

CAROLINA BEACH

Town Council Regular Meeting

Tuesday, May 12, 2026 – 6:00 PM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



AGENDA

CALL TO ORDER FOLLOWED BY THE INVOCATION AND PLEDGE OF ALLEGIANCE

ADOPT THE AGENDA

CONSENT AGENDA

- [1.](#) Proclamation Recognizing May as National Bike Month
- [2.](#) Budget Amendments/Transfers
- [3.](#) Approval of Council Meeting Minutes

SPECIAL PRESENTATIONS

- [4.](#) Events Update by Tim Murphy
- [5.](#) Manager's Update

PUBLIC COMMENT

Public Comment allows the public the opportunity to address Town Council. Please direct your comments to Council only. Speakers should restrict comments to no more than three minutes. Items or questions presented during this time will not be discussed by Council. However, the topic may be deferred to Town staff or a Town committee for follow-up. Please be sure to state your name and address, and speak directly into the microphone for those watching online.

PUBLIC HEARINGS

- [6.](#) Public Hearing to Receive Input on the FY26/27 Budget
- [7.](#) Conditional Zoning to consider a pickleball court in the Mixed-Use District (MX) at 1608 Bowfin Lane. Applicant: Atlantic Towers Assn Inc

ITEMS OF BUSINESS

- [8.](#) Discussion on Sidewalk from Carolina Beach Lake to Spartanburg
- [9.](#) Recognize June 14-20, 2026 as Pleasure Island Pride Week

ADJOURNMENT



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council 5/12/2026

SUBJECT: Proclamation Recognizing May as National Bike Month

BACKGROUND:

National Bike Month has been promoted annually in May throughout the United States since 1956 by the League of American Bicyclists. A proclamation recognizing Bike Month shows a community's support for bicycling and values of safety, sustainability, viable recreation and transportation options, and/or health and wellness.

The Wilmington Urban Area Metropolitan Planning Organization requested the Town's support of this joint effort by proclaiming May as National Bike Month.

ACTION:

Read and adopt Proclamation 26-2351.

Proclamation



Town of Carolina Beach
Town Council

PROCLAMATION NO. 26-2351

A Proclamation Recognizing May as National Bike Month

WHEREAS, the month of May is observed as National Bike Month as promoted by the League of American Bicyclists; and

WHEREAS, The Town of Carolina Beach is committed to the promotion of safe and convenient bicycling for both transportation and recreation; and

WHEREAS, The Town of Carolina Beach is committed to promoting the safe use of bicycles on local streets and trails through its planning such as the Bike/Ped Master Plan; and

WHEREAS, The Town of Carolina Beach is a member of the Wilmington Urban Area Metropolitan Planning Organization and has promoted bicycle safety, awareness, and education through the regional Be A Looker campaign which encourages children and adults to operate their bicycles in a safe manner and educates drivers on how to share the road with bicyclists; and

WHEREAS, the Town of Carolina Beach through the Wilmington Urban Area Metropolitan Planning Organization's Go Coast program, is committed to alleviating traffic congestion by supporting choices in transportation infrastructure and ensuring a clean and healthy environment.

NOW, THEREFORE, The Town of Carolina Beach proclaims May as Bike Month and will continue to promote safe bicycling opportunities for citizens of Carolina Beach.

Proclaimed this 12th day of May, 2026.

Albert L. Barbee, Mayor



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 5/12/2026

SUBJECT: Budget Amendments/Transfers

BACKGROUND:

I have received a couple of budget amendments and/or transfer requests. Transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the amendment. I have also attached a copy of the supporting documentation for the appropriation.

Appropriations:

Appropriate \$100,000 from Sand Fund to account 10-410-074 Legislative Capital Over \$10,000 for the deposit on the purchase of Boardwalk area properties. Council approved the transfer at the Special Meeting held on April 20, 2026.

Appropriate \$667.66 interest earned on the Brandy Myers grant account 45-329-000 Interest on Grant to account 45-620-074 Lake Park Recreation Projects Capital Projects over \$10,000 to place swing set and add additional landscaping at Lake Park. All interest earned on the grant funds are required to be used on a Lake Park Recreation Project or be surrendered to the State.

Appropriate \$5,539 donation from the Carolina Beach Police Foundation to account 10-510-033 Police Supplies for the purchase of Bola Wrap non-lethal restraint devices.

Transfers:

Transfer \$4,000 from account 10-510-024 Police Uniforms to account 10-510-014 Police Travel to cover line-item shortage.

Transfer \$1,000 from account 10-510-023 Police M&O Software to account 10-510-011 Police Communications to cover anticipated line-item shortage.

Transfer \$86.24 from account 10-530-045 Clerk Contract Serviced to account 10-430-054 Clerk M&O to cover cost of Town Code maintenance.

Transfer \$1,200 from account 10-570-033 Parking Supplies to account 10-570-011 Parking Communications to cover line-item shortage.

Transfer \$182,461 from account 30-812-046 Water Professional Services to account 30-409-015 Utility Fund Debt Service to cover unbudgeted interest on the refunding of the 2016 Revenue Bonds.

BUDGET IMPACT

No budget impacts.

ACTION REQUESTED:

Approve the budget amendments and/or transfers as presented by the Finance Director.

Budget vs Actual

Town of Carolina Beach
5/5/2026 9:49:09 AM

Period Ending 6/30/2027

45 Lake Park Recreation Project

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
45-329-000 Interest on Grant	99,365	0.00	0.00	0.00	100,032.39	667.66	101%
45-350-000 Transfer from General Fund	4,833	0.00	0.00	0.00	4,833.32	0.00	100%
45-396-000 SCIF Grant (Brandy Myers)	1,000,000	0.00	0.00	0.00	593,914.65	(406,085.35)	59%
45-397-000 LWCF Grant	175,000	0.00	0.00	0.00	175,000.00	0.00	100%
Revenues Totals:	1,279,198	0.00	0.00	0.00	873,780.36	(405,417.69)	68%

Lynn Barbee
Mayor

Joe Benson
Council Member

Deb LeCompte
Council Member



Deb LeCompte
Mayor Pro Tem

Mike Hoffer
Council Member

Bruce Oakley
Town Manager

TOWN OF CAROLINA BEACH
1121 N. Lake Park Boulevard
Carolina Beach, North Carolina 28428

BUDGET TRANSFER REQUEST

To: Debbie Hall, Finance Director

From: Vic Ward, Chief of Police

C. V. Ward

Re: Budget transfer

Date: April 23, 2026

Budget transfer amount: \$5,539.00

From: 10-335-000 (Miscellaneous Revenue)

To: 10-510-033 (Supplies)

Explanation:

The Carolina Beach Police Department recently received a \$5,539.00 grant from the Carolina Beach Police Foundation. The funds, which were deposited into the Miscellaneous Revenue account (10-335-000), are designated for the purchase of BolaWrap non-lethal restraint devices.

Lynn Barbee
Mayor

Joe Benson
Council Member

Deb LeCompte
Council Member



Deb LeCompte
Mayor Pro Tem

Mike Hoffer
Council Member

Bruce Oakley
Town Manager

TOWN OF CAROLINA BEACH
1121 N. Lake Park Boulevard
Carolina Beach, North Carolina 28428

BUDGET TRANSFER REQUEST

To: Debbie Hall, Finance Director

From: Vic Ward, Chief of Police

C. V. Ward

Re: Budget transfer

Date: April 23, 2026

Budget transfer amount: \$4,000

From: 10-510-024 (Uniforms)

To: 10-510-014 (Travel & Training)

Explanation:

CBPD is requesting the transfer of \$4,000 from 10-510-024 to 10-510-014 to cover the deficit for funds spent on travel and training, and for additional costs that will be incurred for travel and training already scheduled for May/June.

Lynn Barbee
Mayor

Joe Benson
Council Member

Deb LeCompte
Council Member



Deb LeCompte
Mayor Pro Tem

Mike Hoffer
Council Member

Bruce Oakley
Town Manager

TOWN OF CAROLINA BEACH
1121 N. Lake Park Boulevard
Carolina Beach, North Carolina 28428

BUDGET TRANSFER REQUEST

To: Debbie Hall, Finance Director

From: Vic Ward, Chief of Police *C. V. Ward*

Re: Budget transfer request

Date: April 23, 2026

Budget transfer amount: \$1,000

From: 10-510-023 (Maintenance & Repair – Software)

To: 10-510-011 (Communications-Phone/Cell/Data)

Explanation:

CBPD is requesting the transfer of \$1,000 from 10-510-023 to 10-510-011 to cover an anticipated deficit for funds spent on cell phones, mifis, and billing from Duke for pole rental.

Lynn Barbee
Mayor

Jay Healy
Council Member

Vince Losito
Council Member



Deb LeCompte
Mayor Pro Tem

Wayne Rouse
Council Member

Bruce Oakley
Town Manager

TOWN OF CAROLINA BEACH
1121 N. Lake Park Boulevard
Carolina Beach, North Carolina 28428

BUDGET TRANSFER REQUEST

To: Debbie Hall, Finance Director

From: Kim Ward, Town Clerk

Re: Budget Transfer Request

Date: April 29, 2026

Budget transfer amount: \$86.24

From: 10-430-045 (Contract Services)

To: 10-430-054 (Maintenance of Town Code)

Explanation: Cost for the maintenance of the Town Code exceeded budgeted amount.

 Outlook

budget transfer request:10-570-011

From Sheila Nicholson <sheila.nicholson@carolinabeach.gov>

Date Thu 2026-04-30 10:39 AM

To Debbie Hall <debbie.hall@carolinabeach.gov>

Debbie,

To cover a shortage in the Parking Communications line item, 10-570-011, please transfer \$1,200 from 10-570-033 to 10-570-011.

Please let me know if you have any questions.

Thank you,



Sheila P. Nicholson

Administrative Services Officer-Town of Carolina Beach

1121 N. Lake Park Blvd. Carolina Beach NC 28428

sheila.nicholson@carolinabeach.gov

(910) 458-2995

Email correspondence to and from this address may be confidential and/or subject to the NC Public Records Law and may be disclosed to third parties.

