Efforts continue to prepare for opening of the lake. Ongoing projects include work on fuel pumps, stationary and floating docks, boat ramp repairs, and demolition of the Beach Marina.

- Road, Drainage, and Grounds Maintenance**

Roadside mowing throughout Town was completed, including intersections and rights-of-way. Staff constructed a protective berm on the dam's north

abutment to reduce erosion risk. Equipment and materials were successfully relocated from the current Public Works facility to the East End facility.

Routine grounds maintenance and drainage activities continued throughout the month.

- **Parks and Public Spaces**

Staff worked with Odom Engineering on stormwater plan for Morse Park, walking path restoration, and planning for a possible kayak launch and improvements to enhance public access and recreational opportunities.

## **Community Development Department Report**

Director Williams reports that the department continues providing permitting support and guidance as residents move forward with repairs and rebuilding projects. Staff also continued assisting property owners affected by Tropical Storm Helene as they transition to privately funded cleanup and reconstruction following the conclusion of FEMA and USACE programs. The following permits were issued in December:

- **8 Zoning Permits**
- **14 Lake Structure Permits**
- **2 Land Disturbance Permits**
- **0 Vacation Rental Operator Permit**
- **7 Certificates of Completion**

## **Top Accomplishments & Project Updates**

- **Zoning and Planning Board and BOA/LSAB**

The Zoning and Planning Board heard a request for rezoning of a parcel on Whitney Boulevard. The request was reviewed in accordance with the Town's zoning ordinance and Comprehensive Plan, and the Board voted to recommend approval of the rezoning request to Town Council. The Board also reviewed three staff-proposed text amendments to the zoning ordinance. Two amendments were approved for recommendation to Town Council, while the third item was tabled for further consideration at the January meeting. In addition, the Zoning and Planning Board met with the Foothills Regional Commission to discuss ongoing work related to the Comprehensive Plan. The BOA/LSAB did not meet.

- **Helene Recovery Assistance**

Staff continued working with property owners whose properties were affected by Tropical Storm Helene. These efforts included guiding owners through remaining cleanup needs, demolition planning, and rebuilding steps now that federal assistance programs have ended. Staff worked with a local contractor to help negotiate pricing for work that owners must now fund independently. The department also identified several structures that must be removed before the lake reopens because they present public safety hazards.

- **Cell Tower**

Staff continued working with Tillman Construction to advance completion of the cell tower project. Progress was impacted by delays in installation of the power meter, which in turn postponed the mounting of antennas on the tower. The current projection is mid-February for AT&T to have its antennas mounted, calibrated, and fully approved for operation on the tower. At this time, the tower owner has not yet received an application from Verizon. Staff have been recommending that Verizon customers contact their carrier to encourage submission of an application, which is necessary for Verizon service to be added to the tower.

## **Fire / Emergency Management Department Report**

The Fire / Emergency Management Department responded to 22 fire, medical, and rescue calls in December. Firefighters completed 356 hours of training, reflecting a continued commitment to professional development, preparedness, and operational readiness.

## **Top Accomplishments & Project Highlights**

- **Fire and Emergency Response**

During December, the department responded to a wide range of incidents, including medical emergencies, fire alarms, smoke investigations, public assistance calls, and multiple fire-related events. Notable responses included a structure fire on Memorial Highway, a mutual aid structure fire in Greenhill, a brush fire on Shumont Mountain (Haircomb Fire), and a motor vehicle collision on Cattail Road. Crews also managed a rock climber fall rescue on Silver City Road, establishing a helicopter landing zone at Fire Fly Cove, and responded to a cardiac arrest. Additional calls involved downed trees, lockouts, lift assists, seizure response, and storm-related incidents throughout the Town and Chimney Rock State Park. All incidents were handled promptly to ensure public safety and effective coordination with partner agencies.

- **Personnel and Training**

Personnel completed extensive training throughout the month, including driver training, hose deployment drills, and preparation of triage packs for medical and mass casualty responses. Annual hose and ladder testing was completed, and staff participated in a departmental employee meeting. Firefighters also conducted school bus safety outreach during a visit to Lake Lure Classical Academy and continued collaboration with County EMS through joint responses.

- **Inspections and Maintenance**

Significant maintenance activities were completed in December, including **repairs** to Engine 2511 and Brush Truck 2521, ladder rack repairs, medical equipment inspections, and annual hose and ladder testing. Crews assisted with bay heater repairs at Station 1, conducted routine station and grounds maintenance, and completed year-end fire report filings. Ongoing apparatus

and facility maintenance ensured continued readiness for emergency response.

- **Support for Community and Town Projects**

The department supported Town operations by participating in meetings regarding Town Hall recovery, assisting with public safety needs such as lockouts and alarm responses, and providing assistance to residents with non-emergency requests. Crews remained available for community assistance throughout the holiday period and continued coordination with Town departments, County EMS, and mutual aid partners.

## **Police Department Report**

Traffic has been slower throughout town, with both residents and visitors taking time to enjoy the recovering lake and the seasonal decorations at Morse Park. Officers continue to patrol neighborhoods to ensure safety, and vacationers are actively utilizing the Home Watch Program, particularly during the holiday season.

## **Top Accomplishments & Project Updates**

- **Community Engagement and Holiday Outreach**

The Police Department extends sincere thanks to the Lake Lure community for helping spread holiday joy to students at Lake Lure Classical Academy. Through the annual Raptor Roundup Christmas program, community members selected and purchased gifts for children whose families may not have been able to provide presents during the holidays. Gifts were delivered on December 12 during a festive Christmas Parade at LLCA, creating a memorable event for all students and staff. The department greatly appreciates the continued generosity and support of the community.

- **Patrol and Neighborhood Safety**

Officers maintained a visible patrol presence throughout neighborhoods and commercial areas, ensuring public safety during the holiday period. The Home Watch Program remained in high demand as visitors and second-home owners relied on officers for added security while away.

- **Personnel Updates and Recruitment**

Sergeant Carl Umphlett, who began his service with the department in 2012, will be retiring in January. Sergeant Umphlett looks forward to spending more time with his family and enjoying future camping trips. The department thanks him for his dedicated service and wishes him continued success in retirement. Corporal Collins will be promoted to the rank of Sergeant.

- **K9 Program**

The Police Department is proud to announce the addition of its first K9 officer in department history. Koda, a search and rescue and drug detection dog, will begin training with Officer Burrell in January. Once training is complete, Koda will enhance the department's operational capabilities. Chief Humphries and Officer Burrell extend their sincere appreciation to the Town Council for its support in making this initiative possible.

## Parks, Recreation & Lake Department Report

The Parks, Recreation, and Lake Department continued its focus on restoration and recovery efforts related to Hurricane Helene impacts. Staff assisted FEMA with multiple site inspections of damaged parks, trails, and lake-related assets and maintained weekly water sampling efforts to monitor lake health. Water quality results continue to be compiled and published on the Town of Lake Lure website to ensure transparency and public awareness.

### Top Accomplishments & Project Updates

- **Volunteer Support**

The department utilized a total of 97 volunteer hours during the month, representing an estimated value of \$3,248.53 (based on \$33.49/hour). Volunteers played a critical role in trail maintenance, water sample collection, and restoration activities across multiple locations. Volunteer efforts included weekly water sample collection, trail inspections, and organized workdays at Buffalo Creek Park, Weed Patch Mountain, Dittmer-Watts Nature Trails, and the new Turtle Rock Trail.

- **Marina Operations**

Staff continued working closely with the marina contractor to coordinate installation activities and ongoing operations. Efforts focused on maintaining safe and functional marina facilities while addressing storm-related impacts and project needs.

- **Dredging Grant**

The department is pleased to report that the \$750,000 annual dredging grant has been awarded, and annual dredging activities will begin soon. Staff worked on the dredging grant budget and coordination efforts to ensure readiness for implementation. This project supports the Town's long-term goals of maintaining lake navigability and addressing sediment accumulation.

- **Trail System Recovery and Maintenance**

Staff continued collaboration with Conserving Carolina, the Carolina Climbers Coalition, and the Rutherford Outdoor Coalition to assess storm damage and plan reroutes necessary to reconnect the Buffalo Creek Park and Weed Patch Mountain trail systems. Temporary and permanent trail signage was developed and installed as needed. Major repairs were completed on the north segment of the Buffalo Creek Park loop, marking a significant milestone in trail recovery efforts. Staff also planned upcoming maintenance days and recruited additional volunteers.

- **Lake Operations and Permitting**

Staff compiled and updated water sample data, delivered samples weekly to Black Mountain, and coordinated volunteer-assisted sampling efforts. Preparation continued for 2026 boat permit sales, which are scheduled to begin January 12, 2026. Activities included ordering 2026 boat permits, reviewing commercial model applications, contacting previous applicants,

and developing updates to the 2026 Boater's Guide, Boater's License Process, and Parks, Recreation & Lake sections of the Town website.

## Finance Department Report

Overall, the Finance Department has maintained strong oversight of revenues and expenditures, completed audit preparations, and continues to actively pursue funding opportunities to support the Town's ongoing operations and financial stability.

### Top Accomplishments & Project Updates

- **Financial Status**

The Town's current financial position includes an unreconciled bank balance of approximately \$8,700,000 for all funds, excluding special revenue funds. The Dam Fund maintains a balance of \$8,000,000. As noted in prior reports, State revenue replacement loan proceeds, FEMA reimbursements, and ARPA funds continue to significantly enhance the Town's cash position.

- **Budget and Revenue Tracking**

Revenue and expenditure accounts are generally tracking with budget projections for all departments except non-governmental accounts, where insurance costs are estimated to exceed projections. Water and sewer collections are continuing to perform above budgeted levels, as reflected in Fund 53. Public Services staff are effectively controlling costs and monitoring activities to maintain financial stability.

- **Audit**

The Finance Department is awaiting the final steps for the FY 2024 audit. Staff have also begun preparing for the FY 2025 audit process, initiating the first steps in the review to ensure a smooth and timely audit cycle.

- **FEMA Revenue Replacement Loan**

The Finance Group continues to follow up with FEMA representatives regarding potential "revenue replacement" funding, which could be provided as a loan or other form of disbursement. Securing this funding will provide an additional revenue component for FY 2026.

## Communications Department Report

Throughout December, Communications Director Laura Krejci successfully managed public engagement, social media, grant coordination, and event planning, ensuring transparency, active community involvement, and effective dissemination of critical Town information.

### Top Highlights & Project Updates

- **Media and Public Information**

The department continued proactive public information efforts through Town

News updates, the Town website, and social media platforms. Messaging focused on storm recovery, lake level updates, winter weather preparedness, Town meetings, employment opportunities, and community programs. Several posts reached more than 200,000 people, reflecting strong public engagement and broad dissemination of critical information.

- **Website & Digital Communications**

The Town's website recorded approximately 14,000 users in December 2025, an increase from 13,000 users in December. A total of 47 Town News posts were published during the month, covering topics such as lake use regulations, comprehensive planning updates, meeting summaries, emergency preparedness, permit information, and community events. On January 1, a summary of Town News items was emailed to 2,937 subscribers, representing an increase of 194 subscribers from the prior month.

- **Social Media Growth and Management**

The Town of Lake Lure's social media following continued to grow, reaching over 40,297 followers in December. This represents a 14 percent increase since January 2025. The department shared 60 posts during the month, generating significantly increased engagement and comments, which required active monitoring and response. Comparative analysis shows Lake Lure's social media presence exceeds that of several similarly sized municipalities and regional partners.

- **Events and Community Engagement**

The department successfully planned and coordinated the Lighting Up Lake Lure event on December 3, which was attended by well over 100 participants. Additional December events included the Raptor Roundup wrapping party and parade, The Giving Tree Drop-In, Comprehensive Planning Round Table meetings, Town Council meetings, workforce housing discussions, and various community and partner meetings. Planning is ongoing for upcoming January meetings, storm recovery sessions, and special events, including presentation of the Dirty Dancing Proclamation at a January 2026 Town Council meeting.

- **Grants and Project Coordination**

- FY22 30% Design Grant – Lake Lure Replacement Dam**

The Town has officially confirmed receipt of \$484,471 in grant funding. An updated work order with Schnabel Engineering was approved by Town Council, and coordination with the NC Dam Safety Office continues to advance the project. Construction is scheduled to begin in January 2026 and is expected to take 6–8 months.

- FY24 Detailed Design Grant**

The Town submitted a complete application for the detailed design phase of the replacement dam totaling \$3.5 million, with a required 35 percent local match. In December, notification was received that the project is moving forward for FEMA signature, pending completion of the FY22 project.

- Dogwood Trust Collaboration & Innovation Grant**

The previous application was not approved due to the lack of an identified property location for the workforce housing project. Coordination continues

with Town leadership, Gateway Wellness Foundation, Foothills representatives, and Dogwood Trust. A follow-up meeting is scheduled and Council direction will be needed if the Town plans to resubmit during the March grant cycle.

#### **NC DEQ Dam Safety Grant**

An application was submitted for the spillway project, and coordination continues as part of the Town's broader dam safety and infrastructure strategy.

### **Manager / Administration Department Report**

December was a dynamic and productive month, marked by a high volume of staff, council, and board meetings, as well as ongoing efforts to navigate the evolving landscape of post-storm recovery and day-to-day operations.

### **Top Highlights & Project Updates**

- FEMA Coordination and Recovery Funding**

Town staff continued weekly meetings with FEMA leadership to advance ongoing storm recovery projects and advocate for Lake Lure's funding needs, with a focus on accelerating support for key infrastructure projects and ensuring timely reimbursement. Staff also worked closely with ICF to advance funding through FEMA Public Assistance and the Hazard Mitigation Grant Program (HMGP). Applications for HMGP have been submitted, while the Community Development Block Grant for Disaster Recovery (CDBG-DR) cycle has not yet opened. The Town has successfully secured NCDEQ Division of Water Infrastructure (SA-HMW) funding for several major Hurricane Helene-related projects, including the Wastewater Treatment Plant replacement, a water line extension to Yacht Island, and the construction of bulk chemical storage facilities at the Wastewater Treatment Plant. In addition, the Town received \$562,500 in funding through the Office of State Budget and Management (OSBM) to support the sewer replacement project. Staff continue to actively monitor and pursue emerging funding opportunities through the American Flood Coalition, including a submitted application for a dam failure impact study, the Economic Development Administration, and other state and federal programs to maximize recovery resources for the Town.

- Project Obligations and Reimbursements**

Fifteen FEMA Public Assistance projects have been obligated, including thirteen small projects and two large projects. The Town has received \$4,214,143.92 for thirteen of the small projects, with an additional reimbursement of \$106,737.47 pending. Drawdown requests have been submitted for the two large projects, but funds for these have not yet been received.

- Tainter Gate Repairs**

All documents for the tainter gate seal repair project have been initiated and we remain on schedule to complete the project by February 1st.

- **Fuel Pump, LLT Docks and Morse Park Stormwater Plan**  
Odom Engineering is finalizing the remaining work on two Town projects: the Lake Lure Tours fuel pump and docks, and the Morse Park stormwater plan. The conceptual design plan for the fuel pump and docks is complete, and Odom is now working on the formal design. A draft of the stormwater plan has been submitted and is currently under review by the Town. Bid documents for the fuel pump and dock work are already in preparation to allow the Town to move forward promptly.
- **Army Corps**  
USACE provided updated LiDAR, but no formal hydrology report has been received.
- **Proctor Road**  
The Proctor Road stabilization project is complete, including the installation of jersey barriers. A separate project addressing a culvert on Proctor Road will begin once funding is received from FEMA.
- **West End Sewer Project**  
Crews have completed work for this project. Chimney Rock Village has been formally notified that it may now connect to the collection system.
- **Lake Structure Demolitions**  
Town staff were informed that a decision on direct federal assistance cannot be appealed, and a grant request to the Office of State Budget and Management for removal was denied. Staff continue to evaluate removal options and are working with the State SMART program to explore any remaining possibilities.
- **Lake Debris Cleanup**  
Town staff remain in communication with the state SMART program administrator regarding shoreline and remaining lake debris removal. A contractor has been selected by the program and is expected to be on the lake in early January to finalize their scope of work. This support allows for debris management without initial Town procurement costs or cash flow impact.
- **Welcome Center and Marina Building**  
The marina building has been demolished, and a temporary marina structure will be installed to allow Lake Lure Tours to operate this season. For the welcome center, Town staff continue to provide information to FEMA regarding substantial damage and the need for timely removal due to health and safety concerns, with discussions ongoing to determine next steps for demolition.
- **Boys Camp Bridge Replacement**  
Bidding documents for the Boys Camp Bridge replacement are expected to be advertised in late January or early February. Following the bid process, the contract will be awarded and construction will begin, with anticipated completion in spring 2026.

**V.**

**COUNCIL LIAISON**

**REPORTS AND**

**COMMENTS**

# VI.

# PUBLIC HEARING

- A. Ordinance No. 26-01-13 Amending Zoning Map Pertaining to Pin#1641354, 2.94 Acre Parcel on Whitney Boulevard
  - I. Staff Report
  - II. Public Hearing
  - III. Commission Deliberation
  - IV. Consideration for Adoption of Ordinance No. 26-01-13 Amending Zoning Map Pertaining to Pin#1641354, 2.94 Acre Parcel on Whitney Boulevard
- B. Ordinance No. 26-01-13A Amending Standards for Driveway Entrance Columns in Residential Districts
  - V. Staff Report
  - VI. Public Hearing
  - VII. Commission Deliberation
  - VIII. Consideration for Adoption of Ordinance No. 26-01-13A Amending Standards for Driveway Entrance Columns in Residential Districts
- C. Ordinance No. 26-01-13B Amending Tree Clearing and Replanting Requirements within the Town of Lake Lure
  - IX. Staff Report
  - X. Public Hearing
  - XI. Commission Deliberation
  - XII. Consideration for Adoption of Ordinance No. 26-01-13B Amending Tree Clearing and Replanting Requirements within the Town of Lake Lure

A. Ordinance No. 26-01-13 Amending  
Zoning Map Pertaining to Pin#1641354,  
2.94 Acre Parcel on Whitney Boulevard

**LAKE LURE TOWN COUNCIL**  
**AGENDA ITEM REQUEST FORM**  
**Meeting Date: December 9, 2025**

**SUBJECT:** Recommendation to consider a citizen request for a zoning map amendment.

**AGENDA INFORMATION:**

**Item Number:** A  
**Department:** Community Development  
**Contact:** Michael Williams, Community Development Director  
**Presenter:** Michael Williams, Community Development Director

**BRIEF SUMMARY:**

Local resident, Bruce Ahart, has requested a zoning amendment change for an undeveloped parcel that he owns through an LLC, to allow for his plans to subdivide the 2.94-acre parcel for small homes. The parcel (1651354) is part of a small Commercial Neighborhood zoning district currently made up of five parcels totaling 8.89 acres. It is surrounded by Residential 3 zoning. The request is to rezone this single parcel to Residential 3. Mr. Ahart, on behalf of Meltina Holdings LLC, applied for the rezoning on November 17, 2025. The Zoning & Planning Board reviewed the application on December 16<sup>th</sup> and afterwards issued their recommendation that while they found the rezoning to be inconsistent with the current Comprehensive Plan, they also determined that it was reasonable and in the public interest. The property was posted with Rezoning Notice signs on December 18, 2025 and abutting property owners were advised of the January 13<sup>th</sup> Public Hearing by a December 22, 2025 mailing. There have been no public comments received regarding the rezoning request.

