

# **LAKE LURE TOWN COUNCIL MEETING PACKET**

Wednesday, March 25, 2026  
8:30 a.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  
TOWN COUNCIL WORK SESSION AND ACTION MEETING**

Wednesday, March 25, 2026 at 8:30 a.m.

Town Hall at The Landings



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**Agenda**

- I. Call to Order**
- II. Agenda Adoption**
- III. Peacock Architects Presentation on Marina Building (Page 5)**
- IV. Labella Task 30 for Charlotte Drive Waterline (Page 7)**
- V. Review Proposed Amendments to Sewer Capacity Allocation Policy (Page 13)**
- VI. Review Proposed Amendments to the Lake Lure Advisory and Statutory Board Handbook (Page 19)**
- VII. Consider Appointment of Two Vacancies on the Parks and Recreation Board (Page 26)**
- VIII. Property owner request for remission or reduction of civil fines issued with a Notice of Violation regarding erosion and sedimentation control violations (Page 34)**
- IX. Request to condemn and demolish the boathouse at 114 Heming Way Parcel 1633886 (Page 42)**
- X. Quail Cove Condemnation Request (Page 49)**
- XI. Waterline Proposal (Page 52)**
- XII. Hager Strategic Solutions Updates**
- XIII. Town Manager/Project Updates**
- XIV. Public Comment**
- XV. Adjournment**

**III.**  
**Peacock Architects**  
**Presentation on Marina**  
**Building**

**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION  
Meeting Date: March 25, 2026**

**SUBJECT:** Peacock Architects Presentation on Marina Building

**AGENDA INFORMATION:**

**Item Number:** III  
**Department:** Administration  
**Contact:** Olivia Stewman, Town Manager  
**Presenter:** Peacock Architects

**BRIEF SUMMARY:**

Peacock Architects will present Town Council with design concepts for the replacement marina building, which was substantially damaged by Hurricane Helene. The proposed replacement will include retail space, restrooms, storage areas, and a pavilion. Two design options will be presented for Council's consideration: a Mediterranean-style design and a modern design.

**ATTACHMENTS:**

Design Concepts will be presented at the time of the meeting.

**IV.  
Labella Task 30 for  
Charlotte Drive  
Waterline**

**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION  
Meeting Date: March 25, 2026**

**SUBJECT:** LaBella Task 30 for Charlotte Drive Waterline

**AGENDA INFORMATION:**

**Item Number:** IV  
**Department:** Administration  
**Contact:** Dean Lindsey, Project Manager  
**Presenter:** Olivia Stewman, Town Manager

**BRIEF SUMMARY:**

This task authorizes LaBella Associates to provide engineering, design, permitting, bidding, and construction administration services for a new waterline serving Charlotte Drive, Yacht Island Road, and nearby areas. The project is needed because lowered lake levels following Hurricane Helene have caused existing private wells to fail, and the new waterline will provide a reliable, long-term public water supply regardless of lake levels.

The project includes approximately 12,250 linear feet of waterline, along with all necessary components (such as valves, hydrants, and service connections), and is expected to take about 18 months from notice to proceed through construction and closeout.

The Town has received a Letter of Intent to Fund (LOIF) through the Helene State Revolving Fund (SRF) program, with a total award of \$6,636,349, including \$6,111,262 in principal forgiveness and \$525,087 in loans at a 0% interest rate over a 20-year term. The Town previously approved a resolution accepting this funding offer.

The total proposed engineering and construction-related services authorization is \$761,500.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:**

To approve LaBella Task 30.

**ATTACHMENTS:**

Proposed LaBella Task 30.

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff recommends approval.

March 10, 2026

Olivia Stewman, Town Manager  
Town of Lake Lure  
2948 Memorial Highway  
Lake Lure, NC 28746

**SUBJECT: Lake Lure On-Call Professional Services  
Task 30 Charlotte Drive Waterline**

Dear Olivia:

LaBella Associates appreciates the Town's confidence in us, and our continued working relationship with you. We have previously provided an engineering services agreement (Contract), and this work would be performed under that Contract. This proposal letter provides a scope of work and fee to provide the Task 30 deliverables as described below.