TOWN OF CAROLINA BEACH, NORTH CAROLINA
Enterprise Systems Revenue and Revenue Refunding Bonds, Series 2026

CLOSING MEMORANDUM

#

To: Working Group
From: Truist Securities
Re: Town of Carolina Beach, North Carolina (the "Town")
Enterprise Systems Revenue and Revenue Refunding Bonds, Series 2026
(the "Bonds")

I. Closing and Contact Information

Closing Date and Time: March 4th, 2026 at 11 am ET via Microsoft Teams Meeting

Working Group	Bruce Oakley, Town of Carolina Beach	910.458.2944
Closing Contacts:	Ed Parvin, Town of Carolina Beach	910.465.2766
	Debbie Hall, Town of Carolina Beach	910.458.5495
	Jennifer Wimmer, Local Government Commission	919.814.4285
	Stephanie Bacik, Local Government Commission	919.814.4279
	Donna Davis, Local Government Commission	919.814.4293
	Rebecca Joyner, Parker Poe Adams & Bernstein LLP	919.835.4499
	Carlos Manzano, Parker Poe Adams & Bernstein LLP	919.835.4016
	David Cheatwood, First Tryon Advisors	704.926.2447
	Chazzo Habliston, First Tryon Advisors	704.926.2456
	Dyson Hooper, First Tryon Advisors	704.926.2442
	Ryan Trauffler, Truist Securities	713.703.4231
	Rob Mellinger, Truist Securities	312.356.3385
Ryan Silver, Truist Securities	919.594.9779	
Shawna Hale, U.S. Bank	651.443.5893	

bruce.oakley@carolinabeach.org ; ed.parvin@carolinabeach.org ; debbie.hall@carolinabeach.org ; jennifer.wimmer@nctreasurer.com ; stephanie.bacik@nctreasurer.com ; donna.davis@nctreasurer.com ; rebeccajoyner@parkerpoe.com ; carlosmanzano@parkerpoe.com ; dcheatwood@firsttryon.com ; chabliston@firsttryon.com ; dhooper@firsttryon.com ; ryan.trauffler@truist.com ; robert.mellinger@truist.com ; Ryan.Silver@Truist.com ; shawna.hale@usbank.com

II. Sources and Uses of Funds

Sources of Funds	
Par Amount of 2026 Bonds	\$29,960,000.00
Net Original Issue Premium	\$3,422,861.00
Town Contribution	\$182,460.83
Total Sources of Funds	\$33,565,321.83

Uses of Funds	
Project Costs	\$16,649,981.73
Deposit to Escrow Fund	\$16,453,504.25
Costs of Issuance	461,835.85
Total Uses of Funds	\$33,565,321.83



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 5/12/2026

SUBJECT: Approval of Council Meeting Minutes

BACKGROUND:

Attached are the meeting minutes from the April meetings.

ACTION REQUESTED:

Review and consider approving under the consent agenda.

CAROLINA BEACH

Town Council Special Meeting

Tuesday, April 20, 2026 8:00 AM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



MINUTES

CALL TO ORDER

Mayor Barbee called the meeting to order at 8:00 AM.

PRESENT

Mayor Lynn Barbee

Mayor Pro Tem Deb LeCompte

Council Member Jay Healy

Council Member Wayne Rouse

ALSO PRESENT

Town Manager Bruce Oakley

Deputy Town Manager Ed Parvin

Finance Director Debbie Hall

Town Clerk Kim Ward

Town Attorney Noel Fox

ABSENT (Called in via telephone)

DISCUSSION ITEMS

ACTION: Motion to go into closed session to discuss an attorney client matter in accordance with NCGS 143-318.11(a) as well as general attorney client purposes.

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse,
Motion passed unanimously

Council returned to open session at 8:20 AM.

ACTION: Motion to approve the settlement agreement for 23CVS3744.

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse,
Motion passed unanimously

Mayor Barbee stated that this negotiation has gone on for many years and appreciates the cooperation from both parties on getting to this agreement. This agreement includes a purchase price reduction, that was previously announced at \$15 million, reduced to \$12 million.

Mayor Barbee adjourned the meeting at 8:25 AM.

CAROLINA BEACH

Town Council Workshop

Tuesday, April 28, 2026 - 9:00 AM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



MINUTES

CALL TO ORDER

Mayor Barbee called the meeting to order at 9:00 AM.

PRESENT

Mayor Lynn Barbee

Mayor Pro Tem Deb LeCompte

Council Member Jay Healy

Council Member Wayne Rouse

Council Member Vince Losito

ALSO PRESENT

Town Manager Bruce Oakley

Deputy Town Manager Ed Parvin

Finance Director Debbie Hall

Town Clerk Kim Ward

DISCUSSION ITEMS

1. Employee Recognition

Public Utilities Director Mark Meyer recognized Alvin Blanks for 10 years of service, noting his reliability during after-hours calls and consistent professionalism with coworkers and the public.

Public Works Director Brian Stanberry recognized Tony Burnett-Millage for 15 years of service, highlighting his versatility, steady leadership as Public Works Manager, and positive, solutions-oriented approach.

2. Presentation by Officer Paige Hulgin and Chief Ward with the Police Department

Police Chief Vic Ward and Officer Paige Hulgin gave a presentation on Officer Hulgin's experience at the International Association of Chiefs of Police (IACP)/United Arab Emirates (UAE) Ministry of Interior Police Academy Exchange Program. Officer Hulgin was selected for the highly competitive experience at the Abu Dhabi Police College, which brought together 52 international participants representing 44 agencies from 35 countries, plus 162 local graduates.

Chief Ward reviewed the nomination process and gave a program overview. Officer Hulgin discussed her accommodations, a typical day, and courses of study.

Officer Hulgin finished 1st among women and 9th overall; she was selected as a platoon leader and received recognition during graduation. The program lasted almost six months.

Police Chief Ward, Council Members, and Mr. Oakley praised Officer Hulgin for this accomplishment. Police Chief Ward added that Officer Hulgin participated in this program at no cost to the Town.

3. Budget Discussion

Mr. Oakley held a discussion on the FY26/27 budget.

He reported that the \$487,000 cyber theft is not recoverable. Mr. Oakley said through department-wide cost controls (position freezes, deferred projects, and reduced/re-evaluated spending), the Town expects to close the year with a balanced budget without using fund balance to cover the loss.

Mr. Oakley gave a budget summary and went over the process, which began at a January Council retreat.

He said the Town is proposing to implement a tiered living-wage structure using an estimated \$23/hour living wage for New Hanover County as the floor. Lowest-paid hourly employees would be brought up to that level (about 12% increases for those positions), with proportional increases across pay grades (highest grades about 4-5%).

The currently proposed budget for the General Fund is approximately \$27.5 million, assuming a proposed 3.5-cent tax rate increase.

Mayor Barbee said he wants the Town to create a culture where employees want to stay rather than constantly getting poached by other entities.

Mayor Pro Tem LeCompte said the Town does not want to merely act as a stepping stone for staff.

Council Member Losito said it's better to retain people rather than constantly hiring, training, and losing knowledge as employees leave.

Mr. Oakley noted that the Town's tax rate affects its share of New Hanover County sales tax distribution and said keeping the rate flat while others increase theirs could reduce the Town's sales tax revenue.

Mr. Oakley said he will send out a detailed proposed budget later this week.

The currently proposed budget for the Utilities Fund is approximately \$12.6 million. A 9% rate increase is required by bond covenants tied to recent utility bonds; a modest shortfall is projected, with the gap planned to be covered using available fund balance supported by a current-year surplus tied to project costs rolling forward.

Mayor Barbee said he thinks a 3.5-cent tax increase will be a big pill for property owners to swallow, but he agrees with efforts to retain employees. Mr. Oakley said staff will keep working to minimize this.

Mr. Oakley reviewed the remaining steps in the budget process prior to adoption in June, including more opportunities for public input.

Council Member Rouse said he would like to gain more insight on the true cost of the Town losing employees.

Mayor Pro Tem LeCompte mentioned that the Town often invests in its employees, such as paying for them to receive certifications, but that investment is lost when employees leave.

Council Member Rouse asked Mr. Oakley to do what he can to lessen the 3.5-cent tax increase, but Mayor Barbee reminded him that this should not be done at the expense of employees.

ADJOURNMENT

Mayor Barbee adjourned the meeting at 9:53 AM.

CAROLINA BEACH

Town Council Regular Meeting

Tuesday, April 14, 2026 - 6:00 PM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



MINUTES

CALL TO ORDER

Mayor Barbee called the meeting to order at 6:00 PM, followed by the invocation by Mayor Pro Tem LeCompte and Pledge of Allegiance.

PRESENT

Mayor Lynn Barbee
 Mayor Pro Tem Deb LeCompte
 Council Member Jay Healy
 Council Member Wayne Rouse
 Council Member Vince Losito

ALSO PRESENT

Town Manager Bruce Oakley
 Deputy Town Manager Ed Parvin
 Finance Director Debbie Hall
 Town Clerk Kim Ward
 Town Attorney Noel Fox

ADOPT THE AGENDA

Mayor Barbee noted that a closed session had been added to the end of the agenda.

ACTION: Motion to approve the agenda

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

CONSENT AGENDA

1. ROT Reimbursement Approval Request
2. Budget Amendments/Transfers
3. Amend Capital Project Grant Fund for 1810 Canal ADA Improvements
4. Set a Public Hearing for May 12, 2026, to Consider a Conditional Zoning for a Pickleball Court at 1608 Bowfin Lane – Applicant: Atlantic Towers Assn, Inc.
5. Paid Family Caregiver Leave Policy
6. Upcoming Committee Expiring Terms
7. Temporary Storage Location for Maggie the Whale
8. Approval of Council Meeting Minutes

ACTION: Motion to approve the consent agenda

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

SPECIAL PRESENTATIONS

9. Events Update

Mayor Barbee recognized Paul Courtney, Administrative Assistant in Human Resources, who is leaving his position with the Town.

Mr. Oakley called Mr. Courtney a “jack of all trades,” noting his work with filming meetings and volunteering for the Fire Department, and said he would be missed.

Mayor Barbee thanked Mr. Courtney for his work with the Town.

Mr. Parvin reviewed upcoming events:

- Blessing of the Fleet – April 15 at the Marina
- Wings Over Carolina Beach Airshow – April 25 on the beach strand (practice flight on April 24)

Wilmington International Airport Director Jeff Bourk said planning the Wings Over Carolina Beach event has been a significant learning experience in preparation for the larger Thunderbirds show planned for September 10-12, 2027. He noted that the Town is a sponsor of the event alongside other community partners that are waiving associated fees and formally requested that Council consider waiving Town fees.

Council Member Rouse pointed out that Mr. Bourk lives on the island and thanked him for bringing these events here.

Mr. Oakley said the cost to the Town is estimated at just under \$10,000 in staff and equipment time and added that Mr. Bourk’s request is consistent with fee waivers extended by other participating entities.

ACTION: Motion to approve the Airport Director’s request as presented, up to \$10,000 of staff time to run the show and waive the fee

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

Mayor Barbee said the event will be a good boost for businesses early in the season.

Mr. Parvin continued with the following events:

- Tinted Turtle Trot 5K – April 26 at Mike Chappell Park
- Beach Wrestling Nationals – May 9 at the Boardwalk
- MuralFest – May 16-17 at Lake Park
- Boardwalk Blast Fireworks/Music – begins Friday, May 22, and continues weekly on Thursdays, with the exception of Friday, July 3, and the last show on Friday, September 4
- Carolina Beach Market – Saturdays May 23 through October 3 at Lake Park

10. Recognition of Town Committee Members

Mayor Pro Tem LeCompte recognized former members of the Beautification Committee, Parks & Recreation Committee, and Police Advocacy Committee who served at the time the committees were sunsetted. She reflected on her more than 12 years of committee service and acknowledged that while sunsetting these committees was difficult, the creation of Friends of CB Parks & Greenways and the Police Foundation had filled roles that Town committees could not legally fulfill. Mayor Pro Tem LeCompte thanked all committee members for their service and encouraged them to continue engaging with the community.