**ATTACHMENTS:**

- Zoning & Planning Board Statement of the Case and Recommendation
- Copy of Petition for Rezoning
- Copy of Meltina Holdings, LLC deed for parcel
- Copy of Future Land Use Map from Comp Plan for PIN #1641354
- Copy of Future Land Use Map showing entire town jurisdiction
- Copy of survey
- Copy of development plan
- Copy of Abutting Property Owners notified

**STAFF COMMENTS AND RECOMMENDATIONS:**

Staff recommends that Council approve the zoning map amendment requested by Bruce J. Ahart and located at PIN #1641354.

**BEFORE THE LAKE LURE ZONING AND PLANNING BOARD**  
**Re: RZ-2025001**

**REGARDING THE PETITION OF MELTINA HOLDINGS, LLC FOR  
A ZONING MAP AMENDMENT**

**STATEMENT OF THE CASE**

**On December 16<sup>th</sup> 2025, the Board considered rezoning request RZ2025001 presented by Bruce Ahart (Meltina Holdings, LLC) regarding 0 Whitney Boulevard, Parcel #1641354, to amend the zoning map from Commercial Neighborhood District to Residential-3 District and to make that recommendation to Town Council.**

The members of the Board of Adjustment sitting for the hearing were:

Charlie Ellis, Vice Chair  
Ken Williams  
Mac Hillabush  
Debbie Warren

Council Liason attending meeting:

Jim Proctor

The following individuals provided testimony:

Richard Carpenter, Development & Environmental Review Specialist  
Bruce Ahart of Meltina Holdings, LLC, Owner

Rick Carpenter presented to the board the request for re-zoning for Mr. Ahart from CN (commercial neighborhood) to R3 (residential). This is the only district in the area that would fit for this property.

Mr. Ahart advised that with the 100 year floodplain and the size of the lot, it makes this more difficult to build. Looking to subdivide the lots and place small homes. Discussion ensued

Debbie Warren made a motion to approve the recommendation for re-zoning at parcel #1641354 finding that while the request is inconsistent with the current Future Land Use Map it has been determined by the board to be reasonable and in the public interest. Mac Hillabush seconded the motion and all were in favor.

Report submitted by Mike Williams, Community Development Director  
Dated: 12/22/025

NOV 07 2025

RECEIVED

TOWN OF LAKE LURE  
PETITION FOR REZONING

Application Fee: \$510.00 (see attached)

Petition No. RZ - 2025001

Z &amp; P Board Recommendation:

to amend map to R-3Date: 12/16/25

Action by Town Council:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Ord. No. \_\_\_\_\_ Date: \_\_\_\_\_

## APPLICANT:

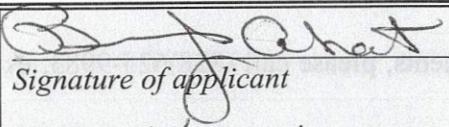
(Check one) Owner:  Agent: \_\_\_\_\_ (If applicant is not the owner, attach authorization to act as agent)Name: Bruce J. Abert Date of Application: 11-17-25

## PROPERTY:

Property located at: 10. Whitney Blvd. LakeLure, NC 28746Legal Description (attach if necessary) see attached deed copyMap Page 539 Block 1 Lot 7L Tax PIN 1641354

## THE PETITION:

To rezone the above described property from the com. zone district to the res. 3 districtThis property is designated for Commercial Neighborhood use on the future land use map in the Town of Lake Lure 2007-2027 Comprehensive Plan.

	Signature of applicant
<u>283 YayaSky Drive</u>	Signature of owner if not applicant
<u>Street or P.O. Box</u>	_____ _____ _____
<u>LakeLure, NC 28746</u>	_____ _____ _____
<u>City, State, Zip</u>	_____ _____ _____
<u>828-447-5350</u>	_____ _____ _____
Daytime telephone number	Daytime telephone number

See attached for information regarding rezoning process.

Copy

Doc ID: 004749520002 Type: CRP  
Recorded: 05/20/2016 at 12:12:56 PM  
Fee Amt: \$26.00 Page 1 of 2  
Revenue Tax: \$0.00  
Instr# 201500010145  
Rutherford County, NC  
Faye H. Huskey Register of Deeds

BK 1127 PG 86-87

This instrument prepared by Robert W. Wolf,  
a licensed North Carolina attorney.  
Delinquent taxes, if any, to be paid by the  
closing attorney to the County Tax Collector  
upon disbursement of closing proceeds.

Doc ID: 004745440002 Type: CRP  
Recorded: 05/06/2016 at 02:00:26 PM  
Fee Amt: \$141.00 Page 1 of 2  
Revenue Tax: \$115.00  
Instr# 201500009722  
Rutherford County, NC  
Faye H. Huskey Register of Deeds

BK 1126 PG 316-317

### NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: \$115.00 This instrument is being re-recorded due to the fact that it originally was recorded prior to the legal existence of the Grantee,  
Parcel Identifier No. 16-41354 Verified by Rutherford County on the \_\_\_\_\_ day of \_\_\_\_\_, 2015 Meltina Holdings,  
By: \_\_\_\_\_ LLC, at the direction of  
Mail/Box to: \_\_\_\_\_ the principals in said LLC.

This instrument was prepared by: Robert W. Wolf, Attorney at Law, 138 South Broadway, Forest City, NC 28043

\* No Title Examination Performed by Preparer \*

Brief description for the Index: Whitney Blvd., Lake Lure, NC 28746

THIS DEED made this 2nd day of May, 2016, by and between

#### GRANTOR

TracLes, LLC, a Florida limited liability company  
6309 Pasadena Point Boulevard  
Gulfport, FL 33707

#### GRANTEE

Meltina Holdings, LLC, a North Carolina limited liability company  
283 YaYa Sky Drive  
Lake Lure, NC 28746

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in Chimney Rock Township, Rutherford County, North Carolina, and more particularly described as follows:

Situate, lying and being in the Town of Lake Lure, Chimney Rock Township, Rutherford County, North Carolina, and being all of that property shown as Lot 2 (Revised) on plat prepared by Nathan Odom, Registered Land Surveyor, on May 19, 2006, entitled "Valley Market, Inc." bearing map number 21540 and of record in Plat Book 27, Page 163, Rutherford County Registry, containing 2.94 acres, more or less, according to said plat, reference to which is hereby made and incorporated herein by reference.

Copy

Being the same property described in deed dated July 12, 2007, executed by Valley Market, Inc., a North Carolina Corporation, to TracLes, LLC, a Florida limited liability company, and recorded in Deed Book 938, Page 18, Rutherford County Registry.

The property described in this deed does not contain the primary residence of the Grantor.

The property hereinabove described was acquired by Grantor by instrument recorded in Deed Book 938, Page 18, Rutherford County Registry.

A map showing the above described property is recorded in Plat Book 27, Page 163.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

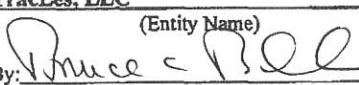
And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

Ad valorem taxes for the current year and subsequent years, easements, and restrictions of record, and any local, county, state, or federal laws, ordinances, or regulations relating to zoning, environment, subdivision, occupancy, use, construction, or development of the subject property, including existing violations of said laws, ordinances, or regulations

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

TracLes, LLC

(Entity Name)

By: 

Title: Member/Manager

(SEAL)

(SEAL)

State of

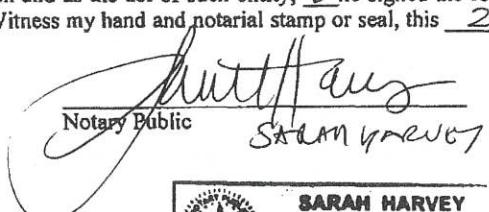
Florida

- County of

Pinellas

I, the undersigned Notary Public of the County and State aforesaid, certify that Bruce Baldwin personally came before me this day and acknowledged that  he is Member/Manager of TracLes, LLC, a Florida limited liability company, and that by authority duly given and as the act of such entity,  he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and notarial stamp or seal, this 2nd day of May, 2016.

Notary Public

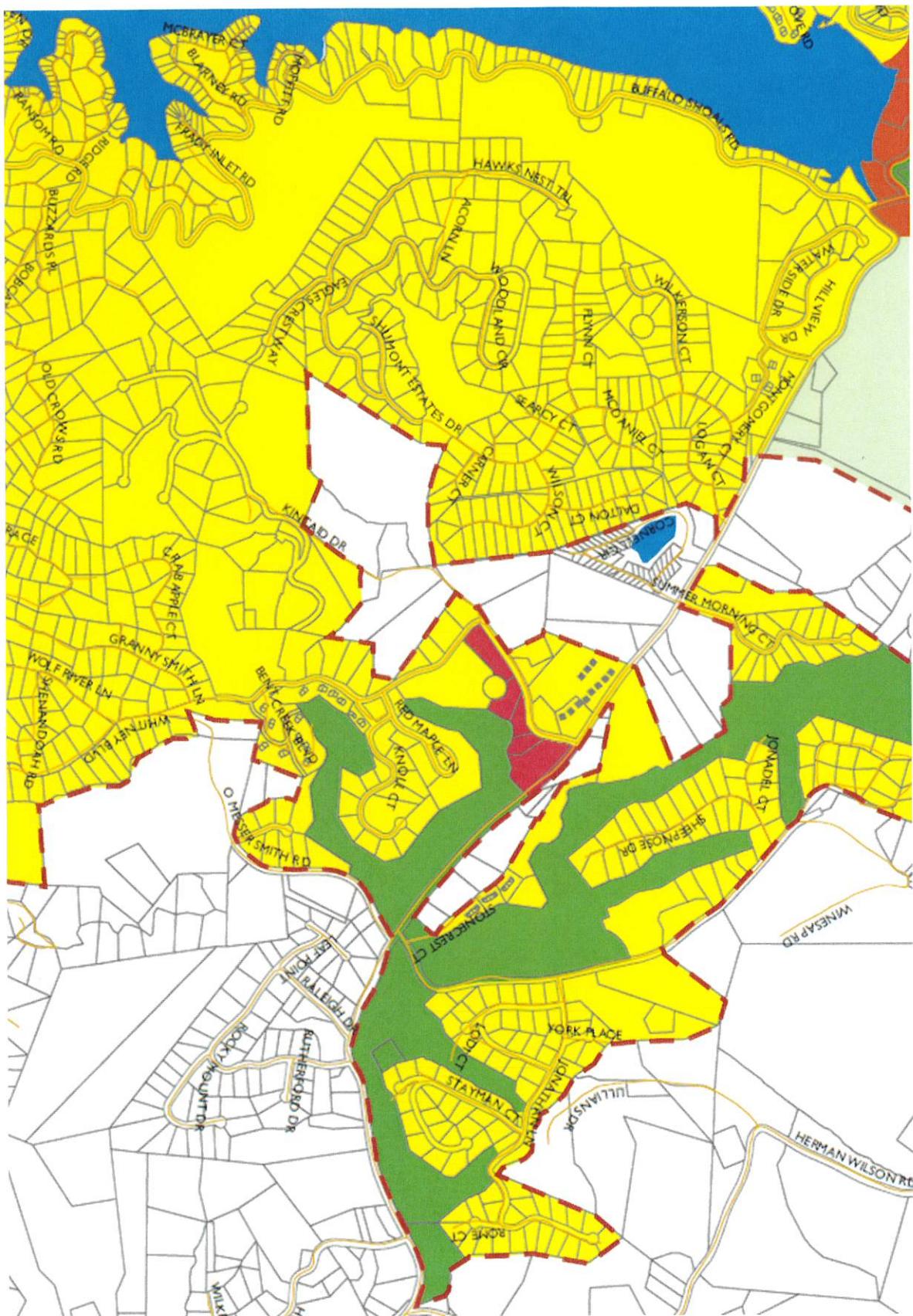
  
SARAH HARVEY

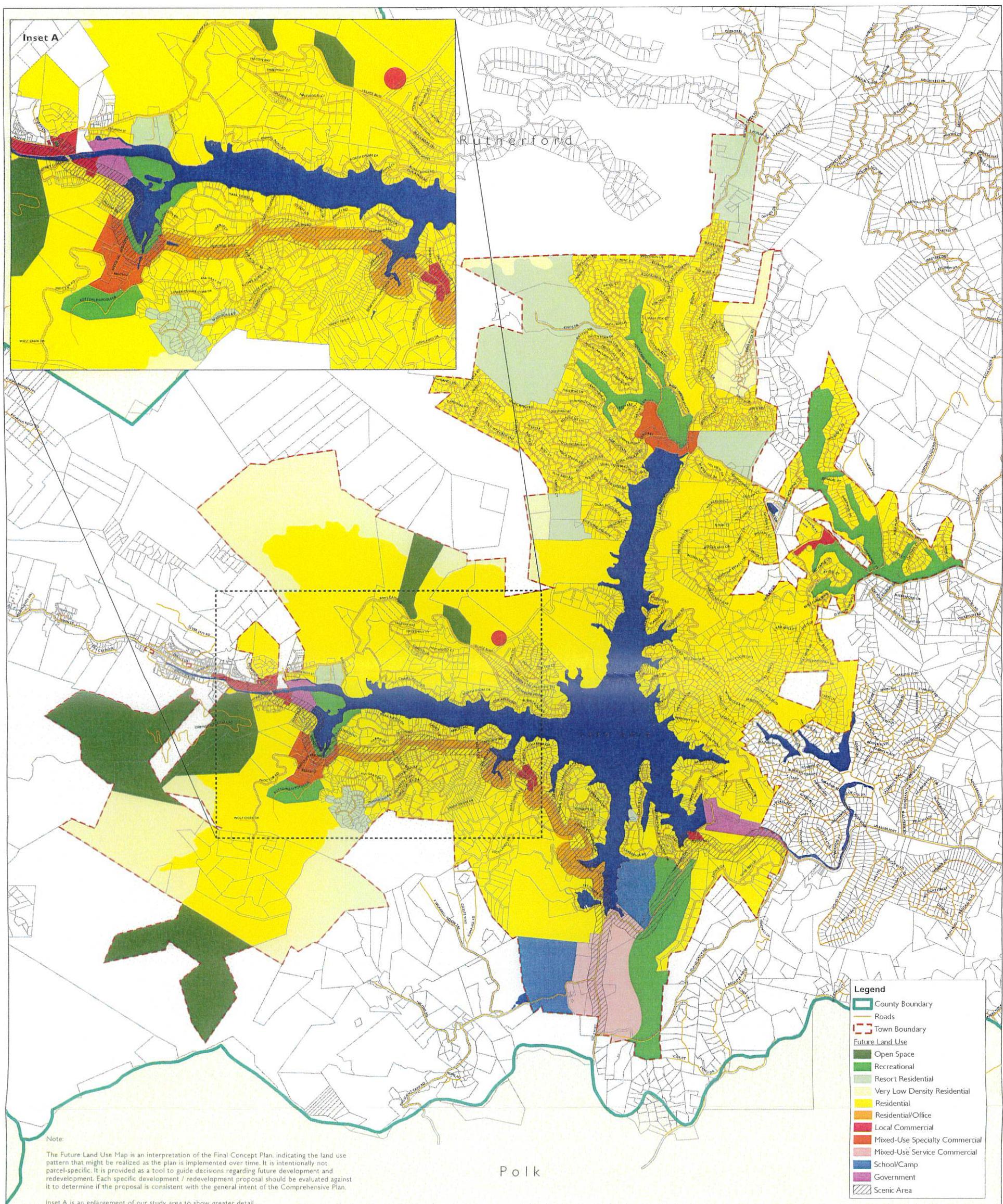
My Commission Expires: 6-11-2019

NC Bar Association Form No. 3 © 1976, Revised © 1977, 2002  
Printed by Agreement with the NC Bar Association – 1981 – Chicago Title Insurance Company



Future Land Use from Comprehensive Plan for Parcel ID #1641354





LandDesign

## Future Land Use Map

### Comprehensive Plan

Town of Lake Lure, North Carolina

0 1,000 2,000 4,000 6,000



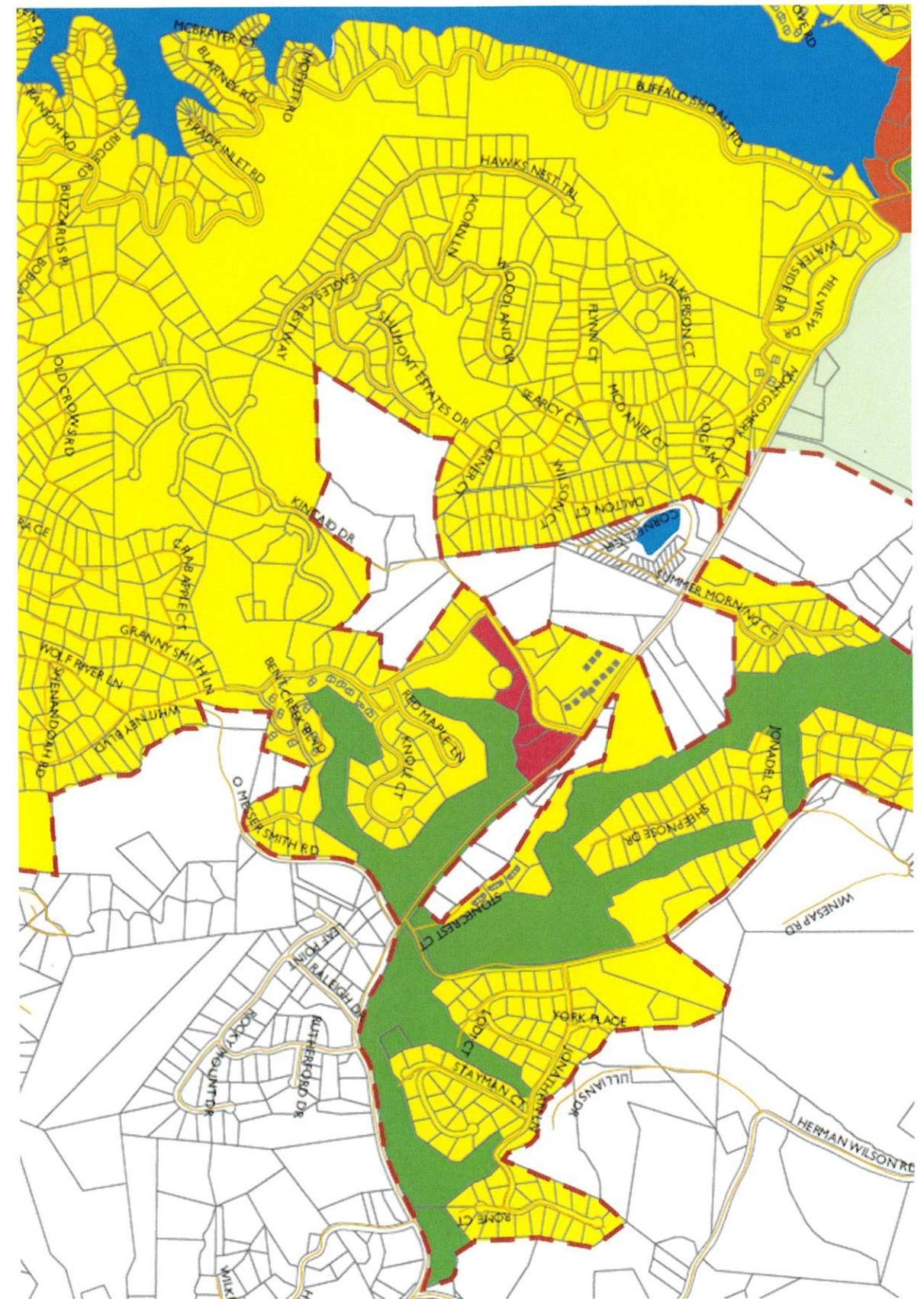
Figure # 8

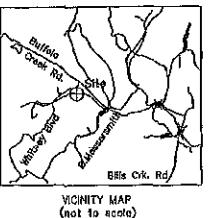
Source (base data only): Rutherford County NC. (Tax Department)

Disclaimer:

This GIS Data is deemed reliable but provided "as is" without warranty of any representation of accuracy, timeliness, reliability or completeness. This map document does not represent a legal survey of the land and is for graphical purposes only. Use of this Data for any purpose should be with acknowledgement of the limitations of the Data, including the fact that the Data is dynamic and is in a constant state of maintenance, correction, and update.