### **OVERVIEW**

Lake Lure was lowered 30 feet from its normal water level in an effort to aid in the debris clean-up efforts by agents of FEMA and USACE following Hurricane Helene. Currently, water service for the residents living along Charlotte Drive and Yacht Island Road, a peninsula surrounded by Lake Lure, is provided by wells. With Lake Lure down 30 feet from its normal water level, many of the wells along Charlotte Drive and Yacht Island Road have gone dry. This proposed waterline will replace the existing wells and ensure that, regardless of the water level of Lake Lure, these residents will maintain water service. The Department of Water Infrastructure (DWI) has issued to the Town a Letter of Intent to Fund (LOIF) which includes funding totaling \$6,636,349, the majority of which is Principal Forgiveness and the remainder under at 20-year 0% Loan.

### **SCOPE**

LaBella is proposing to complete the preliminary and final design, permitting, bidding assistance, and grant administration assistance for approximately 12,250 Lf of 2-inch through 8-inch diameter waterlines and all associated appurtenances. The waterlines will provide water service to residents along Charlotte Drive and Yacht Island Road.

Specifically, LaBella proposes the following approach to the Project. Throughout the design process, LaBella will meet with Town staff on a formal in-person basis and informally/remotely as necessary and requested to review conclusions being reached and obtain Town input.

- A. **Engineering Report and Environmental Information Document (ER/EID)** – The LOIF indicates that an Engineering Report and/or Environmental Information Document will be required. Therefore, the:
  1. **Engineering Report** will be written per DWI guidelines and submitted in accordance with the milestone dates listed within the LOIF.
  2. **Environmental Information Document** will be developed and included as part of the Engineering Report per DWI guidelines and submitted in accordance with the milestone dates listed within the LOIF.
  
- B. **Data Collection and Field Survey** will consist of a complete conventional topographic/design survey of a ±30-foot wide corridor along approximately 10,000 linear feet of Memorial Highway, Charlotte Drive and Yacht Island Drive for purposes of water line design, and 1,300 linear feet along Storm Ridge Road in order to provide residents along this road with water service as well as allow for looping of the waterline in the area. All surveying will be completed in accordance with the standards set forth by the State of North Carolina and shall be tied to North Carolina State Plane Coordinate System NAD 83(2011) horizontal datum. The contour interval will be 1-foot with elevations based upon NAVD88 vertical datum. All site features will be surveyed and mapped. It is anticipated the waterline will be installed within existing road rights-of-way and/or along parcels the Town currently owns, so no easements are planned. Additional scope details include:
  - a. Locate centerline, crown-point, edge of pavement, top/toe of bank, ditch line, etc. Provide ground shots at changes in slope.