Mayor Barbee echoed these sentiments, expressed gratitude to all who served, and recognized that many Council Members themselves had started through committee service.

Cindy Dunn, former Chair of the Beautification Committee, asked if she could continue informal communication with Town staff regarding the garden on Town property. Mr. Oakley encouraged her to submit any concerns via SeeClickFix.

Mayor Barbee said the Town does not want to lose the knowledge of former committee members and urged Ms. Dunn to stay in touch with Council. Mayor Pro Tem LeCompte agreed to act as a liaison.

11. Proclamation for Safe Boating Week – May 16-22, 2026

Members of the Cape Fear Sail & Power Squadron spoke about boater safety and the importance of wearing life jackets. Mayor Barbee read a proclamation recognizing May 16-22 as Safe Boating Week.

12. Manager's Update

Mr. Oakley reviewed key dates in the FY26/27 budget schedule:

- Public hearing for community input – April 14
- Budget workshop – April 28
- Budget open house – May 5

Mr. Oakley gave an update on various projects:

- Boardwalk bathroom: Ribbon cutting scheduled for April 22 at 11:00 AM.
- Harbor informational meeting: Planned for April 28 at 5:00 PM in Council Chambers, staff will present information on marina operations, mooring balls, transient vessels, and boat captains.
- Lake Park pump house: This is nearly complete; pump testing is expected imminently.

- Lake Park bathroom: A temporary Certificate of Occupancy was anticipated the following day, with a new picnic shelter renovation also nearing completion.
- Lake Park striping: The contractor and N.C. Department of Transportation (DOT) have confirmed striping is scheduled to begin on April 20. DOT is pushing the contractor to get here before then, and staff has stressed the importance of completing the work before the air show.

Mr. Parvin gave an update on coastal storm risk management, the beach nourishment project:

- Placement of sand will be ending tomorrow, April 15.
- Demobilization will begin immediately upon completion.
- Focus on demobilization will be the turbine engine at Ocean Boulevard and the pipe in front of the Boardwalk from the Marriott to the Hampton Inn.

Mayor Pro Tem LeCompte asked about damages to the Hatteras ramps. Mr. Parvin said the contractor agreed to work with the Town on any damages to ramps, and they are looking at replacing those on Ocean Boulevard and Hamlet Avenue this spring. He said staff will talk to the contractor about damages to the ramp at Freeman Park.

Council Member Healy said it will be interesting to see if the inlet will open up following the project. Mr. Parvin said all the sand came out of the inlet during this project, which will hopefully help with navigability.

Mr. Parvin also reported back to Council about the sidewalk project from Lake Park to Spartanburg Avenue. He presented updated cost figures, sharing that the DOT estimate for the full route is approximately \$972,000, with remaining committed funds of \$787,000, leaving a gap of approximately \$184,000 if Council wishes to extend to Spartanburg Avenue rather than stopping at Sumter Avenue, the previously estimated \$762,000 segment. Mr. Parvin said options are as follows: authorizing the additional funds and proceeding with DOT, pausing to seek Wilmington Urban Area Metropolitan Planning Organization (WMPO) grant funding, or retrieving the contributed funds from DOT and self-managing the project.

Mayor Barbee said Council does not need to make a decision tonight, but he would like to hear thoughts to get a general feel for how to proceed. He said he never thought a sidewalk from Lake Park to Spartanburg Avenue would basically cost \$1 million, but he now understands this stretch is extremely difficult to do because of stormwater and easements. Mayor Barbee said he doesn't want to spend that much money but also doesn't want the project to die, recognizing it is the top pedestrian safety issue for the Town.

Council Member Healy said they need to do something because waiting could increase the cost even further.

Council Member Losito suggested taking the money back and seeing if the Town can manage the project.

Mayor Pro Tem LeCompte said she was not aware the Town has the option to do the project without DOT. Mr. Parvin said the project would still have to meet all DOT standards and criteria, but if the Town

chose to take it on a lot of administrative costs would go away and they could work directly with the contractor.

Mr. Oakley said the Town managed the Ocean Boulevard sidewalk project and cautioned that there can be complications involved with taking this approach.

Council Member Healy suggested that the Town look into bidding out the project without DOT's involvement.

Mayor Barbee recommended that staff meet with DOT to get a cost estimate for the Town managing the project so they have two figures to compare.

Mayor Pro Tem LeCompte asked about the crosswalk at Spartanburg Avenue. Mr. Oakley said one of the options is to do the crosswalk without a sidewalk. He added that they are waiting on easements. Mayor Barbee said he thinks the crosswalk is almost an immediate need.

Mr. Oakley said the next discussion about the sidewalk will also need to include ideas for how to come up with \$184,000, if the Town decides to go that route. Mayor Barbee said they can make a decision at the upcoming workshop.

The last update Mr. Parvin gave was about the Cape Fear Boulevard and Canal Drive traffic pattern. Staff is preparing to begin removing the one-way pattern this week. He said there has been limited feedback, but the comments from downtown business owners have been positive.

Options are as follows:

- Remove the one-way and await design options from the traffic engineers to consider funding during the next fiscal year.
- Leave the one-way in place through the air show and re-evaluate again at the May Council meeting.
- Leave the one-way in place throughout the summer.
 - Continue to keep everything temporary so it can be removed if needed.
 - Enhance the aesthetics.

Mayor Barbee said he doesn't have strong feelings either way about the one-way pattern, but he noted that public safety personnel think it's safer and business owners seem to like it. He said it now looks like a construction zone, so if staff can make it look aesthetically better he can support leaving it in place during the summer.

Council Member Healy said he is favor of keeping it there all year long if they can make it look better.

No one expressed opposition to leaving the one-way pattern in place through summer if improvements can be made, so Mayor Barbee directed staff to do this. He said having it during an entire peak season will be a better test to see how well it works.

Council Member Healy asked if there is an update on the Saint Joseph Street multi-use path. Mr. Oakley said they are down to just one property they are working with for an easement, but they may be able to proceed without it.

Mayor Barbee noted that the upcoming meeting with DOT about the sidewalk would also address the left-turn issue at Saint Joseph Street and Lake Park Boulevard and the Ocean Boulevard intersection at Wilmington Beach.

Mayor Pro Tem LeCompte suggested they also bring up the pedestrian landing on the east side of the Ocean Boulevard crosswalk, which currently lacks a concrete pad.

PUBLIC COMMENT

Olin Furr of 440 Oceana Way presented a spreadsheet he had compiled mapping infrastructure status across the 16 blocks of Canal Drive, from Pelican Lane to Salt Marsh Lane. He requested that Council direct staff to share infrastructure inspection and testing data with the Community Action Team (CAT), which is working on Phase 2 of the N.C. Resilient Coastal Communities Program (RCCP). Mr. Furr also recognized the North End Flood Mitigation Alliance volunteers for their role in securing the Town's inclusion in the RCCP. Additionally, he highlighted a potential private spoils area near the south side of the inlet at Freeman Park, a site approved by the U.S. Army Corps of Engineers, and requested that Council consider opening it to local property owners. He noted that Mr. Parvin had confirmed it would be included in the Freeman Park land management plan.

Linda Sharkey of 403 South 4th Street raised a concern regarding the Town's requirement that fence slats face toward neighboring properties, noting that this can be impractical when access to an adjacent property is unavailable. Community Development Director Jeremy Hardison noted that this issue was on the agenda later as part of the public hearing on Unified Development Ordinance (UDO) amendments.

Mayor Barbee confirmed that the spoils site matter would be addressed through the Freeman Park plan and that staff was already working to collect the relevant infrastructure data for the CAT. He invited Ms. Sharkey to share any further comments about her issue during the upcoming public hearing.

PUBLIC HEARINGS

13. Public Hearing to Receive Input on the FY26/27 Budget

This is an opportunity for Council to gather input for the upcoming FY26/27 budget. The community may share views on budget priorities for the upcoming fiscal year.

ACTION: Motion to open the public hearing

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

Mr. Oakley provided a brief preview, noting that while revenue projections are up, operating costs – particularly for employee recruitment, retention, and health care – have also increased substantially, creating a budget shortfall. He said staff is working to close the gap ahead of the formal budget presentation.

Mayor Barbee noted that there will be several additional opportunities for public input on the budget.

No one requested to speak.

ACTION: Motion to close the public hearing

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

14. Text Amendment to Amend Article 3, Section 3.4 Table of Uses and 3.9 Nonresidential Use Standards of the UDO to Allow Retail as an Accessory Use for Hotels and Motels in the MF District
Applicant: Max Sussman

Applicant Max Sussman is pursuing this text amendment to allow alcohol sales as an accessory use for hotels and motels within the MF zoning district.

ACTION: Motion to open the public hearing

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

Planner Haley Anderson presented the details. She provided historical context, noting that before 2000, hotels/motels and complementary uses were permitted in this district when it was designated as RA-5A. The 2000 ordinance update removed commercial uses and reduced density from 35 to 17 units per acre. This change made the three existing hotels in the district (Sea Ranch, The Oceaneer, and Golden Sands) non-conforming.

Staff supports the proposal and has worked with the applicant to craft the text amendment. The proposed change to the land use table would allow new hotels and motels within the zoning district, but staff believes the impacts of this change will be mitigated because the density is restricted to 17 units per acre.

The text amendment is in conformity with the Coastal Area Management Act (CAMA) Land Use Plan, which designates the area for medium-density residential and low-intensity commercial.

The Planning and Zoning Commission, by a vote of 6-0, passed the text amendment with suggested edits, adding a provision that retail for alcohol is permitted as an accessory use only within the footprint of the hotel or motel approximate to the lobby or communal area.

Mr. Sussman of 608 South Lake Park Boulevard briefly addressed Council, explaining that the impetus for the amendment was the desire to allow local hotel operators to offer basic retail amenities (sunscreen, snacks, logo merchandise) comparable to what major hotel chains already provide in other zoning districts.

Karen Graybush of 518 Sumter Avenue asked for clarification on whether the amendment applied only to commercial hotels, which staff confirmed, and inquired about the inclusion of alcohol sales, which Council Members explained was a standard component of retail permitted for off-premise consumption in guest rooms only.

ACTION: Motion to close the public hearing

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

Mayor Pro Tem LeCompte said this would allow hotels in this district to operate like others with a commercial area in the lobby.

Council Member Rouse praised staff for working with the applicant and the Planning and Zoning Commission for taking two meetings to make sure everyone was comfortable with the text amendment. He said he has no reason not to support it.

Council Member Losito said the text amendment makes sense from a fairness standpoint.

Mayor Barbee said from that zoning district, it may not be easy for hotel guests to run to Food Lion or Publix for retail items, so this helps the hotelier and enhances the visitor experience. He said he thinks this is a reasonable request.