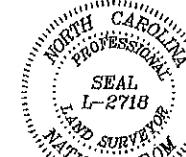
Future Land Use from Comprehensive Plan for Parcel ID #1641354





I, NATHAN ODOM certify that under my supervision this Map was drawn from an actual field survey, that the boundaries not surveyed are shown as broken lines plotted from information in book \_\_\_\_\_ page \_\_\_\_\_, WTNESS my hand and seal this 18 TH day of May A.D 2006

Signature: Nathan Odom  
Land Surveyor  
Registered Number L-2718



North Carolina, Rutherford County

FILED FOR REGISTRATION IN THE OFFICE OF THE REGISTER OF DEEDS FOR RUTHERFORD COUNTY, NORTH CAROLINA ON May 26 DAY OF 2006 AT 11:50 O'CLOCK M. AND RECORDED IN SAID OFFICE AT 4:55 O'CLOCK M. ON THE DAY OF May 26, 2006 IN PLAT BOOK 21 PAGE 163 AND VERIFIED.

Jeffrey Huskey Oliver R. Belliss  
REGISTER OF DEEDS DEPUTY REGISTER OF DEEDS

This plat represents a recombination and redision of previously subdivided and recorded lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the subdivision ordinance of THE TOWN OF LAKE LURE and is thereby exempt from the subdivision ordinance.

C. Schumacher 5/26/06  
Town of Lake Lure Zoning Administrator

I, Nathan Odom, Registered Land Surveyor No. L-2718, certify to one or more of the following as indicated thus,  or  :

D. That this plat is of a survey of another category, such as the recombination of existing parcels, a court-ordered survey or other exception to the definition of subdivision.

Nathan Odom  
NATHAN ODOM, REGISTERED LAND SURVEYOR NO. L-2718.

Doc ID: 000574430001 Type: CRP  
Recorded: 05/26/2006 at 04:56:41 PM  
Fee Amt: \$21.00 Page 1 of 1  
Instru# 200600017947  
Rutherford County, NC  
Faye H. Huskey Register of Deeds

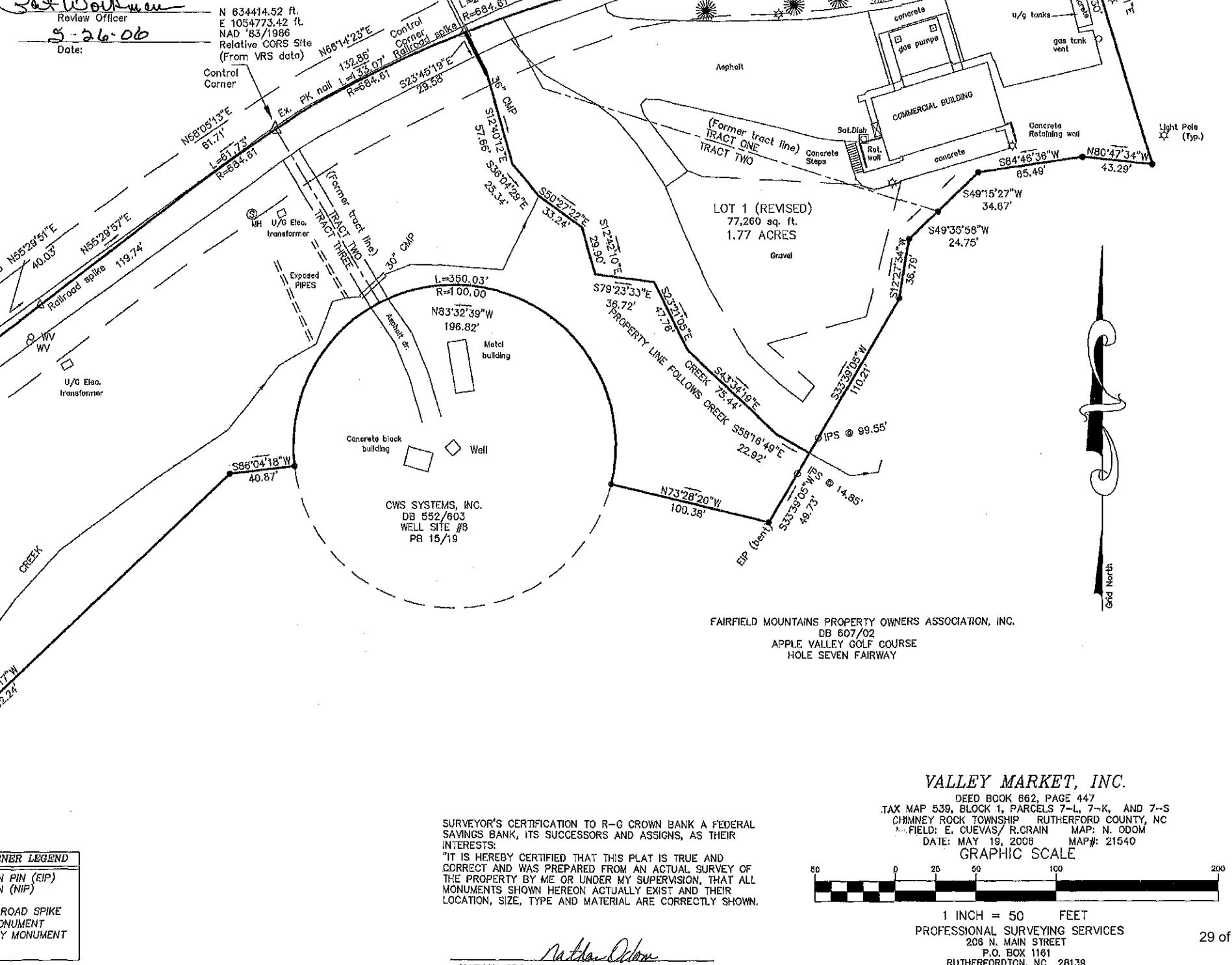
BR 27 PG 163

North Carolina.

STATE OF NORTH CAROLINA  
COUNTY OF RUTHERFORD

Pat Workman, Review Officer of Rutherford County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Pat Workman  
Review Officer  
5-26-06  
Date:



RAY E. WASIL  
and wife  
DELORES E. WASIL  
DB 726/01

SURVEYOR'S CERTIFICATION TO R-G CROWN BANK A FEDERAL SAVINGS BANK, ITS SUCCESSORS AND ASSIGNS, AS THEIR INTERESTS:  
"IT IS HEREBY CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY BY ME OR UNDER MY SUPERVISION, THAT ALL MONUMENTS SHOWN HEREON ACTUALLY EXIST AND THEIR LOCATION, SIZE, TYPE AND MATERIAL ARE CORRECTLY SHOWN."

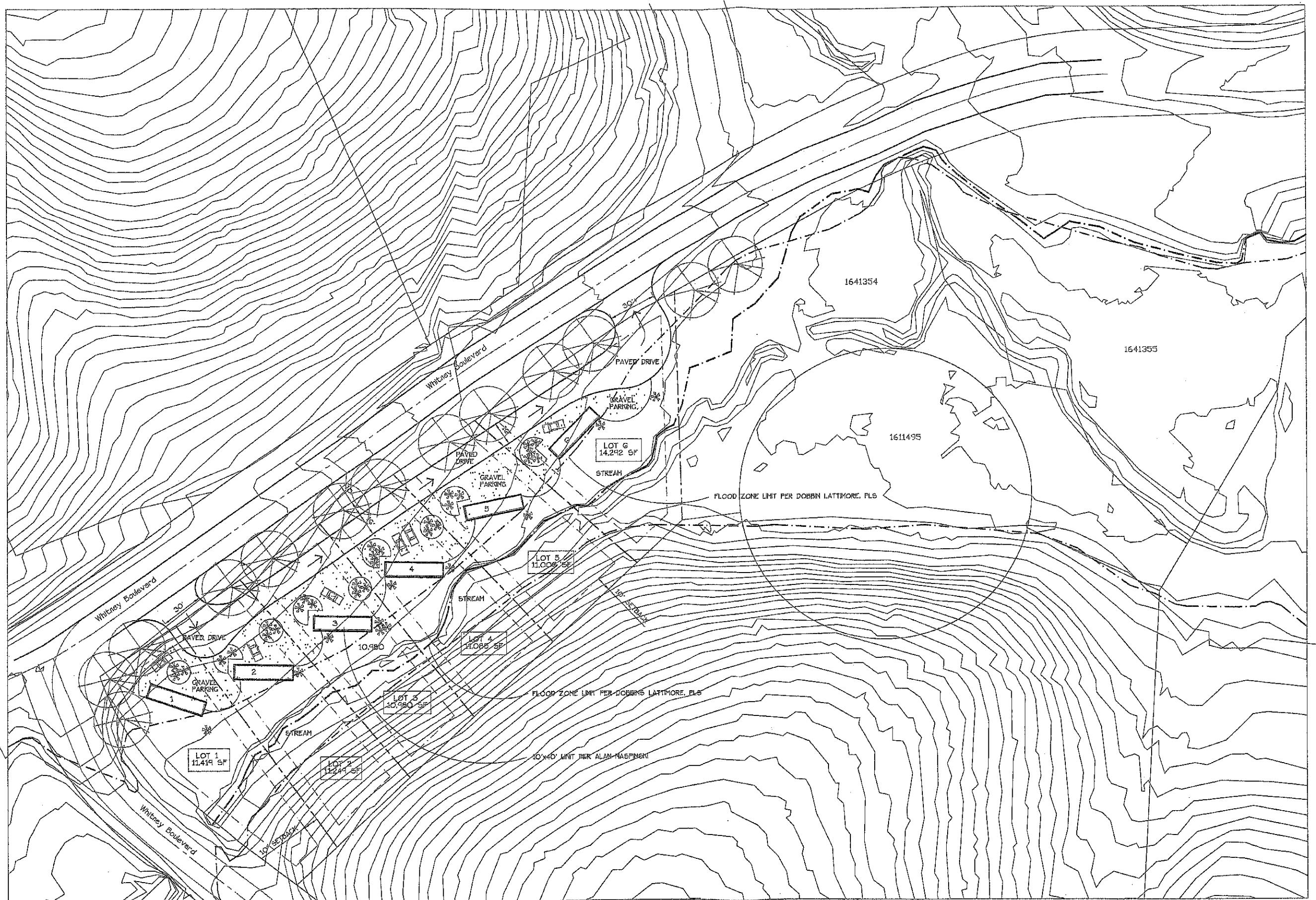
Nathan Odom  
NATHAN ODOM, REGISTERED LAND SURVEYOR NO. L-2718

FRED B. BLACKLEY, ASLA  
LANDSCAPE ARCHITECT

704.484.1731 704.913.2222

fredblackley@gmail.com

504 SOUTH DEKALB STREET  
SHELBY, NORTH CAROLINA 28150



SKETCH PLAN

HOLIDAY CABINS  
WHITNEY BOULEVARD  
LAKE LURE, N C

THIS DRAWING IS THE PROPERTY OF FRED B. BLACKLEY, ASLA  
AND IS NOT TO BE REPRODUCED OR COPIED IN WHOLE OR  
IN PART WITHOUT PERMISSION. IT IS NOT TO BE USED ON ANY  
OTHER PROJECT AND IS TO BE RETURNED UPON REQUEST.

**Notification Letters Mailed to All Abutting Property Owners (listed below) on December 22, 2025**

Tax PIN	Property Owner	Acres	Physical Address	Zoning	Owner_Mailing_Address_1	Owner_City	Owner_State	Owner_Zip
1611495	CAROLINA WATER SERVICE INC OF NORTH CAROLINA	0.81	185 WHITNEY BLVD	RESIDENTIAL 3	500 W MONROE ST STE 3600	CHICAGO	IL	60661
1618166	ASTRUP JOLE C;ASTRUP SUE M	6.34	0 WHITNEY BLVD	RESIDENTIAL 3	4641 9TH PL	VERO BEACH	FL	32966
1635635	FAIRFIELD MOUNTAINS PROP OWNERS	169.3	309 WINESAP BLVD	COMMERCIAL NEIGHBORHOOD	112 MOUNTAINS BLVD	LAKE LURE	NC	28746
1641355	BRANTLEY SHERRILL PROPERTIES LLC	1.77	143 WHITNEY BLVD	COMMERCIAL NEIGHBORHOOD	1326 BILLS CREEK ROAD	LAKE LURE	NC	28746
1636923	GREGORY JACK; KATHLEEN JACK	1.44	358 WHITNEY BLVD	RESIDENTIAL 3	358 WHITNEY BLVD #BL	LAKE LURE	NC	28746
1621059	SANDIE THARP	1.3	242 WHITNEY BLVD	RESIDENTIAL 3	242 WHITNEY BLVD	LAKE LURE	NC	28746
1652879	MARCELLA ANDERSON	3.13	222 WHITNEY BLVD	OUTSIDE TOWN LIMITS	PO BOX 7	LAKE LURE	NC	28746
1652880	MARCELLA ANDERSON	2.41	214 WHITNEY BLVD	OUTSIDE TOWN LIMITS	PO BOX 7	LAKE LURE	NC	28746
1611494	CAROLINA WATER SERVICE INC OF NORTH CAROLINA	1.22	198 WHITNEY BLVD	RESIDENTIAL 3	500 W MONROE ST STE 3600	CHICAGO	IL	60661
1647245	FAIRFIELD COMMUNITIES INC, WYNDHAM VACATION RESORTS	1.3	0 WHITNEY BLVD	RESIDENTIAL 3	6277 SEA HARBOR DR	ORLANDO	FL	32821

**B. Ordinance No. 26-01-13A  
Amending Standards for Driveway  
Entrance Columns in Residential  
Districts**

**LAKE LURE TOWN COUNCIL**  
**AGENDA ITEM REQUEST FORM**  
**Meeting Date: January 13, 2026**

**SUBJECT:** Amending Standards for Driveway Entrance Columns in Residential Districts

**AGENDA INFORMATION:**

**Item Number:** B  
**Department:** Community Development  
**Contact:** Michael Williams, Community Development Director  
**Presenter:** Michael Williams, Community Development Director

**BRIEF SUMMARY:**

Community Development staff presented a proposal to the Zoning & Planning Board to modify the Town Code of Ordinances, regarding Standards for driveway entrance columns in residential Districts. Changes would include:

Sec. 36-231. Fences, walls and hedges.

**One masonry column located on each side of a driveway to define the entrance to a property or to support a gate across a driveway, provided that such columns shall not exceed 36 inches in width and depth and eight feet in height.**

The Zoning and Planning Board voted to approve the recommended changes be presented to Council.

**ATTACHMENTS:** n/a

## TEXT AMENDMENT PROPOSAL 12162025-1

Sec. 36-231. Fences, walls and hedges.

(a) Fences, walls and hedges are exempt from setback requirements except that in residential districts, fences and walls are limited to eight feet in height from the existing ground elevation in the required side and rear yards.

(b) In the required lake front yards of all residential districts, fences, walls and hedges shall be limited to 42 inches in height.

(c) In the required street front yards of all residential districts, open fences (those allowing the free flow of light and air other than those prohibited by subsection (d) of this section) are limited to eight feet in height and solid walls and fences are limited to three feet in height from the existing ground elevation. Walls and fences may be combined, provided not more than three feet of the height of the structure may be solid and the remainder shall be open fence work. Where fences are erected, solid support columns not more than 16 inches in width on not less than eight-foot centers shall be allowed up to eight feet in height and such columns may be topped with decorative elements such as balls, vases and the like up to a total height of nine feet. Open fences include wood or metal picket, wrought iron or similar designs with a solid to open ratio of not more than 1:4. ~~Columns at entrance to vehicular driveways shall be allowed up to 36 inches per side. One masonry column located on each side of a driveway to define the entrance to a property or to support a gate across a driveway, provided that such columns shall not exceed 36 inches in width and eight feet in height.~~

(d) Chain link fencing, chicken wire, hardware cloth, and other woven or mesh products are not permitted in required street front yards of any district. Welded, galvanized or painted wire fencing materials are permitted when fully framed within a wood or similar construction fence. However, when used to enclose, protect, or secure property owner by a utility or a government agency, dark coated chain link fencing is permissible with or without dark woven mesh products. All dark woven mesh products shall be installed on the interior side of fence.

(e) All fences, walls and hedges are subject to the provisions of section 36-220 regarding visibility at intersections.

(f) Retaining walls needed to prevent erosion or land subsidence are allowed in all required yards and are exempt from the height limitations of this section. (Code 1989, § 92.116; Ord. of 1-12-1999; Ord. of 10-14-2003; Ord. No. 21-05-11B, 5-11-2021)

**C. Ordinance No. 26-01-13B  
Amending Tree Clearing and  
Replanting Requirements within the  
Town of Lake Lure**

**LAKE LURE TOWN COUNCIL**  
**AGENDA ITEM REQUEST FORM**  
**Meeting Date: January 13, 2026**

**SUBJECT:** Amending Standards for Driveway Entrance Columns in Residential Districts

**AGENDA INFORMATION:**

**Item Number:** C  
**Department:** Community Development  
**Contact:** Michael Williams, Community Development Director  
**Presenter:** Michael Williams, Community Development Director

**BRIEF SUMMARY:**

Community Development staff presented a proposal to the Zoning & Planning Board to modify the Town Code of Ordinances, regarding Tree Clearing and Replanting Requirements within the Town of Lake Lure.

Sec. 36-264. Special administrative and enforcement provisions for land clearing and grading activities.

The tree preservation officer may approve alternate compliance methodology based on available space for planting.

The Zoning and Planning Board voted to approve the recommended changes be presented to Council.

**ATTACHMENTS:** n/a

## TEXT AMENDMENT PROPOSAL 12162025-2

Sec. 36-264. Special administrative and enforcement provisions for land clearing and grading activities.

(4) Replantings. Any significant tree cut in excess of the number allowed by the Forest Coverage Table or without an approved tree protection plan, or in violation of an approved tree protection plan, or that is damaged during construction to the extent that the tree is likely to die, shall be replaced by healthy trees at the expense of the owner of the property, or the owner's agent. Such trees shall be replaced by species recommended in the Lake Lure Tree Management Handbook, at the "minimum dbh for replanting" sizes appropriate to the species as shown in Appendix A to this chapter and in sufficient numbers to equal the total inches in dbh of the trees damaged or unlawfully removed. The tree preservation officer may approve alternate compliance methodology based on available space for planting. Any areas exceeding 100 square feet in size from which native shrubbery and their stumps and roots have been removed without approval as part of a tree protection plan, or that are damaged to an extent likely to cause the death of those shrubs, shall be replanted with healthy shrubbery at the expense of the owner or the owner's agent. Such replacement trees and/or shrubs shall be planted in the approximate location of the originals that were damaged or unlawfully removed, or elsewhere on the property as approved by the tree protection officer ~~officer~~, and shall be inspected at intervals by the tree protection officer. Any replanted trees or shrubs not continuing in good health for a minimum of two years shall be replanted at the expense of the owner of the property or the owner's agent.