- b. Include enough ground shots to develop an adequate digital terrain. Additional shots, every 5' to 10', may be needed around driveway entrances, retaining walls, drainage structures, etc.
  - c. Locate existing utilities, easements, existing features, etc. as described below.
  - d. Provide locations and sizes of all visible utilities (water, sewer, storm drainage, gas, electric, telephone, cable, fiber optic, etc.) within the limits shown including poles, lines, boxes, structures, vaults, valves, etc. LaBella will also coordinate for Subsurface Utility Exploration (SUE) to locate and paint buried utilities that within the corridor that may be impacted by construction, and painted locations will be mapped by field survey.
  - e. Locate sanitary sewer pipes and sewer structures including sizes, materials, invert elevations, and rim elevations. Trace sewer lines to next structure beyond project limits if necessary.
  - f. Locate storm drainpipes and drainage structures including sizes, shapes, material, invert elevations, and rim/grate elevations; height/material of endwalls, include flow direction. Trace storm drainage lines to the next structure beyond project limits if necessary.
  - g. Locations of other physical features that may be affected by construction of improvements including driveways (type), fences (height and type), walls, signs mailboxes, planters, columns, sheds, outbuildings, rock, etc.
  - h. Locations of all trees greater than or equal to 12" diameter (labeled with size and variety), ornamental trees/shrubs of any size, any landscaped areas, and/or any forested areas/tree lines within the projected work area.
  - i. Locations of property irons to the extent necessary for purposes of overlaying and verifying legal descriptions and plats.
  - j. Description, book, and page number of the official registry of all properties affected by the Project, including current property owner name(s), tax parcel identification number, street address, deed book and page number, existing property acquisitions, rights-of-way, and all existing recorded easements associated with the Project from the Register of Deeds.
- C. **Preliminary Design** will focus on selecting the waterline alignment based on available records (e.g., parcel information), field-collected information (e.g., survey, utility interferences, constructability concerns, etc.) and regulatory input (e.g., limitations on right-of-way encroachment, mitigative efforts to minimize environmental impacts, etc.) and develop preliminary alignment drawings.
1. This step will culminate in (2D) preliminary drawings submitted to and reviewed with the Town. LaBella will address any Town comments and the preliminary drawings will become the basis of subsequent Work.
- D. **Final Design** will focus on development of permit-ready and bid-ready construction drawings and specifications. Prior to submittal to regulatory agencies, LaBella will submit the final design package to Town staff for review and final comment. Final design documents will include:
1. Final waterline drawings, with plan and profile views, and detail sheets including utility and erosion and sediment control details.
  2. Technical Specifications, sufficient for a hard-bid procurement.
  3. Division 1 (procedural) specifications will also be included. If funding agency contractual requirements are identified before completion of final design, Division 0 (contractual) specifications will be prepared as well.
  4. Engineer's construction estimate.
- E. **Permitting and Agency Coordination**
1. **NCDEQ** will be engaged throughout the design process to the extent that the agency is able to give attention to it. SRF Helene funds will be involved in the completion of the Project, so LaBella will update **DWI** in regular intervals and meet all DWI project milestones. LaBella will coordinate with **DWR 401 & Buffer Permitting Branch** should it be determined the waterline to Yacht Island will need to cross under the Lake. LaBella will coordinate with **DEMLR** should unusual issues related to erosion and sediment control (E&SC) arise and will coordinate with **PWS** should unusual issues related to the waterline design arise.
    - a. LaBella will submit final bid-ready documents to these agencies for review and approval – DWI for Authorization to Bid; DEMLR for E&SC approval; PWS for Authorization to Construct (ATC); and DWR for 401 Water Quality Certification and Buffer approval, if necessary.
  2. **NC DOT** will be contacted in the event the waterline alignment encroaches on NC HWY 9.



3. **Fees** for permit applications and/or impacts will be paid directly by the Town. Upon Town request, LaBella may make payments and bill the Town (without markup, as Additional Services) for such fees if needed to expedite the process.
  4. **Bid Documents** will address all comments and will contain copies of permits as may be required for the ultimate Contractor's use and/or information.
- F. **Bidding and Award** will consist of all aspects of bidding and award including project advertisement, pre-bid conference, preparation, and issuance of addenda, and attend and conduct the bid opening.
1. This step will culminate with the development of the certified bid tabulation sheet and recommendation of award letter.
  2. The Project Bid Information Submittal to DWI for agency approval will be prepared and submitted.
- G. **Construction Administration** will consist of all aspects associated with administration during construction including, but not limited to, general administration of the construction and funding contracts, review of shop drawings and schedules, issuance of RFIs, change orders, and/or work change directives, attendance at monthly construction progress meetings, and review of applications for payment and completion documents.
- H. **Construction Observation** will consist of all aspects associated with construction observation by the Resident Project Representative (RPR) including, but not limited to, review of shop drawings, schedules, RFIs, change orders, work change directives, and applications for payment. The RPR will conduct on-site inspections, maintain daily construction reports, coordinate and attend utility testing and review the outcomes, and attend construction progress meetings.
- I. **Closeout and Record Drawings** will focus on completing all required closeout documents and certifications including closeout documents associated with the DWI funding. A set of reproducible record prints of Record Drawings showing any changes made during the construction process based on the marked-up prints, shop drawings, drawings, and other data furnished by the Contractor will be completed. The record prints shall incorporate all observations of changes made during construction.
1. This step will culminate with the development of Record Drawings and the closeout of the project, which will also be added to the Town's GIS.