ACTION: Motion that Council, whereas, in accordance with the provisions of the NCGS, does hereby find and determine that the adoption of the following text amendment for Article 3, Section 3.4 Table of Uses and 3.9 Nonresidential Use Standards is consistent with the goals and objectives of the adopted land use plan and other long-range plans

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

15. Text Amendment to Unified Development Articles 2 and 3 for Ordinance Clarification and Consistency with State Statutes
Applicant: Town of Carolina Beach

The purpose of this text amendment is to clarify sections of the UDO after staff has been administering the new ordinance changes for a year since adoption and ensure compliance with recent updates to State statutes. The following changes have been made to the proposed ordinance:

1. Session Law 2025-94 states that there shall be no waiting periods for the resubmission of denied or withdrawn applications for zoning map amendments, text amendments, and other development applications. The section of the ordinance that stated that applicants had to wait 12 months has been removed.
2. Applicants with an existing Special Use Permit who wish to seek major changes may choose between the Special Use Permit process or Conditional Zoning (CZ) process.
3. The section regarding complaints about violations has been updated to be consistent with general statutes for public record law, which does not allow for confidentiality.
4. Planned Unit Developments (PUDs) located on a single lot are not required to establish a permanent access easement. However, a 12-foot drive aisle must be maintained for any structures proposed behind existing or proposed construction to guarantee access to the adjacent street.
5. The dimensional standards table and impervious surface sections have been updated to clarify that T-1 and I-1 have a maximum impervious surface coverage of 80%.
6. The fill section has been updated to clarify that fill may not exceed 4 feet above the crown of the highest adjoining street if an adjacent lot's elevation exceeds 1 foot above the crown of the adjoining street.
7. The signage section has been updated to comply with Session Law 2025-94 to clarify that official government flags are not a sign requiring a permit.
8. The fence ordinance section has been updated to comply with Section 160D-702, which does not allow local governments to regulate "building design elements." In 2009, the ordinance was amended to state that fences shall be constructed so that the finished (sheathed) side is oriented toward adjoining lots/the right-of-way. This has been removed, as it regulates the appearance and design of fences.
9. The non-conforming section has been updated to clarify that if a lot is over the allowed impervious surface percentage, the impervious surface area can be replaced up to that percentage within a period of 180 days of removal of the impervious surface.

The Planning and Zoning Commission unanimously recommended approval.

The text amendment is in general conformity with the CAMA Land Use Plan.

ACTION: Motion to open the public hearing

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

Senior Planner Gloria Abbotts presented the details.

No one requested to speak.

ACTION: Motion to close the public hearing

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

ACTION: Motion that Council, whereas in accordance with the provisions of the NCGS, does hereby find and determine that the adoption of the following text amendment to Articles 2 and 3 for ordinance clarification and consistency with State statutes is consistent with the goals and objectives of the adopted Land Use Plan and other long-range plans

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

CLOSED SESSION

ACTION: Motion to go into closed session to discuss an attorney/client matter in accordance with NCGS 143-318.11(a)(3); the matter being discussed is 23 CVS 3744 Carolina Beach Land Holdings, LLC, vs. Town of Carolina Beach as well as general attorney/client purposes

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem LeCompte, Council Member Healy, Council Member Rouse, Council Member Losito

Motion passed unanimously

Mayor Barbee called the meeting back to order and said Council took no action during closed session.

ADJOURNMENT

Mayor Barbee adjourned the meeting at 8:00 PM.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council 5/12/2026

SUBJECT: Events Update by Tim Murphy

BACKGROUND:

Tim Murphy will give an update on the upcoming events.

ACTION REQUESTED:

No action needed.



AGENDA ITEM COVERSHEET

PREPARED BY: Bruce Oakley, Town Manager

DEPARTMENT: Executive

MEETING: Town Council 5/12/2026

SUBJECT: Manager's Update

BACKGROUND:

Town Manager Bruce Oakley will give an update on current and future projects.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 5/12/2026

SUBJECT: Public Hearing to Receive Input on the FY26/27 Budget

BACKGROUND:

This is an opportunity for Council to gather input for the upcoming FY26/27 Budget. The community can share their views on budget priorities for the upcoming fiscal year.

ACTION REQUESTED:

Open the public hearing to receive input from the community.

RECOMMENDED MOTION:

Motion to open the public hearing.
Motion to close the public hearing.



AGENDA ITEM COVERSHEET

PREPARED BY: Gloria Abbotts, Sr Planner

DEPARTMENT: Community
Development

MEETING: Town Council – May 12, 2026

SUBJECT: Conditional Zoning to consider a pickleball court in the Mixed-Use District (MX) at 1608 Bowfin Lane.
Applicant: Atlantic Towers Assn Inc

BACKGROUND:

The applicant, Atlantic Towers Assn Inc, applied for a Conditional Zoning application for a temporary pickleball court in the Mixed Use District. The existing use of the property is a parking lot for the Atlantic Towers condo building. The applicant proposes a temporary pickleball court utilizing 12 existing parking spaces. Private tennis courts are permitted in the MX district through Conditional Zoning. Section 3.4.B.2. states that for uses not listed, the UDO Administrator shall consider which use closely matches the proposed use and apply the relevant regulations.

The Conditional Zoning District allows a particular use to be established only in accordance with specific standards and conditions pertaining to each individual development project. Some land uses have such significant impacts on both the immediate area and the broader community that general district standards cannot adequately address them. Additionally, there are situations where a general district designation allowing a use by right would not be suitable for a specific property, even though the use itself might be appropriate. The review process accommodates these cases by reclassifying the property into a conditional zoning district, with conditions designed to ensure that the use aligns with and does not disrupt neighboring properties.

All applications shall include a site plan and any development standards to be approved concurrently with the rezoning application. Development standards may include such things as parking, landscaping, design guidelines, and buffers. When evaluating an application for the creation of a conditional zoning district, the Planning & Zoning Commission shall consider the following:

1. The application's consistency to the general policies and objectives of the Town's CAMA Land Use Plan, any other officially adopted plan that is applicable, and the Zoning Ordinance.
2. The potential impacts and/or benefits on the surrounding area, adjoining properties.

3. Report on results from the public input meeting.

Prior to scheduling a public hearing on the rezoning application, the applicant shall conduct one (1) public input meeting and file a report of the results with the Zoning Administrator. In approving a petition for the reclassification of property to a conditional zoning district, the Planning & Zoning Commission may recommend that the applicant add reasonable and appropriate conditions to the approval of the petition. Any such conditions should relate to the relationship of the proposed use to the impact on the following details:

1. Town services
2. Surrounding property
3. Proposed support facilities such as parking areas and driveways
4. Pedestrian and vehicular circulation systems
5. Screening and buffer areas
6. Timing of development
7. Street and right-of-way improvements
8. Infrastructure improvements (i.e. water)
9. Provision of open space
10. Other matters that the participants in the public input meeting, staff, Planning & Zoning Commission, and Town Council find appropriate or the petitioner may propose

If the applicant does not agree with the Planning & Zoning Commission or staff's recommendations of additional conditions, the Town Council shall have the authority to accept none, any, or all of the conditions forwarded from the review process.

No permit shall be issued for any development activity within a conditional zoning district except in accordance with the approved petition and applicable site plan, subdivision plat, and/or permit for the district.

Proposal:

The property is currently used as a parking lot for the Atlantic Towers condos. The existing parking lot has 169 spaces. There are twelve 2-bedroom units, and the remaining 125 units are 1 bedroom under 650 square feet. The parking required for the existing 137 units is 149 spaces. 157 spaces will be provided after the pickleball court is installed.

The purpose of the Mixed Use District is to provide an area of transitional land uses between intensified use districts or elements and residential districts. This district includes an area of mixed land uses between the intensive, commercial, central part of town and the quiet residential area and may also be employed as a transitional area between busy major thoroughfares and quieter residential areas. The regulations of the district seek to maintain a modest scale of structures, as well as a pedestrian-oriented nature, so that uses in the district may provide a suitable transition from commercial to residential areas. Permitted uses include a mixture of single-family homes, two-family dwellings, and small-scale office and institutional

uses. Small hotels and motels and multifamily housing of modest density and size may also be permitted in this district.

The development standards for tennis courts require that provisions be made to compensate for impervious surfaces and drainage runoff containment and lighting, if used shall be shielded so as not to shine on adjoining properties. The existing parking lot will simply be repainted; no additional impervious surfaces will be added, and no additional lighting is proposed.

Landscaping is not required as the use is temporary in nature. The 12 parking spaces will be reverted to parking when the pickleball court is not in use. The applicant proposes installing a temporary 6-foot fence to surround the court when it is in use.

Proposed Conditions

1. The court will be closed beginning the Friday before Memorial Day through Labor Day.
2. Use of the court will be for owners and guests of Atlantic Towers only.
3. The court will be approved for a 1-year trial period. After the 1-year period, the project will go through the conditional zoning process again.
4. No additional lighting.
5. The court shall operate from 9a – 6p and the gate shall remain locked when the court is not in use.
6. No amplified music.
7. 6' temporary fencing shall be anchored and installed with wind screen and/or sound blocking material.

Conditional Zoning Process

As part of the application process a community meeting is required. The applicant held the required meeting on January 29, 2026. The applicant has provided summary comments from the meeting. Based off the comments from the meeting, the applicant can place conditions on the project to help mitigate the impacts and concerns from the neighboring properties. As a result of the concerns that were raised at the Public Input Meeting, the applicant revised the proposed location of the court to be further from the Casa Del Playa condominiums after the meeting.

Land Use Plan

The project is in general conformity with the 2020 Land Use Plan and the Low Intensity Commercial Area. Smaller scale, lower intensity commercial uses that complement the neighborhood or a distinct node of activity. Structures (3 stories max.) have active ground floor uses. Streets serve pedestrians and automobiles, including on-street parking wherever possible.

Staff recommends approval of the project as proposed. The court was moved after P&Z based on the comments at that meeting; an updated site plan was submitted. P&Z recommended approval 4-2.

ACTION REQUESTED:

Consider recommending approval or denial of a conditional zoning to approve a pickleball court at 1608 Bowfin Lane.

MOTION:

Approval - whereas in accordance with the provisions of the NCGS, the Council does hereby find and determine that the adoption of the Conditional Use District to allow for a pickleball court located at 1608 Bowfin Lane is consistent with the goals and objectives of the adopted Land Use Plan and other long-range plans.

Denial - based on inconsistencies with the goals and objectives of the adopted Land Use Plan and/or other long-range planning documents and the potential impacts on the surrounding areas.

1121 N. Lake Park Blvd.
Carolina Beach, NC 28428
permits@carolinabeach.org
Phone (910) 458-2999



Permit # CZ26-01

TOWN OF CAROLINA BEACH Conditional Zoning Application

The Conditional Zoning process for the Town of Carolina Beach may be found in the ordinance (Sec. 40-527).