# VII.

# CONSENT AGENDA

- A. Approval of December Minutes
- B. Resolution No. 26-01-13 Declaring Two Iron Frame Structures Surplus and Authorizing Their Donation to the Lake Lure Flowering Bridge

## **A. Approval of December Minutes**

**TOWN OF LAKE LURE  
REGULAR TOWN COUNCIL STORM RECOVERY  
STATUS**

Monday, December 1, 2025 at 10:00 a.m.  
Town Hall at the Landings



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**Agenda**

**Roll Call:**

Commissioner Jim Proctor  
Commissioner Scott Doster  
Commissioner Dave DiOrio  
Mayor, Carol C. Pritchett  
Olivia Stewman, Town Manager

Laura Krejci, Communications Director  
Sean Humphries, Police Chief  
Dustin Waycaster, Fire Chief  
Mike Williams, Community Development Director  
Doug Ramiser, ICF  
Jeff Geisler, Rumbling Bald

**Absent:**

Commissioner Patrick Bryant  
Dean Lindsey, Public Works Director  
Evan Smith, FEMA  
Dana Bradley, Park & Rec Director

**I. Call to Order**

Mayor Carol C. Pritchett called meeting to order at 10:01 am.

**II. Agenda Adoption**

Commissioner Dave DiOrio made a motion to approve the agenda as presented. Commissioner Scott Doster seconded the motion, and all were in favor.

**III. Storm Recovery Updates**

Town Manager, Olivia Stewman, advised that we are waiting for a change in the contract for the marina. Once received we will schedule a special meeting for approval.

A meeting is scheduled for today to go over the HMPG projects. Looks like it will be requested to split large projects into phases. Uncertain, but will update more after meeting.

**Public Works:**

Dean Lindsey, Public Works Director, was unavailable this morning to provide any updates.

**Parks & Rec:**

Dana Bradley, Parks & Recreation Director, was unavailable this morning to provide any updates.

**Rumbling Bald:**

Jeff Giesler advised they continue to work on the projects and just waiting on confirmation of getting boats into the lake for the rowing teams.

**Community Development:**

Mike Williams advised that he continues to work with those with damaged boathouses. Some have begin to move forward and others are still reviewing the options and cost.

**Police Department:**

No storm related updates at this time.

**Fire Department:**

Dustin Waycaster, Fire Chief advised that Memorial Hwy will have a detour at the Geneva till 5:00pm today for water line installation. Should have flaggers on site up until that time.

**Communications:**

Laura Krejci, Communications Director, advised that there has been some inquires on the bench remaining at Morse Park. Town will be working to remove and stabilize banks. Will keep town informed on plan for the continued improvement of the Park area.

Lighting up Lake Lure is set for December 3, 2025 at 5:30pm. and Round table even is scheduled for December 10, 2025 at 6:00pm.

**ICF:**

Doug Ramiser advised that the sand replacement at the beach should be awarded this week. We have also created a new project. Should show up by next week.

**FEMA:**

Evan Smith, FEMA was unavailable for an update at this time.

**Finance:**

No updates to report currently.

**Other:**

Commissioners question the status of the Welcome Center, Town Hall, and Marina office. Doug advised that they have responded to FEMA but does not see Town Hall being deemed unable to restore. Did advise to get a contractor estimate. Olivia to work on getting those estimates for FEMA.

A few reminders. The Town Council Work Session meeting is scheduled for December 17, 2025 at 8:30 am

Lake level gages have been installed and are now working on getting the stream gages installed this week.

Tainter gate seal repair begins today.

No other updates to report.

**IV. Adjournment:**

Commissioner Dave DiOrio made a motion to adjourn Storm Recovery Status meeting. Commissioner Scott Doster seconded the motion, and all were in favor.

**Attest:**

---

Kimberly Martin, Town Clerk

---

Carol C. Pritchett, Mayor

**TOWN OF LAKE LURE  
REGULAR TOWN COUNCIL STORM RECOVERY  
STATUS**

Monday, December 15, 2025 at 10:00 a.m.  
Town Hall at the Landings



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**Agenda**

**Roll Call:**

Commissioner Jim Proctor  
Commissioner Dave DiOrio  
Mayor, Carol C, Pritchett  
Olivia Stewman, Town Manager

Laura Krejci, Communications Director  
Sean Humphries, Police Chief  
Dustin Waycaster, Fire Chief  
Dana Bradley, Park & Rec Director  
Dean Lindsey, Public Works Director  
Mike Williams, Community Development Director  
Doug Ramiser, ICF  
Jeff Geisler, Rumbling Bald

**Absent:**

Commissioner Patrick Bryant  
Commissioner Scott Doster  
Evan Smith, FEMA

**I. Call to Order**

Mayor Carol C. Pritchett called meeting to order at 10:01 am.

**II. Agenda Adoption**

Commissioner Jim Proctor made a motion to approve the agenda as presented. Commissioner Dave DiOrio seconded the motion, and all were in favor.

**III. Storm Recovery Updates**

Town Manager, Olivia Stewman, advised that we have received SRF Funds have been received. 6.6 million for water line extension, 5 million for the wastewater treatment plant, and about 460,000 for Bolt Chemical Storage. We did not receive the shoreline stabilization grant, but looking at what other options, we may have.

The FEMA smart program was out on Friday for site visits and review. Will be working to pick up shoreline debris. There is not timeline right now but will keep everyone updated on that progress.

### **Public Works:**

Dean Lindsey, Public Works Director, advised that the beach marine begin its demolition today.

Getting finalized plans and will begin working on the fueling station and docks. 10 x 16 building will be placed as temporary use.

Working to get quotes on boat ramp.

The Tainter gates repairs are underway. Cambro has mobilized and lake levels will drop to 975.

Working to get Rock Crest Cove access moving forward. Hope to be completed to allow Jeff from Rumbling Bald to use to get boats on lake for the rowing teams coming in March.

Smoke testing has been completed, and the camera testing will begin.

Stream gauges and being installed as we speak. Discussion ensued.

### **Parks & Rec:**

Dana Bradley, Parks & Recreation Director, quotes for Buffalo Creek Park averaging around \$300,000.

Water samples remain good and should have updated spreadsheet by end of the week.

Buoys have been ordered and should be here in about 6 weeks.

Dredging grant has been awarded \$750,000 with a 250,000 match from the town.

The fresh market in Hendersonville will be donating 200 trees for fish habitat and still plan to collect trees after the Christmas holiday.

Boat permits should begin in January but will update the exact date. Discussion ensued. No other updates are available.

### **Rumbling Bald:**

Jeff Giesler advised they have a member that would like to swim around the lake for charity. Will set up a meeting with Olivia to get that arranged.

Currently the docks are torn apart sitting on the beach and would like to be notified when the lake will begin to come up.

Still working on the culvert pipe. Sending plans this week.

### **Community Development:**

Mike Williams advised no updates available at this time.

### **Police Department:**

No storm related updates at this time.

### **Fire Department:**

Dustin Waycaster, Fire Chief advised no updates at this time.

**Communications:**

Laura Krejci, Communications Director, advised that posts are reaching a huge crowd. Most feedback is 98% positive. Public is tuned in and engaged. The grant application was submitted on Friday.

**ICF:**

Doug Ramiser advised that the sand replacement at the beach should be awarded this week. We have also created a new project. Should show up by next week.

**FEMA:**

Evan Smith, FEMA was unavailable for an update at this time.

**Finance:**

No updates to report currently.

**Other:**

**IV. Closed Session in Accordance with G.S. 143-318.11 (a)(3) for Attorney Client Privilege**

Commissioner Dave DiOrio made a motion to go into closed session. Commissioner Jim Proctor seconded the motion and all were in favor.

**V. Adjournment:**

Commissioner Jim Proctor made a motion to adjourn Storm Recovery Status meeting. Commissioner Dave DiOrio seconded the motion, and all were in favor.

**Attest:**

---

Kimberly Martin, Town Clerk

---

Carol C. Pritchett, Mayor

**TOWN OF LAKE LURE  
REGULAR TOWN SPECIAL WORK SESSION AND  
ACTION MEETING**

Wednesday, December 17, 2025 at 8:30 a.m.

Town Hall at the Landings



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**Agenda**

Roll Call:

Commissioner Dave DiOrio

Commissioner Jim Proctor

Commissioner Patrick Bryant

Mayor, Carol C, Pritchett

William Morgan, Attorney

Olivia Stewman, Town Manager

Dean Lindsey, Public Works Director

Laura Krejci, Communications Director

Sean Humphries, Police Chief

Dustin Waycaster, Fire Chief

Dana Bradley, Park & Rec Director

Mike Williams, Community Development

**Absent:**

Mike Hager, Lobbyist

Commissioner Scott Doster

**I. Call to Order**

Mayor Carol C Pritchett called meeting to order at 8:32 am.

**II. Agenda Adoption:**

Commissioner Dave DiOrio made a motion to amend the agenda adding item VIII. K9 Program Proposal by Lake Lure Police Department and item IX Consider Waiver and Suspension Request for Carolina Climbers Coalition Rumble 2026 Event. Commissioner Patrick Bryant seconded the motion and all were in favor.

**III. Consider Schnabel Work Order 16A for Construction Phase Services for Spill way Crest Repairs at Lake Lure Dam**

Town Manager, Olivia Stewman advised this is for the oversite of the current project. This will cover Contactors, site visits, any RFI'S and T&N. Based on the proposal the cost would be \$83,942. Will work on keeping the cost below that. Board members have questions.

Commissioner Jim Proctor made a motion to table till later in meeting. Commissioner Dave DiOrio seconded the motion and all were in favor.

#### **IV. Consider LaBella Task Order 28 for Ad Hoc GIS Services**

Town Manager, Olivia Stewman advised this will help with GIS services as we continue to move forward. We have staff trained and certified with GIS however in some areas we will still need help.

Commissioner Jim Proctor made a motion to approved Labella Task Order 28 Ad Hoc GIS services. Commissioner Dave DiOrio seconded the motion and all were in favor.

#### **V. Consider Labella Task Order 29 for Hydro Plant Access Reestablishment**

Town Manager, Olivia Stewman presented Task Order 29 for access road to Hydro plant that was destroyed. This is a FEMA covered project. We have received design back and it will be cheaper than expected. Could be a 428. This would be for road, ramp, and access to the building but would not contain any electrical.

Commissioner Dave DiOrio made a motion to approved LaBella Task Order 29 for Hydro plant Access Reestablishment. Commissioner Patrick Bryant seconded the motion and all were in favor.

#### **VI. Consider Adoption of Resolution No. 25-12-17 Authorizing an Amendment to On-Call Engineering Services Agreement with Labella Associates**

Town Manager, Olivia Stewman advised that LaBella current contract exceeded. It will expire next month but looking to extend till 2028. We can look at hiring a new firm but feel that LaBella has been there from the beginning and knows the Town's needs. Board discussion ensued.

Commissioner Patrick Bryant made a motion to approve Resolution NO. 25-12-17 Authorizing an Amendment to On-Call Engineering Services Agreement with Labella Associates. Commissioner Dave DiOrio seconded the motion and all were in favor.

#### **VII. Consider Request for Rent Deferral**

Wade Oppliger, owner of the Gym located at the old ABC store that is town owned, is requesting to defer rent for the off-season months and resume schedule during high peak season. He advises that the Hurricane has crippled business and with the Lake still not open, we have had a short season with less visitors. The Gym is helpful for the

community, but navigating business has been challenging. Hope that the council will consider a deferral to help make it to the summer.

Commissioner Dave DiOrio and Jim Proctor advised that we could look at the lease and consider restructuring to fit reality. Discussion ensued.

Town Manager Olivia Stewman will schedule a meeting with Wade to work through the details and review the new lease.

#### **VIII. K9 Program Proposal by Lake Lure Police Department**

Chief Humphries and Officer Courtney Burrell presented to the council wanting to bring a K9 unit to Lake Lure. Currently we are down 2 officers and feel this would make a great addition to the department. Not only bring more sources in but also boost moral throughout the department. Looking to have the dog trained in Search and Rescue. We have done an investigation of the cost being around \$17,000 for the dog and training. This will be donated by Rocky Grillo. The cage for the car is around \$5,000 and will be donated as well. We estimate about \$500.00 a year for food. Will have discounts for Vet visits. Officer Burrell would be her handler, and she would be 13 months old.

Dustin Waycaster, fire chief advised that this would benefit not only the police department but also the fire department with search and rescue. It could help us cut down search time and could be used as a recruitment tool.

Discussion ensued from board and it was noted that the dog could be trained for other capabilities in the future.

Commissioner Jim Proctor made a motion to approve K9 program proposal. Commissioner Patrick Bryant seconded the motion and all were in favor.

#### **IX. Consider Waiver and Suspension request for Carolina Climbers Coalition Rumble 2026 Event.**

Town Manager Olivia Stewman advised the council that we would like to reintroduce the Rumble to Lake Lure in March. Since we are unable to utilize Morse Park, they would use the Green Space and would be up to 300 people scheduled from March 6-March 8. Looking to waive fees and for use of municipality, any noise ordinance and camping, and peddlers' ordinance as somethings would be sold at the event.

Commissioner Jim Proctor made a motion to approve waiver and Suspension request for the Carolina Climbers Coalition Rumble 2026 Event. Commissioner Patrick Bryant seconded the motion and all were in favor.

#### **X. Hager Strategic Solutions Updates**

Mike Hager was unable to attend the meeting today, but Town Manager, Olivia Stewman presented in his place.

Verizon is reviewing plans to hopefully submit to be added to the tower being installed on Boys Camp Road and AT&T is set to begin fiber line in the first quarter of 2026. No other updates at this time.

## **XI. Storm Recovery Updates**

The Town has been awarded funding through the Division of Water Infrastructure's Helene SRF program and additional funds may be available in April 2026. The Town has not yet received the award letter but will update once more details are available. Also awarded \$562,500 through the Office of State Budget and Management to support phase I of the Sewer Replacement Projects.

The Town has submitted 6 HMGP projects that include Town Hall, Public Safety Campus, Community Road Stabilization, WWTP, Generators, and stream gages. Also working with the smart program for the remaining lake debris. Unable to provide an exact timeline. They are currently working to select a contractor.

The next-phase design submittal for the sewer replacement project has been completed and is currently under review by Town Staff. Once reviewed and approved will be provided to NCDEQ for approval. The West End sewer project is complete with all customers now having available connection points.

## **XII. Town Manager/Project Updates**

Town Manager, Olivia Stewman advised the Tainter gate seal repairs are currently underway, with the project completion still anticipated during the first week of February. In addition, Schnabel Engineering will proceed with the 30% design phase for the Dam. Funding for this work has been secured through the FY22 HHPD Grant.

Cell Tower is moving forward with electrical work being completed on January 6, 2026. Verizon has yet to apply to locate on the tower. The Town's Lobbyist has contacted Verizon's representative and has also submitted an official letter from the town.

The Comprehensive plan has completed three public input sessions to date, including virtual, traditional, and round-table formats, all of which generated valuable feedback. One additional session is planned for January 28, 2026. We have received 411 responses from the public survey and will provide a comprehensive summary once public engagement is completed.

The Town is preparing to submit an EDA Grant Funding and Dogwood Matching Grant to support replacement of the sewer system, a critical project necessary to accommodate increased business capacity and economic growth in Lake Lure. We had previously applied for a \$2 million match through Dogwood Health Trust and have been notified that these funds have been committed, contingent upon award of the EDA grant.

## **XIII. Public Comments**

There were no public comments.

**XIV. Closed Session in accordance with G.S. 143-318.11 (a) (5) for the purpose to property Acquisitions.**

Commissioner Patrick Bryant made a motion to enter in closed session. Commissioner Jim Proctor seconded the motion and all were in favor.

Council entered closed session.

**XV. Adjournment:**

Commissioner Dave DiOrio made a motion to adjourn. Commissioner Patrick Bryant seconded the motion and all were in favor. Meeting ended at 9:42 am.

**Attest:**

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Kimberly Martin, Town Clerk

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Carol C. Pritchett, Mayor

**B. Resolution No. 26-01-13 Declaring Two  
Iron Frame Structures Surplus and  
Authorizing Their Donation to the Lake Lure  
Flowering Bridge**

**LAKE LURE TOWN COUNCIL**  
**AGENDA ITEM REQUEST FORM**  
**Meeting Date:** January 13, 2026

**SUBJECT:** Resolution No. 26-01-13 Declaring Two Iron Frame Structures Surplus and Authorizing Their Donation to the Lake Lure Flowering Bridge

**AGENDA INFORMATION:**

**Agenda Location:** Consent Agenda  
**Item Number:** B  
**Department:** Administration  
**Contact:** Olivia Stewman, Town Manager  
**Presenter:** Olivia Stewman, Town Manager

**BRIEF SUMMARY:**

Town Council is requested to consider Resolution No. 26-01-13, which declares two iron frame structures associated with the Town Welcome Center as surplus property and authorizes their donation to the Lake Lure Flowering Bridge. The Welcome Center sustained damage during Hurricane Helene and is anticipated to be demolished in the future. The Lake Lure Flowering Bridge, a nonprofit organization, has requested the structures for use in its garden areas. The proposed donation is authorized under N.C.G.S. § 160A-280.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:**

To adopt Resolution No. 26-01-13 Declaring Two Iron Frame Structures Surplus and Authorizing Their Donation to the Lake Lure Flowering Bridge

**ATTACHMENTS:**

Resolution No. 26-01-13 Declaring Two Iron Frame Structures Surplus and Authorizing Their Donation to the Lake Lure Flowering Bridge

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff recommends adoption.



## **RESOLUTION NO. 26-01-13**

### **A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE LURE DECLARING TWO IRON FRAME STRUCTURES SURPLUS AND AUTHORIZING THEIR DONATION TO THE LAKE LURE FLOWERING BRIDGE**

**WHEREAS**, North Carolina General Statute § 160A-280 authorizes municipalities to donate personal property to nonprofit organizations upon a determination that the property is surplus, obsolete, or unused; and

**WHEREAS**, the Town of Lake Lure owns two iron frame structures associated with the Town Welcome Center, which has sustained damage from Hurricane Helene and is anticipated to be demolished at a future date; and

**WHEREAS**, the Lake Lure Flowering Bridge is a nonprofit organization that can utilize these iron frame structures within its garden areas for public benefit.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Lake Lure, North Carolina, as follows:

**Section 1.** The Town Council hereby declares the two iron frame structures associated with the Welcome Center to be surplus, obsolete, or unused personal property of the Town of Lake Lure.

**Section 2.** The Town Council hereby authorizes the Town Manager to donate the surplus property in accordance with N.C.G.S. § 160A-280.

**Section 3.** The Town Manager is authorized and directed to execute all necessary documents and actions to convey the iron frame structures to the Lake Lure Flowering Bridge in accordance with N.C.G.S. § 160A-280.

**READ, APPROVED, AND ADOPTED** this 13<sup>th</sup> day of January, 2026.

ATTEST:

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Kimberly Martin, Town Clerk

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Mayor Carol C. Pritchett

VIII.