## **SCHEDULE**

Overall, the Project is anticipated to take approximately 18 months, from the Notice to Proceed through the completion of construction and closeout and record drawings. However, this schedule depends substantially on permitting agencies and contractor availability. An approximate schedule is given below.

<b>Milestone</b>	<b>Duration</b>	<b>Estimated Date</b>
Notice to Proceed		March 25, 2026
Data Collection and Field Survey	6 weeks after NTP	May 6
ER/EID	8 weeks after NTP	May 20
Preliminary Design	12 weeks after Data Collection	July 29
Final Design	6 weeks after Preliminary Design	September 9
Permitting	12 weeks after Final Design	December 2
Bidding and Award	4 weeks after last Permit Approval	December 30
Construction Administration	36 weeks after Bidding and Award	September 8, 2027
Construction Observation	36 weeks after Bidding and Award	September 8
Closeout and Record Drawings	2 weeks after CA/CO	September 22



V.  
Review Proposed  
Amendments to Sewer  
Capacity Allocation  
Policy

**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION  
Meeting Date: March 25, 2026**

**SUBJECT:** Review Proposed Amendments to Sewer Capacity Allocation Policy

**AGENDA INFORMATION:**

**Item Number:** V  
**Department:** Administration  
**Contact:** Olivia Stewman, Town Manager  
**Presenter:** Olivia Stewman, Town Manager

**BRIEF SUMMARY:**

The Sewer Capacity Allocation Policy was originally adopted to guide the Town in managing limited sewer capacity under the NCDEQ-imposed moratorium. Its primary focus was on temporary measures, including allocating the limited flow, prioritizing in-town connections, and addressing immediate operational needs. Since its adoption, Town staff have recognized the benefit of incorporating guidance from Chapter 32 of the Town Code, which provides the Town's existing authority and standards for utilities, including permitting, annexation, and out-of-town connections.

The proposed amendments integrate Chapter 32 provisions into the policy, particularly regarding out-of-town connections and annexation requirements, while preserving the original intent to manage limited capacity during the moratorium. The amendments clarify that all out-of-town service is contingent upon submission of an irrevocable petition for voluntary annexation, and they distinguish between in-town connections, which are approved administratively, and out-of-town connections, which are reviewed by Council. Temporary moratorium-specific rules are clearly identified, and the policy now includes guidance for transitioning back to standard procedures once the moratorium ends. Sewer capacity fees for out-of-town connections remain mandatory and tied to projected flow.

These changes ensure that the policy continues to manage limited sewer capacity effectively while aligning with permanent Town ordinances, providing clearer guidance for staff and Council, and strengthening compliance with Town standards.

**ATTACHMENTS:**

Sewer Capacity Allocation Policy with Proposed Changes

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff recommends review and discussion with action taken at the April regular meeting if acceptable.



## **Town of Lake Lure Sewer Capacity Allocation Policy**

### **I. Purpose**

This policy governs the allocation of wastewater treatment capacity for the Town of Lake Lure, with the goal of ensuring that the Town's limited capacity is used efficiently and equitably, with priority given to residents and developments within municipal limits. This policy is adopted pursuant to Sec. 32-91 of the Town Code and is intended to implement the Town's sewer capacity allocation authority during the current moratorium.