Prior to the application submission, the applicant must conduct a Public Input Meeting. The following are the public meeting requirements:

- The applicant must mail notice of said meeting to all property owners within 500 feet of the perimeter of the project bounds no less than 10 days prior to the meeting.
- The notice must include time, date, location, and project description.
- The applicant must maintain and submit to with their application a:
 - o A copy of the letter announcing the meeting
 - o A list of property owners contacted
 - o An attendance roster from the meeting
 - o A summary of the issues discussed
 - o The results and any changes related to the proposal based on meeting discussions

Each application submitted to staff must be legible, contain the public scoping meeting required information, and provide all other required materials to be accepted as a completed application. Supplemental application materials may include, but not be limited to, site plans, building designs, engineered drawings, stormwater designs, landscaping plans, project narratives, Federal and/or State permits/permissions, and Traffic Impact Analyses. **It is strongly suggested that the applicant set up a meeting with Planning Staff prior to the submission deadline, to ensure the application is complete.**

The Planning Department, Technical Review Committee, Planning and Zoning Commission and/or Town Council reserve the right to require additional information if needed to assure that the use in its proposed location will meet be developed in accordance with the Code of Ordinances of the Town of Carolina Beach.

Application fees. The owner or owners, or their duly authorized agent, of the property included in the application for Conditional Zoning shall submit a complete application and supplemental information to the Planning Department. **A fee in accordance with the Town's adopted schedule of fees, payable to the Town of Carolina Beach, must accompany each application.** For the purposes of determining the fee, the Zoning Administrator shall categorize each such Conditional Zoning Permit Application as either "major" or "minor", depending upon the complexity of review. Generally, Planned Residential (over 7 units), Mixed Uses, Business Developments, and similarly complex projects shall be categorized as "major", while projects such as Planned Residential (5-6 units), bed and breakfast inns, small day care services, etc. shall be categorized as "minor".

Major Conditional Zoning Permit	=	\$ 1,000.00
Minor Conditional Zoning Permit	=	\$ 500.00

This permit will be scheduled for the next possible Technical Review Committee, provided the public scoping meeting has taken place and the application is otherwise complete.



2026 Submission Deadlines & Meeting Dates

Technical Review Committee		Planning & Zoning Commission		Town Council	
Submission	Meeting	Submission	Meeting	Submission	Meeting
23-Dec-25	6-Jan	26-Jan	12-Feb	24-Feb	10-Mar
20-Jan	3-Feb	23-Feb	12-Mar	31-Mar	14-Apr
17-Feb	3-Mar	23-Mar	9-Apr	28-Apr	12-May
24-Mar	7-Apr	27-Apr	14-May	26-May	9-Jun
21-Apr	5-May	25-May	11-Jun	30-Jun	14-Jul
16-May	2-Jun	22-Jun	9-Jul	28-Jul	11-Aug
23-Jun	7-Jul	27-Jul	13-Aug	25-Aug	8-Sep
21-Jul	4-Aug	24-Aug	10-Sep	29-Sep	13-Oct
18-Aug	1-Sep	21-Sep	8-Oct	27-Oct	10-Nov
22-Sep	6-Oct	26-Oct	12-Nov	24-Nov	8-Dec
20-Oct	3-Nov	23-Nov	10-Dec	Jan-27	Jan-27
17-Nov	1-Dec	Dec-26	Jan-27	Feb-27	Feb-27
22-Dec	Jan-27	Jan-27	Feb-27	Mar-27	Mar-27

Please complete all sections of the application.

A. Property Information

Address(es): 1608 Bowfin Lane, Carolina Beach, NC 28428

PIN(s): PARID: R09018-013-005-000

Project Name Atlantic Towers - Temporary Pickleball Court

Size of lot(s): 1.1478 acres

B. Application for Conditional Zoning

Application is hereby made for a Conditional Zoning for use of the property described above as a (please provide a brief description of the use):

A temporary, seasonal pickleball court located within an existing parking area. The court will be available to Atlantic Towers' guest only, will operate during day

time hours only, and will not include permanent structures, lighting or site improvements. All equipment, including fencing and netting shall be removable.

C. Applicant Contact Information

Atlantic Towers Assn., Inc.

Company/corporate Name (if applicable):

Michael A, Alford

Applicant's Name

189 Westlake Drive

Mailing Address

Wendell, NC,, 27591

City, State, and Zip Code

919-210-9138

Telephone

[Redacted]

Email

D. Owner Contact Information (if different)

Owner's Name

Mailing Address

City, State, and Zip Code

Telephone

Email

Check the box beside each item verifying that the item has been submitted with this application

I. Site Plan Criteria

For new construction all boxes in this section shall be marked yes by the applicant to be considered a complete application.

Yes No N/A

- The name, address, and phone number of the professional(s) responsible for preparing the plan if different than the applicant.
- An appropriate scaled plan
- Title block or brief description of project including all proposed uses
- Date
- North Arrow
- Property and zoning boundaries
- The square footage of the site
- Lot coverage (buildings, decks, steps)
- Location of all existing and proposed *structures* and the setbacks from property lines of all affected structures to remain on-site
- Design of driveways and parking
- Adjacent right-of-ways labeled with the street name and right of way width
- Location of all existing and/or proposed easements

Additional information or data as determined necessary by town staff and/or other reviewing agencies including but not limited to the following may be required:

Yes No N/A

- Location and design of refuse facilities
- Approximate locations and sizes of all existing and proposed *utilities*
- Existing and/or proposed fire hydrants (showing distances)
- Adjacent properties with owners' information and approximate location of structures
- Distances between all *buildings*
- Number of *stories* and height of all *structures*
- Locations of all entrances and exits to all *structures*
- Calculate the *gross floor area* with each room labeled (i.e. kitchen, bedroom, bathroom)
- Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be use
- Location of flood zones and finished floor elevations
- CAMA Areas of Environmental Concern (AEC) and CAMA setbacks
- Delineation of *natural features* and wetlands with existing and proposed topography with a maximum of two-foot contour intervals
- Proposed landscaping including percentages of *open space*
- Stormwater management systems
- Cross-sectional details of all streets, roads, ditches, and *parking lot* improvements
- Building* construction and occupancy type(s) per the building code
- Location of fire department connection(s) for standpipes
- Turning radii, turnarounds, access grades, height of overhead obstructions
- Dimensions and locations of all *signs*
- A vicinity map drawn with north indicated
- Submit the total daily water flow usage and sewer design flow by a design professional

- I have provided two hard-copies and one scaled electronic version of each required drawing
- I am prepared to pay the application fee today

SUPPLEMENTAL INFORMATION REQUIRED WITH THE APPLICATION

1. Detailed project narrative describing the proposed site and request.
2. Agent form if the applicant is not the property owner.
3. Request for site specific vesting plan shall be submitted in accordance with Chapter 40 Article XIII

OWNER'S SIGNATURE: In filing this application for a conditional zoning, I/we as the property owner(s), hereby certify that all of the information presented in this application is accurate to the best of my knowledge, information and belief.

M. A. Ay-1

2/7/2026

Signature

Date

N/A

AUTHORITY FOR APPOINTMENT OF PERSON TO ACT ON MY BEHALF

The undersigned owner, _____, does hereby appoint _____ to act on my behalf for the purpose of petitioning the Town of Carolina Beach for: a) an amendment to the text regulations; b) a change to the zoning map; and/or c) street closing, as applicable to the property described in the attached petition. The owner does hereby covenant and agree with the Town of Carolina Beach that said person has the authority to do the following acts for and on behalf of the owner: (1) To submit a proper petition and the required supplemental materials: (2) To appear at public meetings to give testimony and make commitments on behalf of the owner; and (3) In the case of conditional zoning, to accept conditions or recommendations made for the conditional zoning on the owner's property. (4) To act on the owner's behalf without limitations with regard to any and all things directly or indirectly connected with or arising out of any petition. This appointment agreement shall continue in effect until final disposition of the petition submitted in conjunction with this appointment.

Date: _____

Appointee's Name, Address & Telephone:

Signature of Owner: _____

SUPPLEMENTAL INFORMATION

Conditional Zoning Application Atlantic Towers Association, Inc. Temporary Pickleball Court Proposal

I. Project Narrative

Atlantic Towers Association, Inc. proposes the installation of a temporary pickleball court within a portion of the existing parking lot serving Atlantic Towers in Carolina Beach, North Carolina. The applicant is both a property owner and the President of Atlantic Towers Association, Inc.

The proposed pickleball court is considered temporary in nature in that the net and fence panels are removable and may be taken down and stored when the parking area is needed for its primary purpose. The acrylic surface coating and playing lines will remain in place; however, automobiles will be permitted to park in the area during the Association's peak season.

To avoid confusion during periods when the court is not in use, Atlantic Towers employees will park in the area designated as the pickleball court, allowing guest parking to continue elsewhere in the lot.

The court would be available only during the Association's slower occupancy season and would be restricted to Atlantic Towers guests only. Use of the court would be monitored by on-site management.

The proposed location fits within the number of parking spaces the Town of Carolina Beach has indicated may be utilized for this purpose and is situated in an area with asphalt conditions well suited for application of an acrylic playing surface.

Pickleball sound levels typically range between approximately 60–70 decibels, which is within the noise limits regulated by the Town of Carolina Beach. The proposal is submitted through the Conditional Zoning process to allow the Town to evaluate the request and impose any conditions deemed appropriate to address potential impacts.

II. Public Input Meeting Summary

A Public Input Meeting was conducted in accordance with the Conditional Zoning requirements of the Town of Carolina Beach. Proper notice of the meeting was mailed to property owners within 500 feet of the project perimeter.

Summary of Issues Discussed

Attendees at the Public Input Meeting included property owners from a nearby condominium community located across the street from the Atlantic Towers parking lot. Several attendees expressed strong opposition to the proposed pickleball court. Concerns raised included proximity of the court to nearby residences, potential noise impacts, and general opposition to the introduction of a pickleball court within the parking lot area.

Some attendees stated they did not support installation of a pickleball court anywhere within the parking lot, regardless of location. The applicant asked whether an alternative location within the parking lot would address concerns; most attendees indicated they remained opposed regardless of location.

All comments and concerns raised during the meeting were noted and are included as part of the public input record.

III. Results of the Public Input Meeting and Changes to the Proposal

As a result of concerns raised during the Public Input Meeting, the applicant evaluated alternative locations for the proposed pickleball court within the existing parking lot. A revised location was selected farther from the Casa Del Playa condominiums in an effort to reduce proximity to nearby residences.

One nearby property owner had previously indicated acceptance of an alternative location in a text communication prior to the Public Input Meeting. Although opposition to the proposal remained among several attendees, the applicant revised the proposed location in good faith to address proximity-related concerns.

The revised location remains within the number of parking spaces the Town has indicated may be utilized and allows on-site management to monitor use of the facility. Updated plans reflecting the revised location are included with this application.

IV. Public Input Documentation Included

The following materials are included with this application to document compliance with public input requirements:

1. Copy of the letter announcing the Public Input Meeting
2. List of property owners contacted
3. Attendance roster from the Public Input Meeting

4. Summary of issues discussed
 5. Description of results and changes related to the proposal
 6. Original (pre-meeting) court location diagram
 7. Revised (post-meeting) court location diagram
-

V. Mailing Certification

I hereby certify that public notice letters were mailed via regular U.S. mail on January 16, 2026, to 123 property owners and/or owner associations located within 500 feet of the proposed project site, in accordance with the Town of Carolina Beach Conditional Zoning public input requirements.