# UNFINISHED BUSINESS

## **IX.**

# **NEW BUSINESS**

- A. Resolution No. 26-01-13A Declaring the Badge and Service Sidearm Carried by Sgt. Carl Umphlett as Surplus and Awarding Them to Him Upon His Retirement in Recognition of His Dedicated and Honorable Service**
- B. Consider Adoption of Resolution No. 26-01-13B in Support of an Application to the Economic Development Administration (EDA), United States Department of Commerce (DOC) Disaster Grant Program for the Town of Lake Lure Sewer System Replacement Project**
- C. Consider Recommendation by the Parks and Recreation Board Regarding PARTF Application for Pickle Ball Courts**

**LAKE LURE TOWN COUNCIL**  
**AGENDA ITEM REQUEST FORM**  
**Meeting Date:** January 13, 2026

**SUBJECT:** Resolution No. 26-01-13A Declaring the Badge and Service Sidearm Carried by Sgt. Carl Umphlett as Surplus and Awarding Them to Him Upon His Retirement in Recognition of His Dedicated and Honorable Service

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** A  
**Department:** Administration  
**Contact:** Olivia Stewman, Town Manager  
**Presenter:** Olivia Stewman, Town Manager

**BRIEF SUMMARY:**

This resolution recognizes the retirement of Sergeant Carl Umphlett, effective March 1, 2026, after fourteen years and ten months of dedicated service with the Lake Lure Police Department. In accordance with G.S. 17F-20, the resolution authorizes the award of Sergeant Umphlett's service badge and service side arm upon retirement. The resolution also formally expresses the Town's appreciation for his exemplary service, professional achievements, and numerous commendations earned throughout his law enforcement career.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:**

To adopt Resolution No. 26-01-13A Declaring The Badge And Service Sidearm Carried by Sgt. Carl Umphlett as Surplus and Awarding Them to Him Upon His Retirement in Recognition of His Dedicated and Honorable Service

**ATTACHMENTS:**

Resolution No. 26-01-13A Declaring The Badge And Service Sidearm Carried by Sgt. Carl Umphlett as Surplus and Awarding Them to Him Upon His Retirement in Recognition of His Dedicated and Honorable Service

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff recommends adoption.



**RESOLUTION NO. 26-01-13A**

**DECLARING THE BADGE AND SERVICE SIDEARM CARRIED BY SGT. CARL UMPHLETT AS SURPLUS AND AWARDING THEM TO HIM UPON HIS RETIREMENT IN RECOGNITION OF HIS DEDICATED AND HONORABLE SERVICE**

**WHEREAS**, G.S. 17F-20 provides that retiring members of municipal law enforcement agencies may receive, at the time of their retirement, the badge worn or carried by them during their service with the municipality; and

**WHEREAS**, G.S. 17F-20 further provides that the governing body of the municipal law enforcement agency may, in its discretion, award to a retiring member the service side arm of such retiring member; and

**WHEREAS**, Sergeant Carl Umphlett is retiring on March 1, 2026, after fourteen years and ten months of dedicated public safety service; and

**WHEREAS**, during his career with the Lake Lure Police Department, Sergeant Umphlett has demonstrated exceptional professionalism, leadership, and commitment to public service, earning numerous commendations and recognitions, including the Region C designation, two Distinguished Service Awards, the Outstanding Service Award, the Community Service Award, and the Top Gun Award on various occasions; and

**WHEREAS**, Sergeant Umphlett has further enhanced his service to the Town and community through continued professional development, having earned certificates in Intermediate Law Enforcement, Advanced Law Enforcement, and the Criminal Investigations Certification Program (CICP); and

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Lake Lure, North Carolina, that in accordance with the provisions of G.S. 17F-20, the badge and service side arm, a Glock 19 9MM, serial number SAP989, carried by Sergeant Carl Umphlett during his service with the Lake Lure Police Department, be declared surplus and awarded to him upon the occasion of his retirement.

**BE IT FURTHER RESOLVED** that the Town Council hereby expresses its sincere appreciation and gratitude to Sergeant Carl Umphlett for his many years of faithful, dedicated, and exemplary service to the Town of Lake Lure and its citizens.

This Resolution is adopted this 13<sup>th</sup> day of January, 2026.

ATTEST:

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Kimberly Martin, Town Clerk

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Carol C. Pritchett, Mayor

**B. Consider Adoption of Resolution  
No. 26-01-13B in Support of an  
Application to the Economic  
Development Administration (EDA),  
United States Department of  
Commerce (DOC) Disaster Grant  
Program for the Town of Lake Lure  
Sewer System Replacement Project**

**LAKE LURE TOWN COUNCIL**  
**AGENDA ITEM REQUEST FORM**  
**Meeting Date:** January 13, 2026

**SUBJECT:** Resolution No. 26-01-13B in Support of an Application to the Economic Development Administration (EDA), United States Department of Commerce (DOC) Disaster Grant Program for the Town of Lake Lure Sewer System Replacement Project

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** B  
**Department:** Administration  
**Contact:** Olivia Stewman, Town Manager  
**Presenter:** Olivia Stewman, Town Manager

**BRIEF SUMMARY:**

The Town Council is requested to consider a resolution in support of submitting an application to the U.S. Department of Commerce, Economic Development Administration (EDA) Disaster Grant Program for the Town of Lake Lure Sewer System Replacement Project. The proposed project will replace and improve critical sewer infrastructure impacted by disaster events, enhancing system reliability, resilience, and accessibility while protecting public health and environmental resources. The project is also essential to supporting economic recovery and long-term economic development by maintaining infrastructure necessary for existing businesses, tourism activity, and future investment. The Town has received a commitment from Dogwood Health Trust to support the required local matching portion of the grant, strengthening the Town's application and reducing the financial burden on local resources.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:**

To adopt Resolution No. 26-01-13B in Support of an Application to the Economic Development Administration (EDA), United States Department of Commerce (DOC) Disaster Grant Program for the Town of Lake Lure Sewer System Replacement Project

**ATTACHMENTS:**

Resolution No. 26-01-13B in Support of an Application to the Economic Development Administration (EDA), United States Department of Commerce (DOC) Disaster Grant Program for the Town of Lake Lure Sewer System Replacement Project

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff recommends adoption.



## RESOLUTION NO. 26-01-13B

### **A RESOLUTION IN SUPPORT OF AN APPLICATION TO THE ECONOMIC DEVELOPMENT ADMINISTRATION (EDA), UNITED STATES DEPARTMENT OF COMMERCE (DOC) DISASTER GRANT PROGRAM FOR THE TOWN OF LAKE LURE SEWER SYSTEM REPLACEMENT PROJECT**

**WHEREAS**, the Town of Lake Lure, North Carolina (the “Town”), is a municipal corporation organized and existing under the laws of the State of North Carolina; and

**WHEREAS**, the Town owns, operates, and maintains a public sewer system that serves residents, businesses, and visitors, and is essential to protecting public health, environmental quality, and the local economy; and

**WHEREAS**, portions of the Town’s sewer system have sustained damage and have been significantly impacted by recent Tropical Storm Helene, resulting in system deficiencies, reduced reliability, and increased risk of service interruptions and environmental harm; and

**WHEREAS**, the replacement of damaged and vulnerable sewer infrastructure is necessary to restore, modernize, and harden the system against future disasters, ensure regulatory compliance, support long-term community resilience, and provide the foundational infrastructure required for sustained economic recovery and growth; and

**WHEREAS**, the United States Department of Commerce, Economic Development Administration (EDA), administers a Disaster Grant Program intended to assist communities in recovering from disasters and in rebuilding critical infrastructure to support economic stability and growth; and

**WHEREAS**, the Town seeks financial assistance through the EDA Disaster Grant Program to support the Town of Lake Lure Sewer System Replacement Project, which will replace and improve critical sewer infrastructure damaged by disaster impacts and enhance system accessibility, reliability, and resilience; and

**WHEREAS**, the Sewer System Replacement Project will protect public health, safeguard natural resources, support existing businesses, reduce service disruptions, and create the capacity necessary for future economic development, including business retention and expansion, tourism-related activity, and potential redevelopment and investment opportunities; and

**WHEREAS**, the Town Council finds that submission of an application to the EDA Disaster Grant Program is in the best interests of the Town and its citizens.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Lake Lure, North Carolina, that:

1. The Town Council hereby expresses its full support for the submission of an application to the United States Department of Commerce, Economic Development

Administration (EDA) Disaster Grant Program for funding assistance for the Town of Lake Lure Sewer System Replacement Project.

2. The Town Council affirms that the Sewer System Replacement Project is necessary for disaster recovery, infrastructure resiliency, public health protection, environmental stewardship, and economic development within the Town of Lake Lure, and that reliable sewer infrastructure is critical to supporting local employment, maintaining tourism-driven revenue, attracting private investment, and ensuring long-term economic stability.
3. The Town Council authorizes the Town Manager or their designee(s) to prepare, execute, and submit all required application materials, certifications, and supporting documentation, and to take all actions necessary to carry out the intent of this resolution.
4. This resolution shall take effect immediately upon its adoption.

This Resolution is adopted this 13<sup>th</sup> day of January, 2026.

ATTEST:

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Kimberly Martin, Town Clerk

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Carol C. Pritchett, Mayor

C. Consider Recommendation by the Parks  
and Recreation Board Regarding PARTF  
Application for Pickle Ball Courts

**LAKE LURE TOWN COUNCIL**  
**AGENDA ITEM REQUEST FORM**  
**Meeting Date:** January 13, 2026

**SUBJECT:** Resolution No. 26-01-13B in Support of an Application to the Economic Development Administration (EDA), United States Department of Commerce (DOC) Disaster Grant Program for the Town of Lake Lure Sewer System Replacement Project

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** C  
**Department:** Parks, Recreation, and Lake  
**Contact:** Dana Bradley, PRL Director  
**Presenter:** Dana Bradley, PRL Director

**BRIEF SUMMARY:**

At the January Parks and Recreation Board meeting, a community group presented a potential PARTF Helene Recovery grant opportunity to fund construction of a new pickleball complex within the Town. The proposed complex would include 14 pickleball courts and would require a footprint approximately twice the size of the previous concept, with potential locations identified as Morse Park or the Green Space. The Parks and Recreation Board made a recommendation to Town Council in favor of considering the pickleball complex concept, noting its potential to generate revenue for the Town, expand recreational amenities, and attract visitors. The Board is recommending that Town Council hear a presentation from the group, who will be presenting their proposal directly to Council, and then determine whether the Town wishes to pursue a grant application. The PARTF Helene Recovery grant, administered by the North Carolina Division of Parks and Recreation, is intended to assist communities with recovery and revitalization of recreational facilities impacted by Hurricane Helene. The grant requires a local match; however, the value of the Town-owned property may be used toward the matching requirement. In addition, the presenting pickleball group stated that they, along with the HNG Chamber, are willing to raise the remaining matching funds. The application deadline for this grant opportunity is January 31.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:**

To authorize staff to proceed with a PARTF Helene Recovery grant application for the proposed pickleball complex, contingent upon final approval of the project location and confirmation of the availability of required matching funds.

**ATTACHMENTS:**

Presentation will be available at the time of the meeting.

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff recommends Staff recommends that Town Council authorize staff to proceed with a PARTF Helene Recovery grant application for the proposed pickleball complex, contingent upon final approval of the project location and confirmation of the availability of required matching funds

# Lake Lure Pickleball Complex



January 8, 2026

# LL Pickleball Complex Description

- What it is:
  - 14 courts, with 2 pavilion style covers for foul weather
  - Restrooms, water fountains, and lights for evening play
- What we can do with it:
  - 2 tournaments a year (400-500 participants plus families for 3-4 days each)
  - County Fitness resource and PTSD eliminator

**Town Money Maker!!!**

# Hiawassee's Success “Lake Lure’s Twin”

- Population:
  - Hiawassee 1,300 year-round residents
  - Lake Lure 1,300 year-round with 13,000 tourist influx in season
- 14 court Pickleball Complex
- 2 Tournaments a year
- 20% of net proceeds from tournaments to town
- Tax revenue benefits ( Lodging, Dining, other recreational activity participation)
- \$30,000 given to charities in 2024 from food bank to veterans and schools

## Proven Success

# Money Maker not a Drain!

- Hiawassee 2 tournaments ROI approx 133k each per year
- In addition, Generated Taxes collected approx 7k per year
- 30k given back to local charities from food bank to veterans and schools
- Generated by:
  - \$50 registration fee for 400 participants = \$20,000
    - LL Olympiad typically has 1000 participants at \$30 registration fee, pickleball will be new event
  - Hiawasee makes more from Sponsorships than registration fees

# Lake Lure Impact

- Tournaments
- Lessons
- Camps
- Real Estate
  - Hiawassee has experienced increased Real estate sales for 1<sup>st</sup> and 2<sup>nd</sup> homebuyers due to the availability of the pickleball complex

**Bringing \$\$ Opportunities for  
Lake Lure**

# Site Plan

- Vic's Park Layout

# Cost Breakdown

- Based on info from Hiawassee and Whalen Estimate > 300k
  - Site Prep 35k
  - Base layer 30k
  - Integrated surface drain 64k
  - Acrylic surface 160k
  - Net posts 7k
  - Fence round courts 20k
  - Lighting and restrooms 10k
  - 2 court cover 10k

TOTAL ESTIMATE= 336k  
Total w/10% Contingency = 369.6K
- 500K with contingency of 10%

# Matching Fund Breakdown

2 Tournaments per Year = 60k

>\$50 x 400 participants x 3 years

Corporate Sponsors = 60k

Gold >\$1000 x 10 =10k

Silver >\$500 x 10 = 5k

Bronze >\$100 x 50= 5k

RHI/USA PB/ Other >60k

INS/FEMA/? >70k

Land Value >34k

**Low Estimate Total Matching =284k+++**

# Helene Partf Application Schedule

- Parks and Rec Meeting 1/08
- RFP to 3 vendors 1/12
- Budgetary Quotes from 3 vendors 1/19
- Application Creation 1/09 – 1/23
  - Project Basic Facts, Description, Justification 1/14
  - Site Plan and map 1/19
  - Project costs 1/23
  - Source of Matching Funding 1/12
  - Attorney Cert 1/19
  - Environmental Review 1/12-1/19
  - Resiliency and Prioritization 1/12-1/16
  - Applicant Self Scoring 1/21-1/23
  - Final review and sign off 1/26-1/28
  - Submission 1/30

## This Is How We Get There

# Schedule PartF Rutherford Co Helene grant

Application due Jan 30, 2026 - No limit with matched funding

- Helene Partf application deadline Jan 30, 2026
- Selection of grant Recipients March 27, 2026
- Anticipated Project Period for Helene Recovery Fund projects May1 2026 - April 30, 2029
  - Our estimated completion date April 30, 2027
- Preliminary project schedule
  - Request for Proposal (RFP) out by Jan 10 to 3 potential bidders
    - Whalen Construction (previous LL court build)
    - Signature Tennis (Hiawassee complex build)
    - Sport Court and V's Concrete Construction (private LL build)
  - Quotes by
    - Awarded on June 1, 2026
    - Build to Begin July 1, 2026
    - Project Completion April 30, 2027

# Grant Info needed from Town

- Need insurance money amount received for Pickleball court loss due to Helene, required for Grant Partf application
- Who can sign for submission and grant award contract?
- Owner of land, donated or purchase needed for attorney certification needed for submittal

# Interested Corporate Sponsors

- Lifestyle Properties Reality
- Lured Market and Grill
- The Smokehouse
- Williams Wealth Management
- Candy Cabin
- Paddle, shoe, ball etc. sponsors
- And so many more.....

# Pickleballerz 2024 Attendees

- 2023 - 2024 Lake Lure TeamReach Roster has grown to 89 Participants 40 Local attendees
  - 49 Out of Town attendees
  - Also on TeamReach: Spindale , Harmon Field, Rumbling Bald, Edneyville, Asheville
  - And Growing!

**19.8 million Americans playing pickleball in 2024; a 48% increase from 2023**

# Pickleball Complex Working Group

- Dana Bradley
- Vic Knight
- Thomasina Coile
- Lindsey Pattilo
- Rebekah Brattin
- Aubry Winfrey
- Mark Hanlon
- Paul Brock
- Jennifer Gregg

# Conclusion

Low Risk Win Win investment for Our Town!!!

# Let's Play!!!

# Back-up Slides

# PartF Grant Award Criteria

- the criteria contained in the scoring system
- the geographic distribution of projects across the state
- the presence or absence of other funding sources
- the population of the applicant
- the level of compliance with prior grant agreements
- the grant amount being requested by the applicant (500K est)
- the PARTF funds available for all grant applications

# PartF Checklist(mark some complete)

- 1. Checklist for Submitting a Complete Application (Checklist)
- 2. Applicant's Basic Facts and Assurances (Basic facts)
- 3. Project Description (Description)
- 4. Project Justification (Justification)
- 5. Site Plan (Site plan)
- 6. Site Vicinity Map (Site vicinity)
- 7. Project Costs (Project costs)
- 8. Source of Matching Funds (Matching funds)
- 9. Attorney's Certification of Site Control (Site control)
- 10. Environmental Review (ENV review)
- 11. Prioritization (Prioritization) OPTIONAL
- 12. Resiliency Planning (Resiliency) OPTIONAL
- 13. Applicant Self-Scoring System (Self Scoring

\*\*\*Note: non-Helene Partf requests community support letters, so we will send those also (send requests for support emails to all local TeamReach rosters.

# Matching and other Funding Opportunities

- RHI Rutherfordton Trust spends in Millions (ie rail trail, skatepark, soccer fields; Only 2027 funding available for application)
- Partf non-Helene Grant (up to 500k matching)
- LWCF
- USA Pickleball Grant (50k matching)
- Open spaces Land Acquisition and Development (OSLAD)
- Corporate Sponsors
- Tournament registrations
- Private Donations

# Matching and other Funding Opportunities

- Online Auctions (Bidding Owl etc.), Raffles
  - Prizes to include all inclusive vacations, gift cards, Pickleball vendor support donations ie paddles, shoes, lessons, camps etc.
- Add Community Support letters requested from TeamReach participants on LL, Spindale, Harmon Field, and Edneyville
- Helene Partf and LWCF, Land Water Conservation Funds grant \$ for land acquisition if needed

# Helene Recovery Fund for PARTF 2025-2026

## Non-Recurring Funding SL 2025-26, House Bill 1012

**Environmental Sustainability:** To assist the N.C. Department of Natural and Cultural Resources (DNCR) in being good stewards of the environment, please print your application documentation double-sided on 30% post-consumer recycled paper.

*The Division of Parks and Recreation does not discriminate against anyone based on race, sex, color, national origin, age, or disability and is an equal opportunity employer. If anyone feels that he/she has been discriminated against, a complaint may be filed with either DNCR or the Equal Opportunity Office, U.S. Department of the Interior, Washington, D.C. 20240*

## Contents

Helene Recovery Fund Grant Cycle .....	3
Requirements and Resources.....	4
Overview.....	4
Program Summary.....	4
Assistance for Completing the Application.....	6
Submitting Your Application.....	7
If You Receive a Grant.....	8
Checklist to Submit a Complete Application.....	9
Project Description.....	10
Project Justification.....	10
Site Plan.....	10
Example site plan of a non linear park. ....	11
Example site plan of a linear park.....	12
Site Vicinity Map.....	13
Project Costs.....	14
Sample - Project Costs.....	15
Sources of the Applicant's Matching Funds.....	16
Attorney's Certification of Site Control .....	17
Environmental Review.....	18
Resiliency Planning.....	19
Prioritization.....	20
Scoring System for Helene Recovery Fund Grants.....	21
Definitions.....	24
Appendix I: Eligible Counties List.....	25
Appendix II: Recreation Resources Service (RRS).....	26
Appendix III: Grant Application Templates.....	27

## **Helene Recovery Fund for PARTF Grant Cycle Schedule**

<b>October 1, 2025</b>	<p style="text-align: center;"><b>Announcement</b></p> <p>The N.C. Division of Parks and Recreation (DPR) announces the availability of Helene Recovery Fund matching grants to local governments.</p>
<b>January 30, 2026</b>	<p style="text-align: center;"><b>Application Deadline</b></p> <p>Applications are due, either via <b>paper submission or online in SharePoint by 5pm</b>. Paper submissions should be postmarked by January 30 to be eligible for consideration.</p>
<b>March 27, 2026</b>	<p style="text-align: center;"><b>Selecting Grant Recipients</b></p> <p>The Parks and Recreation Authority meets to select grant recipients at Lake James State Park. A streaming option will be made available as well.</p>
<b>May 1, 2026, to April 30, 2029</b>	<p style="text-align: center;"><b>Anticipated Project Period for Helene Recovery Fund projects.</b></p>

# Helene Recovery Fund

## Requirements and Resources

### Overview

The Disaster Recovery Act of 2025 (SL 2025-26, House Bill 1012) was ratified on June 27, 2025, allocating \$4,158,875 to the Parks and Recreation Trust Fund for eligible uses in the affected area for local governments. Per statute, the North Carolina Parks and Recreation Authority shall not impose the maximum grant size set forth in NCAC Subchapter 13K .0100 with respect to funds provided by this subdivision. The Helene Recovery Fund has been allocated to the Parks & Recreation Trust Fund (PARTF), so the grant program will be administered through the PARTF administrative code. This application includes references to PARTF throughout as well.