VI. Applicant Authorization

Mike Alford is the President of Atlantic Towers Association, Inc. and a property owner, and is authorized to submit this Conditional Zoning application and all supporting materials on behalf of the Association.

VII. Site-Specific Vesting Statement

The applicant is not requesting site-specific vesting under Chapter 40, Article XIII. This Conditional Zoning request is submitted without a vesting plan.

END OF SUPPLEMENTAL INFORMATION

PUBLIC INPUT MEETING NOTICE**Proposed Conditional Zoning Request – Temporary Pickleball Court at Atlantic Towers**

Dear Property Owner,

You are receiving this notice because your property is within **500 feet** of Atlantic Towers, located at **1615 Lake Park Blvd S**, and a Conditional Zoning application is being prepared for a **temporary seasonal pickleball court** in the Atlantic Towers parking lot.

The purpose of this meeting is to provide information, answer questions from nearby property owners, and receive feedback before submitting our zoning request to the Town of Carolina Beach.

Meeting Information:

Location: Atlantic Towers – Club Room (right of lobby)

Date: January 29, 2026

Time: 6:00 pm

Project Summary:

Atlantic Towers proposes installing **one temporary pickleball court** in the north parking area.

- The court will be used **exclusively by Atlantic Towers guests**
- It will be available only during daytime hours
- No permanent structures will be added
- The fencing, net, and lines are removable and seasonal

A location sketch is included with this notice.

If you have questions prior to the meeting, please contact:

Mike Alford – 919-210-9138 – mike.alford@northstateresurfacing.com

We welcome your input and participation.

Sincerely,

Mike Alford

Atlantic Towers HOA / Applicant

Consolidated Mailing Address Record Town of Carolina Beach Planning

BLACKWOOD, NATHANIEL T & COLLEEN
1518 S Lake Park Blvd Unit 1B
Carolina Beach, NC 28428

BURKART, VICKI
1518 S Lake Park Blvd Unit 2D
Carolina Beach, NC 28428

MCQUEEN, DANIEL
1518 S Lake Park Blvd Apt 2E
Carolina Beach, NC 28428

SNYDER, SCOT W & KATHERINE M
1515 Bowfin Ln Unit 2
Carolina Beach, NC 28428

HARTSELL, JEFFREY H
1511 Bowfin Ln
Carolina Beach, NC 28428

AMUNDSON, SHANNON L
1509 Bowfin Ln
Carolina Beach, NC 28428

PIERCE, DEXTER L
1507 Bowfin Ln
Carolina Beach, NC 28428

LARRIMORE, DEBORAH P & THOMAS E
1505 Bowfin Ln
Carolina Beach, NC 28428

FACB PROPERTIES LLC
1511 S Lake Park Blvd
Carolina Beach, NC 28428

ABDO STEPHEN P FAMILY TRUST
1517 S Lake Park Blvd Unit 19
Carolina Beach, NC 28428

WALSH, LAWRENCE H & DARLENE N
1519 S Lake Park Blvd
Carolina Beach, NC 28428

MADISON TRUST COMPANY CUSTODIAN
1521 S Lake Park Blvd
Carolina Beach, NC 28428

BUTLER, LINDA DEAN
1523 S Lake Park Blvd
Carolina Beach, NC 28428

HARBUR PROPERTIES
1603 S Lake Park Blvd
Carolina Beach, NC 28428

SEAY, JAMES L JR & MARY E
5 Texas Ave Unit A
Carolina Beach, NC 28428

HORNSBY, CRAIG A & SHANNON A
5 Texas Ave Unit B
Carolina Beach, NC 28428

CAWLEY, THOMAS JAMES & KATHLEEN CLARE
5 Texas Ave Unit C
Carolina Beach, NC 28428

MITCHELL, JOHN O & ROSLYN
5 Texas Ave Unit D
Carolina Beach, NC 28428

1605 TEXAS AVENUE HOA, INC.
5 Texas Ave
Carolina Beach, NC 28428

IPPOLITO, GIOVANNI & TANYA VLACANCICH
1 Texas Ave
Carolina Beach, NC 28428

JOSHI ANAND RACHANA TRUSTEES
3 Texas Ave
Carolina Beach, NC 28428

1621 LAKE PARK BOULEVARD LLC

1621 S LAKE PARK BLVD

CAROLINA BEACH NC

GOSLING, ZACHARY T & EMILY S

104 ALABAMA AVE

CAROLINA BEACH NC 28428

COASTAL WATCH I OWNERS ASSN

CAROLINA BEACH NC 28428

COASTAL WATCH II OWNERS ASSN

1617 BOWFIN LN

CAROLINA BEACH NC 28428

HANNAN, MICHAEL E ET UX

1615 BOWFIN LN

CAROLINA BEACH NC 28428

MCGUIRK, CARMEN (TRUSTEE)

1613 BOWFIN LN

CAROLINA BEACH NC 28428

GADALLA, DAVID & LARISA R

1611 BOWFIN LN

CAROLINA BEACH NC 28428

TROPMANN, CATHY A
1612 S LAKE PARK BLVD
CAROLINA BEACH NC 28428

LAMB ELEANOR H REV LIV TRUST
1614 S LAKE PARK BLVD
CAROLINA BEACH NC 28428

HACKETT, GUY M & URSULA M LAZO
1616 S LAKE PARK BLVD
CAROLINA BEACH NC 28428

LIFES 2 SHORT LLC
202 ALABAMA AVE
CAROLINA BEACH NC 28428

MORGAN, PEARLINE B (LIFE ESTATE)
204 ALABAMA AVE
CAROLINA BEACH NC 28428

LUCK, REGINA WRIGHT
206 ALABAMA AVE
CAROLINA BEACH NC 28428

LUMBERTON AVE LLC
1620 BOWFIN LN

CAROLINA BEACH NC 28428

1615 SNAPPER LANE UNIT OWNERS ASSN

1615 SNAPPER LN

CAROLINA BEACH NC 28428

1618 BOWFIN ASSOCIATION

1618 BOWFIN LN

CAROLINA BEACH NC 28428

HOWELL, KENNETH L & AMANDA B

1616 BOWFIN LN

CAROLINA BEACH NC 28428

HANNAN, MICHAEL E ET UX

1615 BOWFIN LN

CAROLINA BEACH NC 28428

MCGUIRK, CARMEN (TRUSTEE)

1613 BOWFIN LN

CAROLINA BEACH NC 28428

TROPMANN, CATHY A

1612 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

GADALLA, DAVID & LARISA R

1611 BOWFIN LN

CAROLINA BEACH NC 28428

1615 SNAPPER LANE UNIT OWNERS ASSN

1615 SNAPPER LN

CAROLINA BEACH NC 28428

1617 SNAPPER LANE UNIT OWNERS ASSN

1617 SNAPPER LN

CAROLINA BEACH NC 28428

HOWELL, KENNETH L & AMANDA B

1616 BOWFIN LN

CAROLINA BEACH NC 28428

BRC KURE BEACH LLC

1614 BOWFIN LN

CAROLINA BEACH NC 28428

BRC KURE BEACH LLC

1608 BOWFIN LN

CAROLINA BEACH NC 28428

HOWELL, MARSHA H (LIFE ESTATE)

1606 BOWFIN LN

CAROLINA BEACH NC 28428

SCONZO, THERESA M & PAUL T

201 TEXAS AVE

CAROLINA BEACH NC 28428

203 TEXAS LLC

203 TEXAS AVE UNIT 1

CAROLINA BEACH NC 28428

203 TEXAS AVENUE TOWNHOMES OA INC

203 TEXAS AVE

CAROLINA BEACH NC 28428

GLENN, LINDA H

207 TEXAS AVE

CAROLINA BEACH NC 28428

HOWELL, MARSHA H & JULIAN E III ET AL

1605 SNAPPER LN

CAROLINA BEACH NC 28428

FACKRELL, CAROL

1607 SNAPPER LN

CAROLINA BEACH NC 28428

RICHARDSON, JACQUELINE
1609 SNAPPER LN
CAROLINA BEACH NC 28428

LAWHON, PAMELA J
1611 SNAPPER LN
CAROLINA BEACH NC 28428

HARRISON, TEDDIE B & MERLE A
1612 SNAPPER LN
CAROLINA BEACH NC 28428

HARRISON, TEDDIE B & MERLE H
1610 SNAPPER LN
CAROLINA BEACH NC 28428

1606 SNAPPER LANE COA INC
1606 SNAPPER LN
CAROLINA BEACH NC 28428

STOYLE, TIMOTHY M JR
1604 SNAPPER LN UNIT 2
CAROLINA BEACH NC 28428

BASSIRI, KIARASH HODA I
1602 SNAPPER LN

CAROLINA BEACH NC 28428

KELLY, MARY CATHERINE

202 TEXAS AVE UNIT 1

CAROLINA BEACH NC 28428

1516 BOWFIN ASSOCIATION

1516 BOWFIN LN

CAROLINA BEACH NC 28428

LARRIMORE, DEBORAH P & THOMAS E

1506 BOWFIN LN

CAROLINA BEACH NC 28428

BRC KURE BEACH LLC

1507 SNAPPER LN

CAROLINA BEACH NC 28428

NORRIS, LISA S

1508 BOWFIN LN

CAROLINA BEACH NC 28428

SOOTS, JANE CONNER

1510 BOWFIN LN

CAROLINA BEACH NC 28428

1509 SNAPPER LANE COA

1509 SNAPPER LN

CAROLINA BEACH NC 28428

PATEL, DEVANG J & SARIKABEN D

1512 BOWFIN LN UNIT 2

CAROLINA BEACH NC 28428

1512 BOWFIN LANE TOWNHOMES HOA INC

1512 BOWFIN LN

CAROLINA BEACH NC 28428

GARIBAY, RAFAEL A

1511 SNAPPER LN UNIT 1

CAROLINA BEACH NC 28428

CHRISTY TOWNHOMES OWNERS ASSOC INC

1511 SNAPPER LN

CAROLINA BEACH NC 28428

1513 SNAPPER LANE COA

1513 SNAPPER LN

CAROLINA BEACH NC 28428

1514 BOWFIN COA INC

1514 BOWFIN LN

CAROLINA BEACH NC 28428

1516 BOWFIN ASSOCIATION

1516 BOWFIN LN

CAROLINA BEACH NC 28428

HATTINGH, JOHANNES H & WENFENG LI

1515 SNAPPER LN

CAROLINA BEACH NC 28428

HATTINGH, JOHANNES H & WENFENG LI

1517 SNAPPER LN UNIT 20

CAROLINA BEACH NC 28428

CANNISTRA REALTY LLC

1520 BOWFIN LN

CAROLINA BEACH NC 28428

202 TEXAS AVE TOWNHOME HOA

202 TEXAS AVE

CAROLINA BEACH NC 28428

KELLY, MARY CATHERINE

202 TEXAS AVE UNIT 1

CAROLINA BEACH NC 28428

VANDYNE, BLAINE MICHELE
202 TEXAS AVE UNIT 2
CAROLINA BEACH NC 28428

GENTILE, LAURIE K
204 TEXAS AVE UNIT 1
CAROLINA BEACH NC 28428

MERCER DOUGLAS S TRUST
204 TEXAS AVE UNIT 2
CAROLINA BEACH NC 28428

BUTLER, WESCOTT C & MEAGHAN S
206 TEXAS AVE
CAROLINA BEACH NC 28428

COLE, GARY L
1518 S LAKE PARK BLVD UNIT 3E
CAROLINA BEACH NC 28428

BAILEY, BERNARD B
1518 S LAKE PARK BLVD UNIT 1D
CAROLINA BEACH NC 28428

CASA DEL PLAYA UOA INC
1518 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