**Applications are due, either via paper submission or online in SharePoint by 5pm. Paper submissions should be postmarked by January 30 to be eligible for consideration.**

### Program Summary

**Eligible Applicants:** North Carolina counties and incorporated municipalities are eligible for Helene Recovery through PARTF grants. Two or more local governments may apply jointly with one serving as the primary sponsor.

Public authorities, as defined by GS 159-7, are also eligible if they are authorized by N.C. general statutes to acquire land and develop recreation facilities for public use.

Per SL 2025-26, House Bill 1012, eligible counties are listed below and include counties designated before, on, or after the effective date of this act under a major disaster declaration by the President of the United States under the Stafford Act (P.L. 93-288) as a result of Hurricane Helene.

Alexander, Alleghany, Ashe, Avery, Buncombe, Burke, Cabarrus, Caldwell, Catawba, Cherokee, Clay, Cleveland, Forsyth, Gaston, Graham, Haywood, Henderson, Iredell, Jackson, Lee, Lincoln, Macon, Madison, McDowell, Mecklenburg, Mitchell, Nash, Polk, Rowan, Rutherford, Stanly, Surry, Swain, Transylvania, Union, Watauga, Wilkes, Yadkin, and Yancey.

A map of the eligible counties is also available online: [https://gis.fema.gov/maps/disaster/dec\\_4827.png](https://gis.fema.gov/maps/disaster/dec_4827.png)

**Eligible Projects:** Eligible applicants can apply to acquire land for parks and build recreational facilities for use by the public in the affected area.

**Maximum Request:** There is no maximum request for this grant.

**Dollar-for-Dollar Match:** An applicant must match the grant at least dollar-for-dollar. The appraised value of land to be donated to the applicant can be used as matching funds. The value of in-kind services, such as the applicant's force account labor or volunteer work, cannot be used as part of the match. The grantee is required to provide all matching funds within the three-year grant period.

**Prioritization.** Projects damaged or affected by Helene are eligible to prioritization if from counties that (i) were designated, in whole or in part, by the United States Department of Housing and Urban Development (HUD) as the most impacted and distressed counties from Hurricane Helene and (ii) have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer. To seek this prioritization, applicants must attest that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

**Site Control:** For development projects, the applicant must have legal control of the park property where PARTF facilities will be located at the time of application.

**Public Use:** Parks and trails must be open and accessible to the public with no restrictions such as membership. Facilities built or renovated with a PARTF grant are to be used for public recreation for at least 25 years. Facilities still under a PARTF 25-year restriction are not eligible for assistance through the Helene Recovery Fund grant.

**Incomplete and Ineligible Applications** will not be considered for funding. Only information received or postmarked by January 30, 2026 will be accepted. Mailed applications must include a tracking number.

The **Application Checklist** (page 9) contains the list of documents needed for a complete application.

**Evaluation of Applications:** The PARTF staff evaluates each application. The evaluation includes the Helene Recovery Fund scoring system included in this application, an on-site inspection by RRS, and a review of the applicant's previous grant history.

**Selecting Recipients:** The Parks and Recreation Authority, a board appointed by the Governor and the General Assembly, selects grant recipients for funds allocated to PARTF. The factors that the Authority members consider include the following:

- the applicant's description and impact narrative for the project
- the application's ranking based on the scoring system
- the geographic distribution of grants across the eligible Hurricane Helene affected area
- the distribution of grants to local governments with small, medium, and large populations
- the applicant's administration of previous grants
- the amount of grant funds that the applicant is requesting
- the amount of grant funds available

**Additional Information** is available on the [N.C. Division of Parks and Recreation website](#).

## Assistance for Completing the Application

Read the entire application and understand how each application is evaluated. Start early to assemble all items on the checklist for submitting a complete application.

The Division of Parks and Recreation provide technical assistance to local governments through the Recreation Resources Service (RRS) at N.C. State University. Contact your [regional consultants](#) to discuss your application or project.

### To Help Plan Facilities for Public Recreation

**Making Facilities Accessible:** All facilities funded by PARTF must comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG). Applicants are encouraged to include the costs of access routes to the accessible facilities in the grant application. For design guidelines, go to:

- [ADA Standard - index](#)
- [About ADA Standards](#)
- [Guidelines for Recreation Facilities](#)

**Playground Safety Guidelines:** PARTF encourages all applicants to adhere to the guidelines established by the U.S. Consumer Product Safety Commission's (CPSC) Handbook for [Public Playground Safety](#) (publication #325).

**Place Utility Lines Underground:** All utility lines funded with a grant from PARTF must be placed underground.

### DOT, FERC & FEMA Permitting for Facilities

For any project requiring a DOT, FERC, or FEMA permit, PARTF strongly recommends that the local government obtain the approved permit before applying. Examples include bridges and dams.

### To Help Complete Environmental Review

If assistance is needed in creating maps from online resources, contact these agencies as early as possible.

**Wetlands:** The Regulatory Division of the U.S. Army Corps of Engineers can assist in identifying [wetlands](#).

**Floodplains:** <https://fris.nc.gov/fris/Home.aspx?ST=NC> has the most recent Federal Emergency Management Agency (FEMA) floodplain data. The permitting process before construction of facilities will determine the applicable storm water requirements for the project.

**Cultural Resources:** North Carolina's [State Historic Preservation Office](#) can assist in identifying historical and archaeological resources.

## Sites Funded by the Land and Water Conservation Fund (LWCF)

Reference these [lists of North Carolina's LWCF projects](#) to determine if your proposed project site has previously received LWCF funding.

If this is an LWCF site, list the LWCF grant number on the Basic Facts and Assurances grant template (page 29)

Proposed projects at LWCF-funded sites must comply with guidelines set forth by the National Park Service in the [LWCF Manual](#).

## Projects on School Property

**Eligible Facilities:** Only recreational facilities not generally provided at schools are eligible.

**Joint-Use Agreement:** A local government and a school system must include an executed joint-use agreement with their application. The agreement describes how the school site will be used for public recreation. PARTF must approve the agreement before the application can be considered. Contact your RRS regional consultant to receive a sample agreement.

## Submitting Your Application

There are two ways to submit your Helene Recovery application:

- 1) Contact your RRS consultant to request a SharePoint folder to place your digital files in by 5pm on January 30, 2026
- 2) Submit one complete paper copy of the application as well as a flash drive containing the digital files in PDF format. Use the "Checklist to Submit a Complete Application." (page 28)

**For paper submissions, only application packets postmarked or received by January 30, 2026, will be accepted.**

Applications may be:

Mailed to: NC Division of Parks and Recreation  
Attention: PARTF Program  
1615 Mail Service Center  
Raleigh, NC 27699-1615

Delivered no later than 5 p.m. January 30 to: NC Division of Parks and Recreation  
Nature Research Center, 3<sup>rd</sup> Floor  
121 West Jones Street  
Raleigh, NC 27601

## If You Receive a Grant

**When to Start:** To receive PARTF grant funds, a grantee must sign a contract before beginning a PARTF project.

Two exceptions:

- Some planning costs can be incurred before applying.
- DPR can approve a waiver allowing an applicant to acquire land before a grant is approved.

**Signing the Contract:** A grantee signs a contract that describes the project and the conditions for receiving a PARTF grant. This is a legally binding agreement between the local government and the State of North Carolina.

**Project Costs** submitted in the application will be part of the contract and serve as the budget for the project (page 32).

**Reimbursements:** PARTF grants are paid as reimbursements of documented expenses. Grantees may submit invoices for reimbursement on a quarterly basis. The PARTF program will reimburse grantees for up to 50 percent of their expenditures for the project.

**Audits and Inspections:** PARTF staff will conduct periodic site inspections of each PARTF project to inspect the progress as well as the financial records. All PARTF grantees must maintain accounting records for the project that are supported by documentation such as invoices and contracts.

**Completing a PARTF Project:** A local government has three years to complete a PARTF project, as specified in the contract.

# Checklist to Submit a Complete Application

All items listed are required documents. Complete and submit all items, including the checklist, using the application templates provided in Appendix III of this packet. Keep a copy of the application for your files.

- Electronic Submission - Applications are submitted through an electronic folder in Microsoft SharePoint. Applicants should contact their Recreation Resources Service regional consultant to request access to the SharePoint folder. Applicants are encouraged to request access early in the process to allow for technical support, as needed. Use the file names shown in the table below.
- Paper Submission – Must include Hard Copy and Digital Copy on flash drive
  - Hard Copy: Paper clip the pages and copies of each item on the checklist together. **Do not use staples.**
  - Digital copy: Submit a flash drive with individual files for the documents on the checklist. Use PDF format. Label the flash drive with the local government name. Use the file names shown in the table below.

<i>Required for All Applications – See Appendix III for Application Templates</i> <b>Use the (file name) shown for each item.</b>	
1.	Checklist for Submitting a Complete Application (Checklist)
2.	Applicant's Basic Facts and Assurances (Basic facts)
3.	Project Description (Description)
4.	Project Justification (Justification)
5.	Site Plan (Site plan)
6.	Site Vicinity Map (Site vicinity)
7.	Project Costs (Project costs)
8.	Source of Matching Funds (Matching funds)
9.	Attorney's Certification of Site Control (Site control)
10.	Environmental Review (ENV review)
11.	Prioritization (Prioritization) <i>OPTIONAL</i>
12.	Resiliency Planning (Resiliency) <i>OPTIONAL</i>
13.	Applicant Self-Scoring System (Self Scoring)

## Project Description

Use the Project Description template to submit a short project description. This description will be published and/or used publicly.

You will describe your project in 3-5 sentences. Be concise and discerning, including recreation facilities being added, renovated or replaced, acres acquired, and whether the facility renovation is due to damage sustained during Hurricane Helene.

## Project Justification

Use the Impact Narrative template to submit a project narrative. This narrative will be used in application evaluation and will be provided to the Authority to consider in their selection.

This narrative may not exceed one page, font size 10 points or larger.

This narrative should address why the project is needed and how the repair, replacement or addition of parks and trails projects will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following damage or effects from Hurricane Helene. It will be used in application evaluation and will be provided to the Authority to consider in their selection.

## Site Plan

Submit 1 copy on a one-page color-coded site plan. Use the examples on the following pages as a guide. Include the items and color coding listed below. Use either 8½" x 11" or 11" x 17" paper using landscape orientation if possible. Do not use card stock or similar paper. Include 1 copy of a floor plan if your project includes a community center or similar large building to be used for recreation.

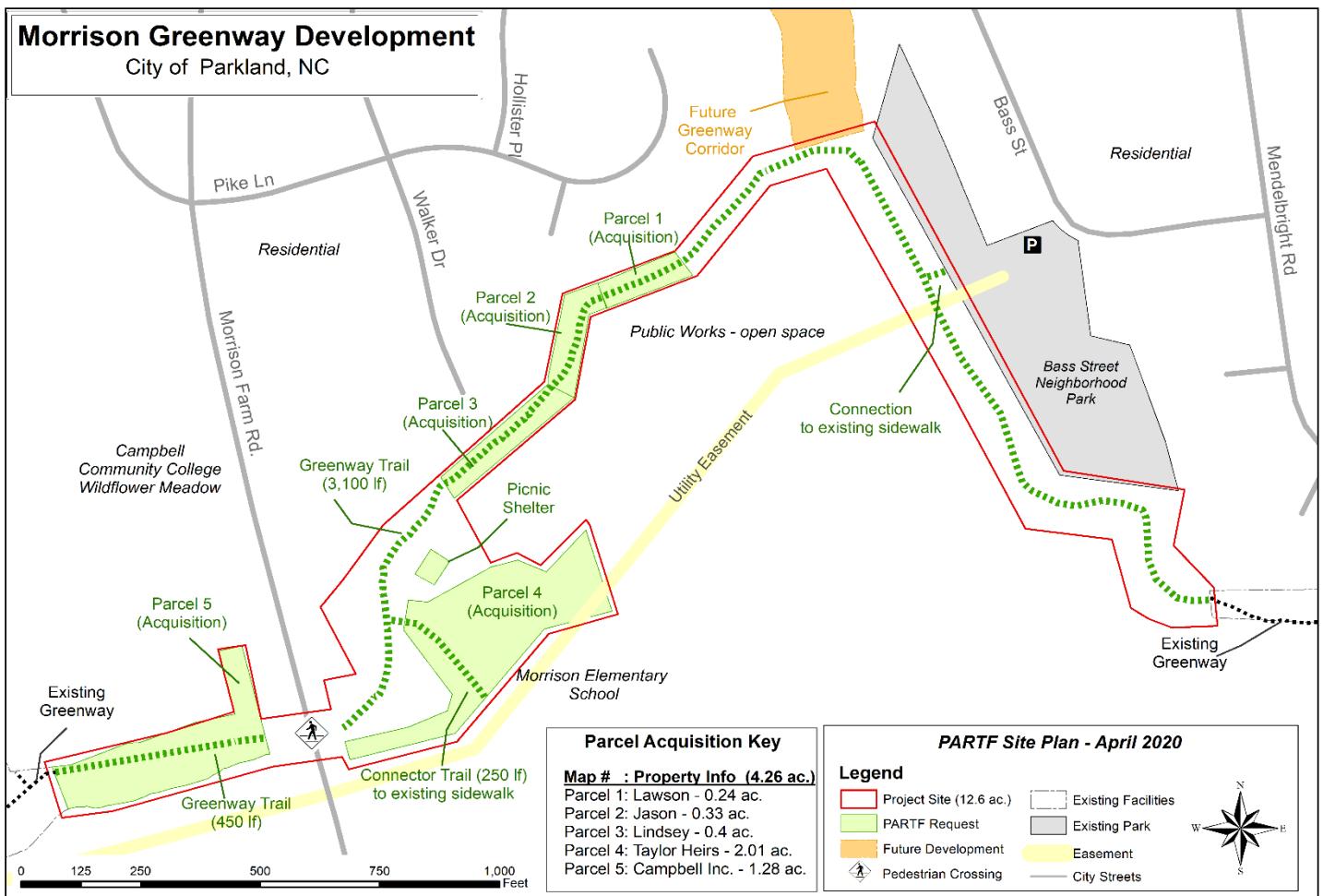
Include the following items and color-codes on the site plan for both non-linear and linear parks:

- Title: Name of project and applicant
- Acreage
- Elements of the proposed PARTF project: light green. Include land to be acquired, recreational and support facilities.
- Known streams, lakes, and wetlands
- Park boundaries: red for existing boundaries/ green for new land to be acquired
- Existing facilities: white
- Future facilities: orange
- Utility easements (power, sewer, and water lines): yellow
- Entrance and access roads to the site
- Names of adjacent roads
- Uses of adjacent property
- Legend showing color coding
- North arrow
- Date the map was prepared
- Scale

## Example site plan of a non linear park



## Example site plan of a linear park

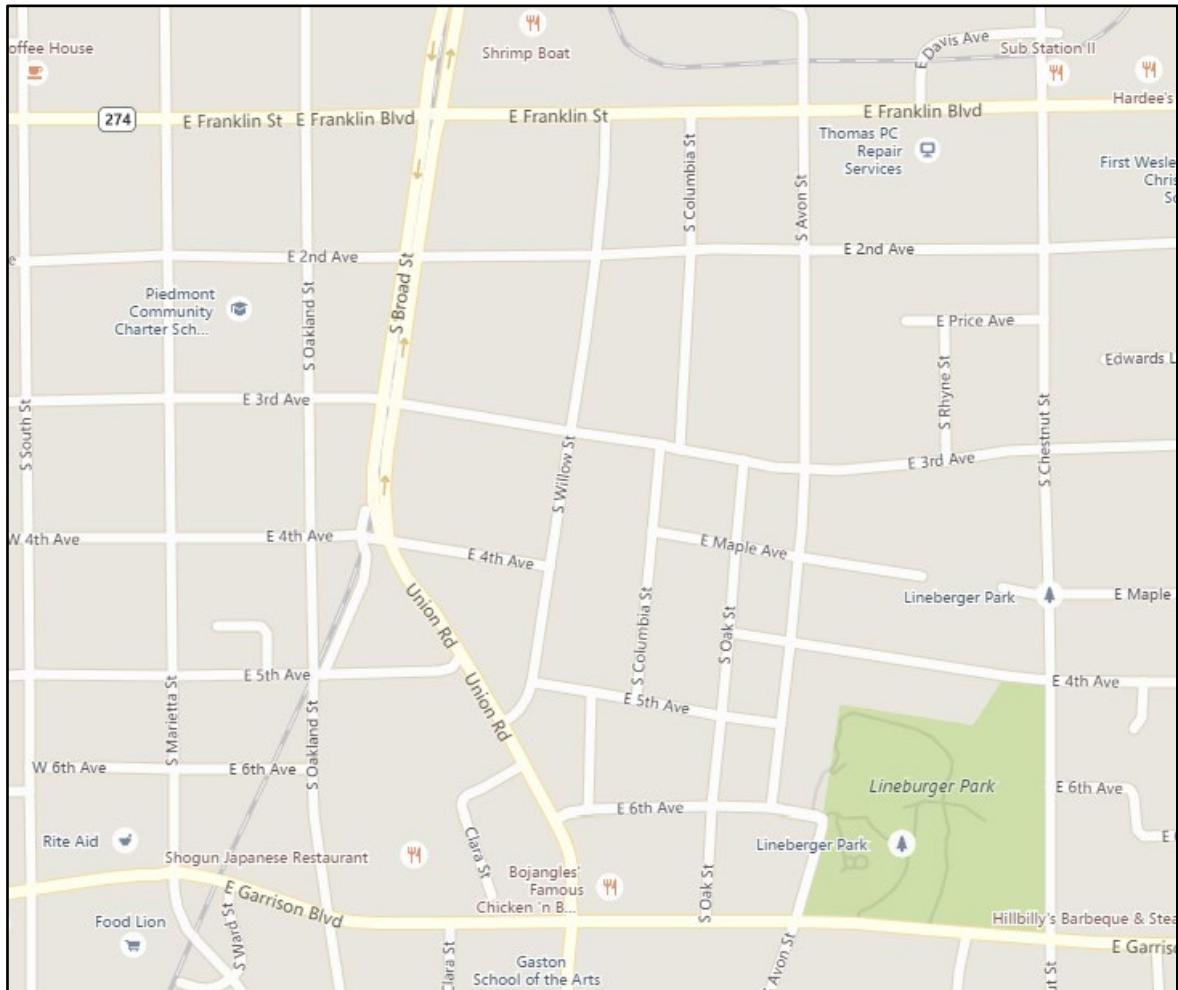


# Site Vicinity Map

Please provide 1 copy of an 8½" x 11" map showing the location of the proposed project. Include the following items on the map:

- Title of the project
- The name of the road a visitor uses to get to the park entrance
- The closest major highway/road
- Legible street names
- North arrow
- Physical address (such as a street address)
- Latitude/longitude coordinates of the central point in the site

**Sample: Site Vicinity Map**  
**Lineburger Park**  
**632 Garrison Blvd.**  
**Gastonia, NC**  
**Latitude / Longitude: 35°15'16.8"N / 81°10'19.7"W**



# Project Costs

- **Project costs submitted in the application will become the grant's budget.** List all proposed project elements and the estimated cost of each element. All elements included in the project costs must be shown on the site plan, except for items such as grading, utilities, and planning. Round project costs to the dollar.
- **Accurate Cost Figures are Important:** If the actual costs are more than those listed in the application, the local government will need to cover the increased costs.