TAYLOR, JAMES B

1518 S LAKE PARK BLVD UNIT 1A

CAROLINA BEACH NC 28428

PODGORSKI, MARK G

1518 S LAKE PARK BLVD UNIT 3A

CAROLINA BEACH NC 28428

LITAKER, ANNA E

1518 S LAKE PARK BLVD UNIT 2A

CAROLINA BEACH NC 28428

LASHLEY OHANLON R HEIRS ET AL

1518 S LAKE PARK BLVD UNIT 5A

CAROLINA BEACH NC 28428

NOBLIN, MARSHA P (TRUSTEE)

1518 S LAKE PARK BLVD UNIT 4A

CAROLINA BEACH NC 28428

FULCHER, DONNA L ET UX

1518 S LAKE PARK BLVD APT 3D

CAROLINA BEACH NC 28428

BLAYLOCK, HAROLD G
1518 S LAKE PARK BLVD UNIT 5B
CAROLINA BEACH NC 28428

GALATI, EDWARD & KRISTIE A
1518 S LAKE PARK BLVD UNIT 3C
CAROLINA BEACH NC 28428

PURCELL, MICHAEL E JR ET AL
1518 S LAKE PARK BLVD UNIT 2C
CAROLINA BEACH NC 28428

PARRISH, TODD S (TRUSTEE)
1518 S LAKE PARK BLVD UNIT 1C
CAROLINA BEACH NC 28428

HERNDON JAMES L TRUSTEE
1518 S LAKE PARK BLVD UNIT 4B
CAROLINA BEACH NC 28428

SWARTZ FAMILY REV TRUST
1518 S LAKE PARK BLVD UNIT 4E
CAROLINA BEACH NC 28428

WEBB, MARILYN E
1518 S LAKE PARK BLVD UNIT 1E

CAROLINA BEACH NC 28428

HINDMAN, HAROLD L ET AL

1518 S LAKE PARK BLVD UNIT 2B

CAROLINA BEACH NC 28428

MOFFA, THOMAS J & CAROLYN M

1518 S LAKE PARK BLVD UNIT 5D

CAROLINA BEACH NC 28428

KOPCHA, KAREN L

1518 S LAKE PARK BLVD APT 4D

CAROLINA BEACH NC 28428

TURNER, MARY K & RONALD J

1518 S LAKE PARK BLVD UNIT 3B

CAROLINA BEACH NC 28428

BYRNE, EDWARD S ET AL

1518 S LAKE PARK BLVD UNIT 5E

CAROLINA BEACH NC 28428

CASA DEL PLAYA UOA INC

1518 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

1517 BOWFIN CONDOMINIUMS UOA
1517 BOWFIN LN
CAROLINA BEACH NC 28428

SWACKHAMMER BRAC, DAWN
1514 S LAKE PARK BLVD
CAROLINA BEACH NC 28428

BOWERS, ROBERT H
1515 BOWFIN LN UNIT 1
CAROLINA BEACH NC 28428

LOZA, DONALD L & LISA M
1513 BOWFIN LN
CAROLINA BEACH NC 28428

1512 SOUTH LAKE PARK BLVD COA
1512 S LAKE PARK BLVD
CAROLINA BEACH NC 28428

SRESE LLC
1510 S LAKE PARK BLVD
CAROLINA BEACH NC 28428

1508 SOUTH LAKE PARK COA INC
1508 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

PIERCE, DEXTER L

1507 BOWFIN LN

CAROLINA BEACH NC 28428

1506 SOUTH LAKE PARK COA

1506 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

LARRIMORE, DEBORAH P & THOMAS E

1505 BOWFIN LN

CAROLINA BEACH NC 28428

SCHIFFRES, CAROLYN (TRUSTEE)

1504 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

GHOSH, MEENA

1505 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

CAROLINA SAGE SEAHORSE LLC

1507 S LAKE PARK BLVD

CAROLINA BEACH NC 28428

SNOWS CUT HOLDINGS LLC
1515 S LAKE PARK BLVD UNIT 17
CAROLINA BEACH NC 28428

MUNROE CAROLINA BEACH LLC
1518 S LAKE PARK BLVD UNIT 4C
CAROLINA BEACH NC 28428

JAMES, ROBERT R & HELEN S
1518 S LAKE PARK BLVD UNIT 5C
CAROLINA BEACH NC 28428

BLACKWOOD, NATHANIEL T & COLLEEN
1518 S LAKE PARK BLVD UNIT 1B
CAROLINA BEACH NC 28428

Exhibit A – Property Owner Attendance Record

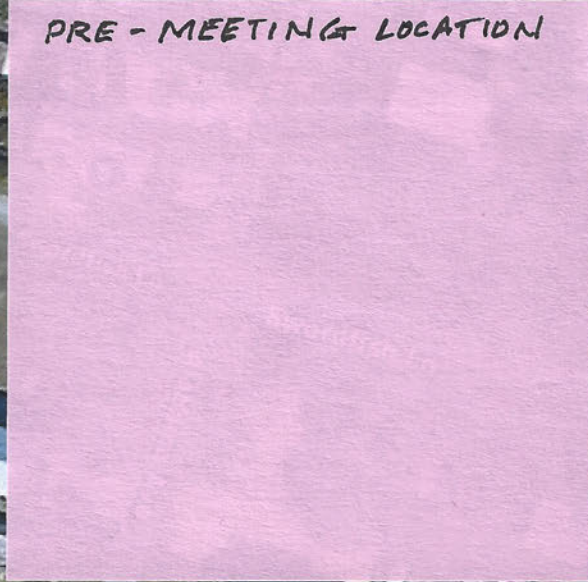
Atlantic Towers – Temporary Pickleball Court
Public Input Meeting (500-Foot Owner Notification)

This sign-in sheet reflects attendance by property owners of record who received notice pursuant to the Town of Carolina Beach Conditional Zoning public notification requirements.

Property Owner Name (Printed)	Property Address	Signature
Harold BLAYLOCK	1518 SLAKE PARK BLVD	Harold Blaylock
NAOMI FIXMAN	1518 LK. PK - BVD	Naomi Fixman
EDWARD BYRNE	1578 LK PARK BLVD	Edward Byrne
Tom + Carolyn Moffitt	1518 Lake Park Blvd	Tom Moffitt
Danelle Noblin	1518 Lake Park Blvd	Danelle Noblin
* Linda Wynne	1615 Bowfin Lane	Linda Wynne
Gary Cole	1518 S. Lake Park	Gary Cole
June Martin	1518 S Lake Park	June Martin
Helen James	1518 S Lake Park Blvd	Helen James
Vicki Burkart	1518 S Lake Park Blvd	Vicki Burkart
Linda E. LASHLEY	1518 S. Lake Park Blvd	Linda E. Lashley
Steve Kupcho	1518 S. LAKE PARK BLVD	Steve Kupcho
Kristie Galati	1518 S Lake Park BLVD	Kristie Galati

Note: Non-owners were permitted to observe the meeting; however, this attendance record documents property owners only.

PRE - MEETING LOCATION



Measure distance

Click on the map to add to your path

Total area: 1,749.83 ft² (162.56 m²)

Total distance: 176.39 ft (53.76 m)



POST-MEETING LOCATION



Bowfin Ln

Texas Ave

Lake Park Blvd's

Lake Park Blvd's



Texas Av

421

421

421

1611

61 ft

1608

1607

1605

1606

205

203

201

1609

Measure distance

Click on the map to add to your path

Total area: 1,645.51 ft² (152.87 m²)

Total distance: 171.61 ft (52.31 m)









Conditional Zoning to consider a pickleball court in the MX district
at 1608 Bowfin Ln

Applicant: Atlantic Towers Assn Inc



1608 Bowfin Lane



Current Use: Parking Lot for Atlantic Towers Condo

Mixed Use District: transitional land uses between intense districts and residential districts, modest scale structures, pedestrian oriented

Atlantic Towers – 1615 S Lake Park Blvd



- Annexed into the Town Limits 5/31/1982
- Built in 1984
- 137 residential units
- MF Zoning District



Ordinance

3.4. Table of uses

USES OF LAND	MX
Tennis courts, private	CZ

3.9 Nonresidential Use Standards

T. Tennis Courts

Provisions shall be made to compensate for impervious surfaces and drainage runoff containment and meeting the requirements of the town. Lighting, if used, shall be shielded so as to not shine on adjoining properties.

**Section 3.4.B.2. states that for uses not listed, the UDO Administrator shall consider which use closely matches the proposed use and apply the relevant regulations.



- KEY LEGEND:**
- 1 EXISTING ASPHALT PAVING, TYP. PARKING LOT
 - 2 TEMPORARY PICKLEBALL COURT 54' X 36' COURT & SAFETY ZONE AREA ; ACRYLIC COATING
 - 3 6' TALL REMOVABLE PICKLEBALL COURT FENCE, TYP. FENCING SURROUNDING COURT
 - 4 REMOVABLE PICKLEBALL COURT NET
 - 5 PICKLEBALL COURT STRIPING
 - 6 EXISTING PARKING SPACES 12 PARKING SPACES TO REVERT BACK TO PARKING SPACES WHEN PICKLEBALL COURT NOT IN USE
 - 7 PROPERTY LINE



	Required	Proposed
Parking	12 – 2BR units 125 – 1BR units	136 in lot 21 at condos
	149 spaces	157 spaces
Lighting	Shielded so as not to shine on adjacent properties	No lighting proposed – daytime use of court only

Perimeter Patrol® Portable Security Fence Panel Kit 28 Panels 6'x7.5' (210' ft) Black



Criteria

- When evaluating the Commission shall consider the following:
 - The application’s consistency to the general policies and objectives of the Town’s CAMA Land Use Plan, any other officially adopted plan that is applicable, and the Zoning Ordinance.
 - The potential impacts and/or benefits on the surrounding area, adjoining properties.
 - The report of results from the public input meeting.

- Public Meeting
 - Jan 29, 2026
 - Revised the location of the court



Conditions

Staff Proposed Conditions

1. The court will be closed beginning the Friday before Memorial Day thru Labor Day. From 9a-6p.
2. Use of the court will be for Atlantic Towers owners and their guests only.
3. Gate will be locked at all times when the courts are not in use
4. The court will be approved for a 1-year trial period
5. Install wind screen or sound blocking material and 6' fence anchored to parking lot
6. No amplified music

Council may include additional standards such as landscaping, design guidelines, buffers, infrastructure improvements (i.e. water), pedestrian, street and right-of-way improvements.

Land Use Plan

- The project is in general conformity with the 2020 Land Use Plan for the Low Intensity Commercial Area.
- Staff recommends approval..
- P&Z recommended approval 4-2 with conditions.



Low Intensity Commercial

Smaller-scale, lower intensity commercial uses that complement the neighborhood or a distinct node of activity. Structures (3 stories max.) have active ground floor uses. Streets serve pedestrians and automobiles; includes on-street parking wherever possible.



MOTION:

Approval - whereas in accordance with the provisions of the NCGS, the Council does hereby find and determine that the adoption of the Conditional Zoning District to allow for a pickleball court located at PID R09018-013-005-000 is consistent with the goals and objectives of the adopted Land Use Plan and other long-range plans and the potential impacts on the surrounding area, are mitigated by the approved conditions.

Denial - based on inconsistencies with the goals and objectives of the adopted Land Use Plan and/or other long-range planning documents and the potential impacts on the surrounding areas.

Ordinance 26-1287

Town of Carolina Beach
Town Council



AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE TOWN TO REZONE PROPERTY CONTAINING 1.1478 ACRES OF LAND LOCATED AT 1608 BOWFIN LANE IN THE MIXED USE DISTRICT (MX) TO CONDITIONAL ZONING (CZ) FOR A PRIVATE TENNIS COURT

LEGISLATIVE INTENT/PURPOSE:

WHEREAS, NCGS §§ 160D-102, 160D-108(d), 160D-603, and 160D-702 authorizes local governments to change or modify zoning boundaries within their jurisdiction; and

WHEREAS, the amendment set out below is made in accordance with NCGS § 160D-601 and Part III of the Carolina Beach Land Development Code.

THEREFORE, BE IT ORDAINED:

SECTION 1: The Official Zoning Maps of the Town of Carolina Beach are hereby amended by removing the hereinafter described tract of land from the present CBD, Central Business District and putting it in the Conditional Zoning (CZ) classification, said tract being more particularly described as follows:

Legal Description for Conditional Rezoning of 1608 Bowfin Lane

1608 BOWFIN LANE
ATLANTIC TOWERS COMMON AREA (200 X 250)
PID: R09018-013-005-000

As more specifically described on Deed Recorded in Book 1268, Page 2041 of the New Hanover County Register of Deeds.

SECTION 2: The following rules, regulations, and conditions shall apply to the property described in this ordinance

1. The use and development of the subject property shall comply with all regulations and requirements imposed by the Land Development Code, the Town of Carolina Beach Technical Standards and Specifications Manual and any other applicable federal, state or local law, ordinance or regulation, as well as any condition stated below.
2. The use and development of the subject properties shall be in substantial accordance with the site plan submitted and approved which was prepared by Paramounte Engineering dated 5/5/26.
3. The proposed use shall be limited to one 36 x 54 temporary pickleball court.

Town of Carolina Beach
Ordinance No. 26-1287

Ordinance 26-1287

Town of Carolina Beach
Town Council

4. The pickleball court shall be approved for a 1-year trial period. The court shall be subject to another conditional zoning review on 5/12/27.
5. The court shall be closed beginning the Friday before Memorial Day through Labor Day.
6. The court shall operate from 9:00 – 6:00 p. The gate shall be locked at all times when the court is not in use.
7. The use of the court shall be for Atlantic Towers owners and their guests only.
8. No additional lighting for the court is approved.
9. Final project must be designed to provide the required 149 parking spaces and must comply with Article 3 of the Carolina Beach Unified Development Ordinance.
10. The applicant shall install a temporary 6' fence with a wind screen or sound blocking material. The fence shall be anchored to the parking lot.
11. No amplified music is permitted.
12. An as built and certification shall be provided that all improvements, including but not limited to zoning, paving, drainage, stormwater, and landscaping, shall be constructed and maintained according to the site plan approved by the Director of Planning or his designee prior to Certificate of Occupancy.
13. If, for any reason, any condition for approval is found to be illegal or invalid or if the applicant should fail to accept any condition following approval, the approval of the site plan for the district shall be null and void and of no effect and proceedings shall be instituted to rezone the property to its previous zoning classification.

Approval of this site-specific vesting plan establishes a vested right under G.S. 160D-108. Unless terminated at an earlier date, the vested right shall be valid until the date two years after the date executed by the town.

SECTION 3: The Town Clerk and the Community Development Director are hereby authorized and directed under the supervision of the Town Manager to change the Zoning Maps on file in the office of the Town Clerk and the Community Development Department, to conform with this ordinance.

SECTION 4: That any person violating the provisions of this ordinance, including the approved site plan, shall be subject to the penalties set forth in the Unified Development Ordinance.

SECTION 5: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 6: If any section, subsection, paragraph, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

SECTION 7: That this ordinance shall be effective upon its adoption by Town Council, and the Town's receipt of written acceptance by the Applicant of all conditions adopted by the Town.

Ordinance 26-1287

Town of Carolina Beach
Town Council

Be it ordained by the Town Council of the Town of Carolina Beach. Adopted this 12th day of May 2026.

Applicant Signature: _____ Date: _____

Applicant Printed Name: _____ Date: _____

Property Owner Signature: _____ Date: _____

Property Owner Printed Name: _____ Date: _____

TOWN OF CAROLINA BEACH

Albert L. Barbee, Mayor

ATTEST:

Kimberlee Ward, Town Clerk



AGENDA ITEM COVERSHEET

PREPARED BY: Ed H. Parvin, Deputy Manager

DEPARTMENT: Executive

MEETING: Town Council – 12 May 2026

SUBJECT: Discussion on Sidewalk from Carolina Beach Lake to Spartanburg

BACKGROUND:

In May of 2023 the Town Manager was in discussions with North Carolina Department of Transportation (DOT) about how we could get sidewalks added from Carolina Sands to the Lake. Later that summer funding from DOT was earmarked for this project. Several on-site meetings occurred with Town staff and DOT. In November 2023 a plan was given to the town. The plan showed the sidewalk meandering from DOT right of way to private property. There were multiple conflicts with power poles, mailboxes, utilities, trash bins, signage, etc. Costs of purchasing the additional needed right-of-way was also a significant concern.

Staff worked with DOT on an alternative that would bump out curb and gutter and avoid all the conflicts. DOT met with staff on-site again and determined there was adequate drive aisle width to accomplish this task. However, when the estimate came back to the Town it was going to cost \$1,691,153.08.

Staff talked to Town Council about this issue and directions were given to see if we could get any aspect of the project completed (i.e. one or two blocks). Staff went back to DOT and they agreed to look at the costs again on a block-by-block basis.

Costs submitted back to the Town over the last few years continue to fluctuate and in April 2026 Town Council reviewed numbers of close to \$800K to reach Sumter and just under \$1 million to take the sidewalk to Spartanburg.

Throughout April and early May staff have worked with MPO and DOT to identify the most strategic way to get this project completed that will efficiently get the sidewalk put in place and limit impacts on taxpayer contributions.

Cost Breakdown as of May 4, 2026

DOT Contribution:	\$183,118.84
Town Contribution:	\$666,880.16
Expenditures:	\$63,776.66
REMAINING	\$787,222.34
Carolina Beach Lake to Sumter	\$762,295
Sumter to Spartanburg Avenue	\$210,000
TOTAL PROJECT COST	\$972,295
Additional need for Spartanburg	\$972,295-\$787,222.34=\$185,072.66

ACTION REQUESTED:

The project is proposed to Town Council to complete sidewalk from CB Lake to Sumter or CB Lake to Spartanburg. Grant money (will still require Town match) is recommended for completing the sidewalk further south. Staff plans to bring back more information on strategies for going south at the May workshop.

RECOMMENDED MOTION:

Motion to approve entering into a contract with DOT to build a sidewalk that runs on the west side of Lake Park Blvd from where the sidewalk terminates at the southern end of **CB Lake to the intersection of Sumter and Lake Park Blvd**. Funding the project shall include the \$666,880.16 given to DOT from the Town and the \$183,118.84 contribution from DOT. As the current cost estimate is \$762,295 and there is \$787,222.34 allocated to the project, I further motion that any remaining funds be returned to the Town after the project is complete.

Motion to approve entering into a contract with DOT to build a sidewalk that runs on the west side of Lake Park Blvd from where the sidewalk terminates at the southern end of **CB Lake to the intersection of Spartanburg and Lake Park Blvd**. Funding the project shall include the \$666,880.16 given to DOT from the Town and the \$183,118.84 contribution from DOT. I further motion that an additional \$185,072.66 be allocated from the Town's fund balance to accommodate the total requested funds from DOT.



AGENDA ITEM COVERSHEET

PREPARED BY: Jay Healy

DEPARTMENT: Council

MEETING: Town Council 5/12/2026

SUBJECT: Recognize June 14-20, 2026 as Pleasure Island Pride Week

BACKGROUND:

Proclaiming June 14-20, 2026 as Pleasure Island Pride Week.

ACTION REQUESTED:

Approve Consent Agenda which includes a Proclamation for Pride Week.

RECOMMENDED MOTION:

Support Proclamation 26-2353 naming June 14-20, 2026 as Pleasure Island Pride Week.

Proclamation



Town of Carolina Beach
Town Council

PROCLAMATION NO. 26-2353

Proclaiming June 14-20, 2026 as Pleasure Island Pride Week in The Town of Carolina Beach

WHEREAS, our nation was founded on the principle of equal rights for all people, but the fulfillment of this promise has been long in coming for many Americans. As such, some of the most inspiring moments in our history have arisen from those seeking the promise of justice and equality, creating movements that bring communities from the margins to the mainstream of American society; and,

WHEREAS, the Stonewall Riots that occurred in New York City in June of 1969 were one such inspiring moment that gave rise to the observation of LGBTQ Pride month; and,

WHEREAS, June is celebrated nationwide as LGBTQ Pride month to provide visibility to the LGBTQ community, offer hope to those still in fear of being their authentic selves, and send a resounding call to all to use their voices to eliminate injustice everywhere; and,

WHEREAS, despite progress, the LGBTQ community remains a marginalized group that continues to experience violent attacks, especially in the transgender community; and,

WHEREAS, the LGBTQ community in Carolina Beach is an integral part of our resilient and vibrant town and has contributed to Carolina Beach's economic, artistic, cultural, and political development; and,

WHEREAS, everyone should be able to live without fear of prejudice, discrimination, violence, and hatred based on race, religion, gender identity, sexual orientation, or any other characteristic of identity.

NOW THEREFORE BE IT RESOLVED that the Mayor of Carolina Beach, North Carolina does hereby proclaim June 14-20, 2026 as Pleasure Island Pride Week in the Town of Carolina Beach and encourages all residents to respect and honor our diverse community and celebrate and build a culture of inclusion and acceptance.

Adopted this 12th day of May, 2026.

TOWN OF CAROLINA BEACH

Albert L. Barbee, Mayor