## Costs to Build or Renovate Facilities

- **How to be More Accurate:** Get cost figures from contractors, landscape architects, or planners who develop parks and recreational facilities.
- **Consider the impact of inflation.** Construction may be delayed as permitting and planning are completed. Construction costs can increase in the interim
- **Be Specific:** Include specific units (sizes, numbers, lengths, etc.) for each element in the project costs. Include dimensions or square footage of all indoor or sheltered facilities. Also, include utilities and other infrastructure.
- **Contingency:** A contingency of five percent of the total cost to build or renovate a project (up to \$50,000, whichever is less) may be included.
- **ADA Accessible Routes:** Be sure to include accessible routes and ADA signs in your project costs.
- **Ineligible Items:** Sports equipment (balls, bats etc.), tools, maintenance equipment, office equipment and indoor furniture are not eligible. All items must be permanently secured. Exception: items that are typically portable, such as soccer goals, picnic tables and bleachers, must remain at the project site.

## Planning and Incidental Costs

- **Planning Costs:** For projects to build or renovate facilities, the following costs are eligible: architectural and engineering fees, site plans, design and construction drawings, construction management, and preparing project costs. Park master plans and system-wide plans are not eligible for reimbursement.
  - These costs are eligible if they are incurred after January 30, 2024 (two years before the application deadline) and before the end date for the PARTF contract. Include these costs in the Project Costs for the project and keep copies of the invoices to submit for reimbursement.
- **Limit on Planning and Incidental Land Acquisition Costs:** The sum of planning costs, incidental land acquisition costs, and the cost of preparing an application cannot exceed 20 percent of the total cost of the project or \$200,000, whichever is less.

## Sample - Project Costs

Applicant: Town of Parkland

Project Name: Green Park Redevelopment

Project Elements (Include specific units - sizes, numbers, lengths, etc. - for each item.)	Unit	Unit Cost	Total Item Cost
<b>Building and/or Renovating Costs</b>			
Picnic Shelter (2 grills, 4 tables, and 2 trash receptacles) and Rest Room Renovation - 20 x 30 feet	Lump Sum	\$147,000	\$147,000
Playground (play structure and accessible surfacing)	Lump Sum	\$80,200	\$80,200
Walking Trail - 6 feet wide, trail with 1 bench	1,500 linear ft.	\$32 / linear foot	\$48,000
Ballfield with irrigation, dugouts, fencing, and benches	Lump Sum	\$239,000	\$239,000
Accessible Routes (paved, 6 feet wide)	400 linear ft.	\$45 / linear foot	\$18,000
Parking Lot - paved for 45 cars	Lump Sum	\$72,800	\$72,800
Site Preparation (clearing, grading, and erosion control)	4 acres	\$23,750	\$95,000
Utilities	Lump Sum	\$40,000	\$40,000
<b>Cost to Build or Renovate</b>			\$740,000
<b>Contingency for the Cost of Building / Renovating</b>			
Contingency (not to exceed 5% or \$50,000 of the cost to build, whichever is less)	5%		\$37,000
<b>Land Value – (Indicate Purchase or Donation)</b>			
Land Acquisition <input type="checkbox"/> Purchase <input checked="" type="checkbox"/> Donation	5 acres	\$14,600	\$73,000
<b>Planning and Incidental Land Acquisition Costs</b>			
Construction management, site planning, preliminary design, survey and appraisals, or the cost of preparing the application (not to exceed 20% or \$200,000 of the cost of the project, whichever is less)	8%	\$74,000	\$74,000
<b>Total Project Cost</b>			\$924,000
<b>Total PARTF Grant Request</b>			\$400,000
<b>Total Local Match</b>			\$524,000

## Sources of the Applicant's Matching Funds

Use the format below to describe the sources of the applicant's matching funds. Indicate if these funds are currently available or are the funds yet to be approved. If funds are yet to be approved, list the date for approval. Matching funds must be available during the three-year grant period.

### Sample

#### Sources of the Applicants Matching Funds

**Applicant: Town of Parkland**

**Project Name: Green Park Redevelopment**

Type of Matching Funds	Amount of Funds	Funding Source	Availability
Cash	\$ 16,000	Private Donation	In Hand
	\$ 402,570	Town's Budget or Capital Improvement Plan (CIP)	Town's Approved CIP
Fee Simple Land Donation	\$ 56,400	Value of Donated Property	Pending PARTF Grant Approval
State Grant*	\$ 100,000	NC Land and Water Fund	Pending DNCR Approval by September 2023
Total Matching Funds	\$574,970		

\*PARTF allows other state and federal funding to be used as local match. PARTF cannot be used as a match for the Helene Recovery Fund.

## Attorney's Certification of Site Control

The applicant's attorney should review the Site Plan for the project (as described on page 9). An attorney must certify that the local government has control of the entire site of a proposed development project for providing public recreation by January 30, 2026.

The project must be located on a single contiguous site.

Please contact your regional consultant about linear parks and greenways.

**Important: The application can be declared ineligible without this certification.**

## Environmental Review

**All applicants who are proposing any development** (roads, buildings, ball fields, etc.) with a PARTF grant must provide the following information to help determine the proposed project's impact on the environment. Project design should minimize adverse impacts on the environmentally sensitive features of the site. Each item must be accurately and adequately addressed to allow the Department of Natural and Cultural Resources to determine if the proposed project will comply with the requirements of the State Environmental Policy Act (SEPA).

Some projects will require an additional evaluation called an “environmental assessment” if they are selected for funding. For any project that meets *all three* of the following criteria, an environmental document must be prepared:

An expenditure of \$10 million in funds provided by the state of North Carolina for a single project or action or related group of projects or action

**Or**

land-disturbing activity of equal to or greater than 10 acres of public lands resulting in substantial, permanent changes in the natural cover or topography of those lands (or waters)

An action by a state agency, and

Has a potential detrimental environmental effect upon natural resources, public health and safety, natural beauty, or historical or cultural elements, of the state's common inheritance.

The PARTF program will notify the applicant if an environmental assessment is required. If needed, the grantee must complete the environmental assessment before signing the PARTF contract and beginning the project.

# Resiliency Planning

Resilience is more than reducing the impact of hazards. The North Carolina Climate Risk Assessment and Resilience Plan (NC Resilience Plan, 2020) defines resilience as “the capacity of a community or business to prevent, withstand, respond to, and recover from a disruption.” It encompasses the characteristics that enable a community to survive and thrive when disasters happen. Resilience helps us build the future that we want – it helps us bounce forward after a disaster, not just bounce back. The NC Resilience Plan also tells us that “a resilient North Carolina is a state where our communities, economies, and ecosystems are better able to rebound, positively adapt to, and thrive amid changing conditions and challenges, including disasters and climate change; to maintain quality of life, healthy growth, and durable systems; and to conserve resources for present and future generations.” (Source: [NC Resilient Communities Planning Guide](#))

## How is this project incorporating resiliency planning?

### **Damage assessment and Recovery**

- What specific damage did your parks and trails sustain during Hurricane Helene?
- Have you completed a formal damage assessment? If so, please attach documentation (photos, engineering reports, etc.).
- What immediate recovery actions were taken to stabilize or secure the site?

### **Resiliency Planning and Design**

- How has your community incorporated resilience into the design of the proposed project?
  - Examples: elevated structures, permeable surfaces, native vegetation, flood-tolerant materials.
- Does your project include nature-based solutions (e.g., bioswales, rain gardens, living shorelines) to mitigate future storm impacts?
- Have you updated your master plan or hazard mitigation plan to reflect lessons learned from Hurricane Helene?

### **Community and Interagency Coordination**

- What role did your parks play in community response or recovery during/after the hurricane?
  - Shelter, distribution site, cooling center, etc.
- Have you coordinated with local emergency management or public health agencies in your recovery or planning efforts?

### **Long-Term Maintenance and Monitoring**

- What strategies are in place to maintain and monitor the resilience features of your project?
- How will you ensure that future maintenance budgets account for climate-related wear and tear?

### **Supporting documentation**

- Show resilient design features on the site plans.
- Hazard mitigation plans or climate adaptation strategies.
- Letters of support from emergency management or public health partners.

## Resiliency Planning Resources:

[Overview of the Steps | U.S. Climate Resilience Toolkit](#)

[NC Resilient Communities Planning Guide](#)

[NC Resilience Exchange Actions Database](#)

[RISE Regional Resilience Portfolios](#)

[NC DOA Uniform Floodplain Management Policy For State Construction](#)

[FEMA National Resilience Guidance](#)

[DOI Nature-Based Solutions Roadmap](#)

[The Power of Parks to Address Climate Change: A Special Report](#)

### Case Studies

- [Town of Black Mountain addresses streambank erosion with restoration efforts](#)
- [Hoke Community Forest institutes a prescribed burn program](#)
- [New Bern project grows natural stormwater resilience while improving native ecosystems](#)
- [Incorporating climate change into a new forest management plan](#)

## Prioritization

Projects damaged or affected by Helene are eligible to prioritization if from counties that (i) were designated, in whole or in part, by the United States Department of Housing and Urban Development (HUD) as the most impacted and distressed counties from Hurricane Helene and (ii) have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer.

To seek this prioritization, applicants must attest that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

HUD Report: <https://www.commerce.nc.gov/2025-04-17hud-action-plandbg-drapproved/download?attachment>

State Demographer County Population Estimates:

[https://demography.osbm.nc.gov/explore/assets/historical-certified-estimates-2010\\_2024/](https://demography.osbm.nc.gov/explore/assets/historical-certified-estimates-2010_2024/)

# Scoring System for Helene Recovery Fund Grants

## A. Project Justification (up to 10 possible points)

This narrative should address why the project is needed and how the community will be impacted. If seeking prioritization, please include how the replacement of damaged or affected parks and trails will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following Hurricane Helene.

## B. Resiliency Planning (up to 20 possible points)

1. Resiliency Planning (4 possible points)
2. Damage & Damage Assessment and Recovery (4 possible points)
3. Resiliency Planning and Design (4 possible points)
4. Community and Interagency Coordination (4 possible points)
5. Long-Term Maintenance and Monitoring (4 possible points)

## C. Acquisition (up to 15 possible points)

Identify and provide justification for the acquisition type and impact to protect the unique natural resources. Select one of the following three options and explain why land acquisition will create a positive impact on the community. (Possible 10 points)

- The site is a significant, unique, and threatened natural resource that will be used for other development purposes if not acquired. The recommendation is to conserve/ protect the resource while providing low-impact passive recreation, education, and conservation opportunities. (10 points)
- The site is an excellent natural resource that will be protected in addition to providing active and passive outdoor recreational opportunities and supports education and conservation efforts. (7 points)
- The site is an average natural resource that will be used to provide predominantly active outdoor recreation opportunities and support the education and conservation efforts. (5 points)

Justification for selection:

Number of acres of land acquired - parcel acres or linear acquisition for greenway/ trails (Possible 5 points)

- 5 acres or less (3 points)
- Medium acquisition, 6-25 acres (4 points)
- Large acquisition, 26 or more acres (5 points)

Documentation Required: Site plan should include acreage and any highlighted resources.

**D. Public Recreational Facilities (up to 45 possible points)**

**1. New, like, or renovated facilities to be provided: (30 points)**

**A maximum of 30 total points will be awarded for the sum of 1a, 1b and 1c.**

a. The project will provide (check one):

- 3 or more types of new recreational facilities (20 points)
- 2 types of new recreational facilities (15 points)
- 1 type of new recreational facility (10 points)

**List the new types of recreational facilities:**

b. The project will add recreational facilities at the park that are like the facilities that exist at the park. The project will add (check one):

- 3 or more types of recreational facilities (12 points)
- 2 types of recreational facilities (8 points)
- 1 type of recreational facility (4 points)

**List the types of recreational facilities:**

c. The project will provide major renovation of (check one):

- 3 or more types of recreational facilities (8 points)
- 2 types of recreational facilities (6 points)
- 1 type of recreational facility (4 points)

**List the recreational facilities to be renovated and why each renovation is needed:**

**2. The project will provide a trail or greenway (1/4 mile or longer) that links to existing recreation area(s), school(s), downtown businesses, and/or communities located outside of the park. (5 points)**

- Yes
- No

**Site plan must show trail linkage to receive points. Identify by name and location the existing trail and areas to be linked by the proposed trail:**

**E. Commitment to Operation & Maintenance (15 possible points)**

1.  The applicant has a full-time parks and recreation department that will manage the project site to provide programming and to ensure adequate operation and maintenance. (15 points)
2.  The applicant has a full-time staff, such as a public works, who will manage the project site to ensure adequate operation and maintenance. (8 points)
3.  The applicant will manage the project site with part-time staff or by contractual agreement to ensure adequate operation and maintenance. (4 points)
4.  An organized volunteer group, such as a civic group or youth sports association will operate and maintain the site. (2 points)

**Provide the name of the organization that will operate and maintain the site:**

**If the applicant is not going to operate the site with full-time staff, (see items #3 & #4), describe how and when the site will be open to the public.**

**F. Availability of Other Funds for the Project (up to 5 possible points)**

- Limited Funds (5 points)**
- Average Funds (3 points)**
- Significant Funds (1 point)**

**G. Additional Points (10 possible points +/-)**

- Project is applicant's only park (Possible +3 points)
- The applicant provides maximum access to outdoor recreation opportunities (Possible +3 points)
- Project provides public access to public waters (such as river, ocean, sound, or lake). (Possible +2 points)
- Project provides a trail connection that links daily destinations i.e. bus stop, retail, existing recreation area(s), school(s), businesses, and/or communities located outside of the project site. (Possible +2 points)
- Poor application documentation (unclear maps or incomplete site plan, instructions not followed, missing documentation, unrealistic budget, inconsistencies, etc.) (Possible -4 points)

**H. Prioritization (10 possible points)**

**County designated by HUD as most impacted and distressed:**

**County Population per 2023 State Demographer Report:**

- Applicant attests that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid (page 40).

# Definitions

1. **Recreational Facility:** The following list provides examples of projects that will qualify as recreational facilities or areas.
  - A. **Examples of Recreational Facilities and Areas:**
    - Adult and youth sports facilities including tennis courts, soccer fields, ballfields, running tracks, volleyball courts and basketball courts.
    - Fishing and boating facilities including man-made lakes or ponds, docks, launching ramps, piers, overlooks/observation facilities, boardwalks, and marinas.
    - Swimming facilities including swimming pools, spray-grounds, wave-making pools, wading pools, and swim beaches.
    - Trails within a park with a minimum continuous length of 1/4 mile including nature trails, hiking trails, bicycling trails, and equestrian trails.
    - Greenways - linear open spaces connecting parks or other public areas that are 1/4 mile or longer and usually contain a multi-purpose trail.
    - Camping facilities including cabins, group camps, and tent and trailer campgrounds.
    - Picnic facilities including picnic shelters with tables and grills, or picnic areas with groups of tables, grills, and trash receptacles.
    - Indoor recreational facilities including recreation centers, fitness centers, multi-purpose rooms, arts and crafts centers, nature centers, weight rooms, aquatic centers, handball courts, gymnasiums, and community centers. One building may include more than one recreational facility. For example, a new recreation center could contain a gymnasium, a weight room, and a multi-purpose room.
    - Playgrounds / Tot Lots: one or more areas with multiple play structures for children that are sometimes differentiated by the age of the child.
    - Amphitheaters
    - Court and lawn games: One or more areas with equipment for informal games such as horseshoes, bocce, corn hole, and volleyball.
  - B. **Support facilities** are **not** recreational facilities: Support facilities include parking lots, roads, lighting, bleachers, restrooms, concession buildings, fencing, landscaping, site preparation, bridges, utilities, sidewalks, stairways, drinking fountains, and maintenance buildings. Recreational programs, such as sports activities, classes, or lessons, are not facilities.
2. **Renovation:** The extensive reconstruction of a facility to restore or improve its usefulness to its original purpose. A renovation project will not be awarded points under the scoring system if the facility's deterioration is due to inadequate maintenance during its reasonable lifetime. Renovating a recreational or non-recreational facility for a new recreation use would apply to new and/or like recreational facilities.

## Appendix I: Eligible Counties List

On October 15, 2024, [FEMA](#) added twelve counties to the list of North Carolina counties adversely affected by Hurricane Helene. As of October 18, 2024, the following counties in North Carolina are Disaster Counties:

Alexander	Clay	Lincoln	Stanly
Alleghany	Cleveland	Macon	Surry
Ashe	Forsyth	Madison	Swain
Avery	Gaston	McDowell	Transylvania
Buncombe	Graham	Mecklenburg	Union
Burke	Haywood	Mitchell	Watauga
Cabarrus	Henderson	Nash	Wilkes
Caldwell	Iredell	Polk	Yadkin
Catawba	Jackson	Rowan	Yancey
Cherokee	Lee	Rutherford	

Those projects seeking Prioritization:

Projects damaged or affected by Helene are eligible to prioritization if from counties that (i) were designated, in whole or in part, by the United States Department of Housing and Urban Development (HUD) as the most impacted and distressed counties from Hurricane Helene and (ii) have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer.

To seek this prioritization, applicants must attest that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

<b>HUD-Identified MID Areas:</b>	<b>Full Counties:</b> Ashe; Avery; Buncombe; Burke; Haywood; Henderson; McDowell; Mitchell; Rutherford; Transylvania; Watauga; Yancey <b>Full Counties Based on HUD-Identified zip code:</b> Caldwell (zip code 28645); Cleveland (zip code 28150); Madison (zip code 28753); Polk (zip code 28782) <b>Partial Counties Based on HUD-Identified zip code:</b> Mecklenburg (zip code 28214)
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## Appendix II: Recreation Resources Service (RRS)

RRS provides grant administration as part of its duties for the NC Division of Parks and Recreation. Your RRS Consultant is the first point of contact for questions or assistance related to the Parks & Recreation Trust Fund (PARTF), non-recurring grants administered by the Parks & Recreation Trust Fund, and the Federal Land and Water Conservation Fund (LWCF). For Grant assistance, contact the regional consultant assigned to your County.

West	Central North	Central South	Northeast	Southeast
Blake Covington <a href="mailto:bwcovinc@ncsu.edu">bwcovinc@ncsu.edu</a> (919) 513-5885	Trey Fouché <a href="mailto:jfouche2@ncsu.edu">jfouche2@ncsu.edu</a> (919) 513-3644	Terri Stowers <a href="mailto:tlstower@ncsu.edu">tlstower@ncsu.edu</a> (919) 513-4083	Scott Payne <a href="mailto:rrspayne@ncsu.edu">rrspayne@ncsu.edu</a> (919) 513-3937	Brittany Shipp <a href="mailto:bwshipp@ncsu.edu">bwshipp@ncsu.edu</a> (919) 513-5951

[go.ncsu.edu/rrs](http://go.ncsu.edu/rrs)



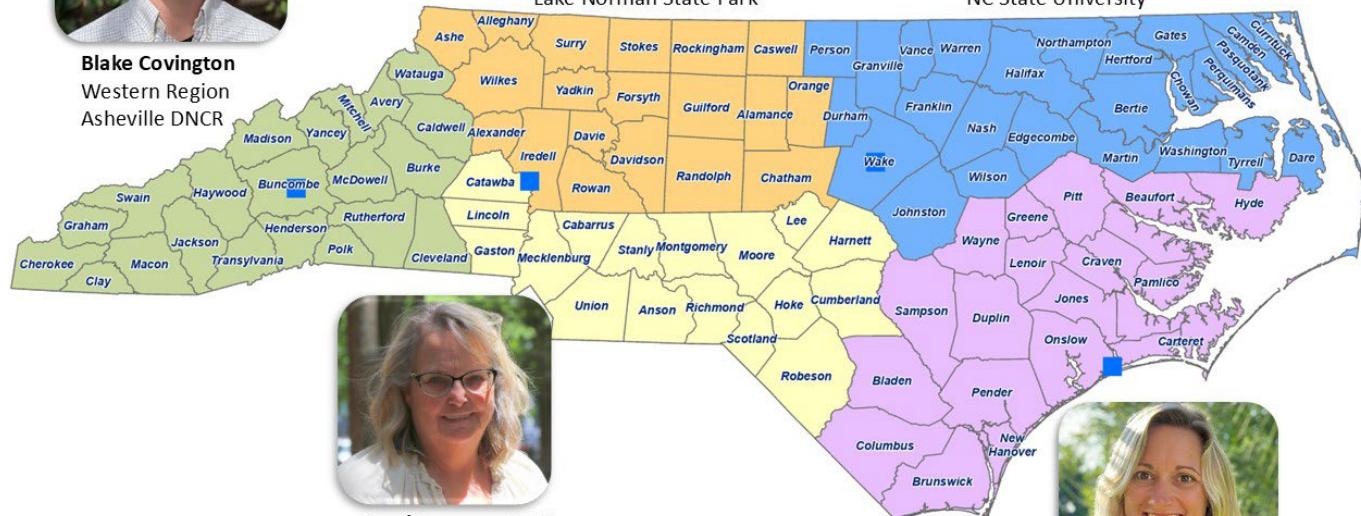
**Blake Covington**  
Western Region  
Asheville DNCR



**Trey Fouché**  
Central North Region  
Lake Norman State Park



**Scott Payne**  
Northeast Region  
NC State University



**Terri Stowers, CPRP**  
Central South Region  
Lake Norman State Park



**Brittany Shipp, CPRP**  
Southeast Region  
Hammocks Beach State Park

**Meet The RRS Team**

## Appendix III: Grant Application Templates

**Applicants should use the following templates when submitting their applications to ensure their application is eligible for consideration.**

# Checklist to Submit a Complete Application

All items listed are required documents. Complete and submit the checklist with your application. Keep a copy of the application for your files.

- Paper Submission – Must include Hard Copy and Digital Copy on flash drive
  - Hard Copy: Paper clip the pages and copies of each item on the checklist together. **Do not use staples.**
  - Digital copy: Submit a flash drive with individual files for the documents on the checklist. Use PDF format. Label the flash drive with the local government name. Use the file names shown in the table below.
- Electronic Submission - Applications are submitted through an electronic folder in Microsoft SharePoint. Applicants should contact their Recreation Resources Service regional consultant to request access to the SharePoint folder. Applicants are encouraged to request access early in the process to allow for technical support, as needed. Use the file names shown in the table below.

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

<i>Required for All Applications</i> <b>Use the (file name) shown for each item.</b>	<b>Included</b> ✓
Checklist for Submitting a Complete Application (Checklist)	
Applicant's Basic Facts and Assurances (Basic facts)	
Project Description (Description)	
Project Justification (Justification)	
Site Plan (Site plan)	
Site Vicinity Map (Site vicinity)	
Project Costs (Project costs)	
Source of Matching Funds (Matching funds)	
Attorney's Certification of Site Control (Site control)	
Environmental Review (ENV review)	
Prioritization (Prioritization) <i>OPTIONAL</i>	
Resiliency Planning (Resiliency) <i>OPTIONAL</i>	
Applicant Self-Scoring System (Self Scoring)	

## Helene Recovery Fund 2025-2026 Basic Facts & Assurances

<b>Local Government Name:</b> <hr/> <b>Federal Employer I.D. Number:</b> 56-	<b>County:</b> <hr/>
<b>Local Government Contact Person for the Grant:</b> Name: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. Title: Organization: Mailing Address: City/State/Zip: Telephone: E-mail: (must be an employee of the sponsoring local government)	<b>Local Government Manager:</b> Name: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. Title: Mailing Address: City/State/Zip: Telephone: E-mail:
<b>Chief Elected Official:</b> Name: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. Title: Mailing Address: City/State/Zip:	
<b>Site Control (check all that apply):</b> <input type="checkbox"/> Owned by local government <input type="checkbox"/> Leased by applicant for 25 years or more <input type="checkbox"/> Easement <input type="checkbox"/> Owned by school board	<b>Costs rounded to nearest dollar:</b> <i>(Should match project budget)</i> Grant funds requested: \$ _____ .00 Local government's matching funds: \$ _____ .00 Total cost of project \$ _____ .00
<b>Project Name:</b> <hr/> <b>Is this an LWCF-funded park on these <a href="#">lists of NC projects</a>?</b> <input type="checkbox"/> yes <input type="checkbox"/> No <b>If yes, list the grant number(s):</b> <hr/>	
<b>Certification and Approval by Local Governing Board</b> I hereby certify the information contained in the attached application is true and correct and the required dollar-for-dollar matching funds will be available during the project period. This application has been approved by the local governing board.	
<b>Chief Elected Official</b> <hr/> (Print or Type Name and Title) <span style="float: right;">(Signature)</span>	
If two local governments are applying together, this form must be completed and signed by each local government. One applicant must be identified by adding "primary sponsor" in the "Local Government Name" section.	
<b>This form must be complete in its entirety for your application to be considered</b>	

## Project Description

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

Describe your project in 3-5 sentences. Be concise and discerning, including recreation facilities being added, renovated or replaced, acres acquired, and whether the facility renovation is due to damage sustained during Hurricane Helene.

## Project Justification

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

Explain why the project is needed and how the repair, replacement or addition of parks and trails projects will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following damage or effects from Hurricane Helene.

# Project Costs

Applicant: \_\_\_\_\_

Project Name: \_\_\_\_\_

Date Prepared \_\_\_\_\_

Project Elements (Include specific units - sizes, numbers, lengths, etc. - for each item.)	Unit	Unit Cost	Total Item Cost
<b>Building and/or Renovating Costs</b>			
<b>Cost to Build or Renovate</b>			
Contingency for the Cost of Building / Renovating			
Contingency (not to exceed 5% of the cost to build or renovate or \$50,000 - whichever is less)			
<b>Land Value – (Indicate Purchase or Donation)</b>			
Land Acquisition - <input type="checkbox"/> Purchase <input type="checkbox"/> Donation			
Planning and Incidental Land Acquisition Costs			
Construction management, site planning, preliminary design, survey and appraisals, or the cost of preparing the application (not to exceed 20% of the cost of the project or \$200,000 - whichever is less)			
<b>Total Project Cost</b>			
<b>Total Grant Request</b>			
<b>Total Local Match</b>			

## Sources of the Applicant's Matching Funds

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

Type of Matching Funds	Amount of Funds	Funding Source	Availability
<b>Total Matching Funds</b>			

# Attorney's Certification of Site Control

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

**Instructions:** Review the Site Plan for the project. An attorney must certify that the local government has control of the entire site of a proposed development project for providing public recreation by January 30, 2026. The project must be located on a single contiguous site. Please contact your regional consultant about linear parks and greenways.

**Important: The application can be declared ineligible without this certification.**

<b>1. TYPE OF SITE CONTROL:</b> Indicate the type(s) of control the applicant has for the project site.	
TYPE OF CONTROL      Check all that apply	
<input type="checkbox"/> <b>Fee Simple Title</b>	<input type="checkbox"/> Entire Site. <input type="checkbox"/> Portion of site
<input type="checkbox"/> <b>Lease (25 years or longer)</b>	<input type="checkbox"/> Entire Site. <input type="checkbox"/> Portion of site
<input type="checkbox"/> <b>Easement</b>	<input type="checkbox"/> Entire Site. <input type="checkbox"/> Portion of site
<b>2. LIMITATIONS, CONDITIONS OR ENCUMBRANCES:</b>	
<input type="checkbox"/> No limitations, conditions, or encumbrances <input type="checkbox"/> Limitations, conditions, or encumbrances Attach additional pages describing any conditions or limitations in current or proposed leases, easements or use agreements. Include restrictions on the local government's use of the site or the rights to be reserved by the landowner that may impact the local government's ability to complete the project in a timely manner and/ or provide for public recreational use for at least 25 years. Attach additional pages if needed.	
<b>3. ATTORNEY'S CERTIFICATION</b>	
I have reviewed the site of the proposed project identified on this page and certify that the information provided above is accurate to the best of my knowledge. The proposed project will be on one contiguous site.	
NAME (Printed/Typed) _____	
TITLE _____	
SIGNATURE _____ Date _____	

## Environmental Review

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

- 1. Site Description:** Describe in detail the existing or proposed park property including the park acreage (for land and water), topography, streams, lakes, and any significant natural resources that are on or adjacent to the site. Attach a separate page if needed.
- 2. Past/Current Property Use:** What are the past and/or current uses of the property? Examples: Urban/developed, forest, agricultural, industrial site, landfill, water, or wetland. Attach a separate page if needed. **Important:** If the property has been contaminated (examples: brownfield sites), all cleanup actions must be completed before a PARTF contract is executed and the project can begin. Use this space to describe any cleanup actions that are in progress or proposed. The PARTF program recommends that local governments wait until cleanup is completed before applying.
- 3. Streams on Site:** Attach a copy of a map of the park property from this website:  
<https://experience.arcgis.com/experience/7073e9122ab74588b8c48ded34c3df55?views=Stream-Details>
- 4. DWR Riparian Buffer:** Attach a copy of a map of the park property from this website:  
<https://arcg.is/0Ojj8D>
- 5. Floodplains:** Attach a copy of a map of the park property from this website:  
<https://fris.nc.gov/fris/Home.aspx?ST=NC>
- 6. Archaeological or historical sites:** Attach a copy of a map of the park property from this site: [NC HPOWEB 2.0](https://hpoweb2.0.nc.gov/). Additional review will be required if ground disturbance occurs within study list or historic district (per HPOWEB), if federal funds will also be used, or if a 404 permit is needed.

# Resiliency Planning

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

How is this project incorporating resiliency planning?

## **Damage assessment and Recovery**

- What specific damage did your parks and trails sustain during Hurricane Helene?
- Have you completed a formal damage assessment? If so, please briefly describe here and attach documentation (photos, engineering reports, etc.)
- What immediate recovery actions were taken to stabilize or secure the site?

# Resiliency Planning

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

## Resiliency Planning and Design

- How has your community incorporated resilience into the design of the proposed project?  
Examples: elevated structures, permeable surfaces, native vegetation, flood-tolerant materials.
- Does your project include nature-based solutions (e.g., bioswales, rain gardens, living shorelines) to mitigate future storm impacts?
- Have you updated your master plan or hazard mitigation plan to reflect lessons learned from Hurricane Helene?

# Resiliency Planning

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

## **Community and Interagency Coordination**

- What role did your parks play in community response or recovery during/after the hurricane?  
Examples: shelter, distribution site, cooling center, etc.

- Have you coordinated with local emergency management or public health agencies in your recovery or planning efforts?

# Resiliency Planning

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

## **Long-Term Maintenance and Monitoring**

- What strategies are in place to maintain and monitor the resilience features of your project?

- How will you ensure that future maintenance budgets account for climate-related wear and tear?

## **Supporting documentation**

- Show resilient design features on the site plans.
- Hazard mitigation plans or climate adaptation strategies.
- Letters of support from emergency management or public health partners.

# Helene Recovery Fund for PARTF 2025-2026

## Prioritization Attestation

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

To qualify for the Western NC Prioritization, applicants must be from counties that were designated, in whole or in part, by the United States Department of Housing and Urban Development as the most impacted and distressed counties from Hurricane Helene

Applicant County: \_\_\_\_\_

To qualify for the Western NC Prioritization, applicants must have a population of 300,000 or fewer based upon the 2023 Certified County Population Estimates from the State Demographer.

County Population per the State Demographer 2023 Report: \_\_\_\_\_

Applicant attests that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

<b>Certification and Approval by Local Governing Board</b> I hereby certify the information contained in the attached application is true and correct	
Print Name / Title	Signature

### NOTICE:

**Receipt of Allocations:** A recipient of State funds under S.L. 2025-26 shall use best efforts and take all reasonable steps to obtain alternative funds that cover the losses or needs for which the State funds are provided, including funds from insurance policies in effect and available federal aid. State funds paid under S.L. 2025-26 are declared to be excess over funds received by a recipient from the settlement of a claim for loss or damage covered under the recipient's applicable insurance policy in effect or federal aid.

**Remittance of Funds:** If a recipient obtains alternative funds, the recipient shall remit the funds to the State agency from which the State funds were received. A recipient is not required to remit any amount in excess of the State funds provided to the recipient under this act.

# Scoring System for Helene Recovery Fund Grants

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

## Project Justification (up to 10 possible points)

This narrative should address why the project is needed and how the community will be impacted. If seeking prioritization, please include how the replacement of damaged or affected parks and trails will support long-term community resilience, environmental recovery, and equitable access to outdoor recreation following Hurricane Helene.

Applicant Self Score for Justification: \_\_\_\_\_

## Resiliency Planning (up to 20 possible points)

1. Resiliency Planning (4 possible points)

Applicant Self Score: \_\_\_\_\_

2. Damage & Damage Assessment and Recovery (4 possible points)

Applicant Self Score: \_\_\_\_\_

3. Resiliency Planning and Design (4 possible points)

Applicant Self Score: \_\_\_\_\_

4. Community and Interagency Coordination (4 possible points)

Applicant Self Score: \_\_\_\_\_

5. Long-Term Maintenance and Monitoring (4 possible points)

Applicant Self Score: \_\_\_\_\_

Applicant Self Score for Resiliency Planning Total: \_\_\_\_\_

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

#### Acquisition (up to 15 possible points)

Identify and provide justification for the acquisition type and impact to protect the unique natural resources. Select one of the following three options and explain why land acquisition will create a positive impact on the community. (Possible 10 points)

- The site is a significant, unique, and threatened natural resource that will be used for other development purposes if not acquired. The recommendation is to conserve/ protect the resource while providing low-impact passive recreation, education, and conservation opportunities. (10 points)
- The site is an excellent natural resource that will be protected in addition to providing active and passive outdoor recreational opportunities and supports education and conservation efforts. (7 points)
- The site is an average natural resource that will be used to provide predominantly active outdoor recreation opportunities and support the education and conservation efforts. (5 points)

Justification for selection:

Number of acres of land acquired - parcel acres or linear acquisition for greenway/ trails (Possible 5 points)

- 5 acres or less (3 points)
- Medium acquisition, 6-25 acres (4 points)
- Large acquisition, 26 or more acres (5 points)

Applicant Self Score for Acquisition: \_\_\_\_\_

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

**Public Recreational Facilities (up to 45 possible points)**

**3. New, like, or renovated facilities to be provided: (30 points)**

**A maximum of 30 total points will be awarded for the sum of 1a, 1b and 1c.**

d. The project will provide (check one):

- 3 or more types of new recreational facilities (20 points)
- 2 types of new recreational facilities (15 points)
- 1 type of new recreational facility (10 points)

**List the new types of recreational facilities:**

e. The project will add recreational facilities at the park that are like the facilities that exist at the park. The project will add (check one):

- 3 or more types of recreational facilities (12 points)
- 2 types of recreational facilities (8 points)
- 1 type of recreational facility (4 points)

**List the types of recreational facilities:**

f. The project will provide major renovation of (check one):

- 3 or more types of recreational facilities (8 points)
- 2 types of recreational facilities (6 points)
- 1 type of recreational facility (4 points)

**List the recreational facilities to be renovated and why each renovation is needed:**

**4. The project will provide a trail or greenway (1/4 mile or longer) that links to existing recreation area(s), school(s), downtown businesses, and/or communities located outside of the park. (5 points)**

- Yes
- No

**Site plan must show trail linkage to receive points. Identify by name and location the existing trail and areas to be linked by the proposed trail:**

**Applicant Self Score for Facilities: \_\_\_\_\_**

Applicant: \_\_\_\_\_ Project Name: \_\_\_\_\_

#### Commitment to Operation & Maintenance (15 possible points)

1.  The applicant has a full-time parks and recreation department that will manage the project site to provide programming and to ensure adequate operation and maintenance. (15 points)
2.  The applicant has a full-time staff, such as a public works, who will manage the project site to ensure adequate operation and maintenance. (8 points)
3.  The applicant will manage the project site with part-time staff or by contractual agreement to ensure adequate operation and maintenance. (4 points)
4.  An organized volunteer group, such as a civic group or youth sports association will operate and maintain the site. (2 points)

**Provide the name of the organization that will operate and maintain the site:**

**If the applicant is not going to operate the site with full-time staff, (see items #3 & #4), describe how and when the site will be open to the public.**

**Applicant Self Score for Operation & Maintenance:** \_\_\_\_\_

#### Availability of Other Funds for the Project (up to 5 possible points)

- Limited Funds (5 points)
- Average Funds (3 points)
- Significant Funds (1 point)

**Applicant Self Score for Availability of Funds:** \_\_\_\_\_

#### Additional Points (10 possible points +/-)

- Project is applicant's only park (Possible +3 points)
- The applicant provides maximum access to outdoor recreation opportunities (Possible +3 points)
- Project provides public access to public waters (such as river, ocean, sound, or lake). (Possible +2 points)
- Project provides a trail connection that links daily destinations i.e. bus stop, retail, existing recreation area(s), school(s), businesses, and/or communities located outside of the project site. (Possible +2 points)
- Poor application documentation (unclear maps or incomplete site plan, instructions not followed, missing documentation, unrealistic budget, inconsistencies, etc.) (Possible -4 points)

**Applicant Self Score for Additional Points:** \_\_\_\_\_

**Prioritization (10 possible points)**

**County designated by HUD as most impacted and distressed:**

**County Population per 2023 State Demographer Report:**

Applicant attests that (i) the application for funds is for repair, replacement, or construction of equipment, buildings, or natural features due to damage or effects from Hurricane Helene, including capacity-building, and (ii) the amount of funds requested is the amount of unmet need above the amount paid by insurance and available federal aid.

**Applicant Self Score for Prioritization:** \_\_\_\_\_

**Applicant Total Score:** \_\_\_\_\_

**Additional Comments:**

## X. PUBLIC COMMENT

*The public is invited to speak. Please keep comments limited to three minutes or less. Comments may also be submitted in writing to the Town Clerk, [kmartin@townoflakelure.com](mailto:kmartin@townoflakelure.com), at least one hour prior to the meeting.*

**XI.**

# **ADJOURNMENT**