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### **II. Background and Regulatory Context**

On March 15, 2022, the NC Division of Water Resources (DWR) placed the Town of Lake Lure under a sewer moratorium, prohibiting the addition of new waste to the Lake Lure Wastewater Treatment Plant (WWTP), under the authority of NCGS 143-215.67. The moratorium remains in effect until the Town is able to demonstrate that its system can adequately treat additional flow.

On April 1, 2025, the Town requested approval for a new flow allocation totaling 84,000 gallons per day (GPD). On May 23, 2025, the Division approved this allocation, with the following conditions:

- Flow will be allocated through sewer extension permits issued by the Division.
- Once all 84,000 GPD has been allocated, any additional requests during the moratorium will be reviewed on a case-by-case basis.

This policy ensures the responsible allocation of that limited capacity and complies with both 15A NCAC 02T .0114 and the restrictions in place under the moratorium.

~~This policy shall remain in effect until such time as the statutory moratorium is lifted. This policy shall remain in effect during the moratorium, after which all allocations and approvals will revert to standard procedures established in Chapter 32 of the Town Code. In the event of a conflict, Chapter 32 shall control.~~

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### **III. Capacity Allocation Policy**

General Allocation Standard (applies to all connections): All allocations, whether in-town or out-of-town, apply exclusively to properties currently under development or permitted and shall not be reserved for future or speculative development.

#### **A. In-Town Connections**

- All requests for sewer service within the Town limits shall be processed ~~on a first-come, first-served basis~~ generally on a first-come, first-served basis, subject to system capacity, evaluation criteria, and limitations established in Chapter 32, contingent upon available system capacity. This provision applies exclusively to structures that are currently under development or in the permitting process, and shall not be used to reserve capacity for future or speculative development.
- These requests may be administratively approved by staff under the authority of the Town Manager or their designee, provided sufficient capacity remains.
- All allocations are contingent upon submission and approval of a sewer application and issuance of a service permit in accordance with Sec. 32-73 of the Town Code.

#### **B. Out-of-Town Connections**

- All new requests for sewer connections outside the Town limits shall require a case-by-case review by Town Council, following staff evaluation and recommendation by the Town Manager. ~~This provision applies exclusively to structures that are currently under development or in the permitting process, and shall not be used to reserve capacity for future or speculative development.~~
- All approvals of sewer capacity allocations for properties outside of the Town limits shall be conditioned upon compliance with the annexation requirements set forth in Chapter 32 of the Town Code, including submission of an irrevocable petition for voluntary annexation. Such requirements shall be incorporated into the sewer service permit.
- Council may consider the following elements when evaluating a requested out-of-town connection
  - Capacity Thresholds
  - Public Benefit
  - Environmental Impact
  - Consistency with Town Plans
  - Financial Feasibility / Cost Recovery
  - Compliance with Sec. 32-72 and other applicable provisions of Chapter 32
- The Town may limit, condition, phase, or deny allocations in accordance with Sec. 32-84 to ensure the most beneficial use of system capacity.
- The Town reserves the right to limit, defer, or deny such requests to preserve capacity for in-town residents.
- All out-of-town connections must comply with Sec. 32-72 of the Town Code, including approval by the ORC and satisfaction of all technical and legal requirements.

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#### **IV. Sewer Capacity Fee (Out-of-Town Only)**

- A sewer capacity fee shall be applied to out-of-town customers requesting connection to the Town's sewer system. The fee shall be calculated based on

projected average daily flow (GPD), using NC DEQ design standards or certified engineering calculations.

- Current Rate: \$3.25 per GPD allocated  
(*This rate is subject to periodic review and adjustment by Town Council through the annual fee schedule.*)
  - The fee must be paid in full prior to issuance of any allocation or approval.
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## **V. Out-of-Town Commercial & Institutional Developments**

To discourage high-volume out-of-town usage:

- Commercial and institutional developments outside Town limits may be required to:
    - Enter into annexation agreements or submit for voluntary annexation. Any development seeking annexation shall be constructed in compliance with all applicable Town codes, ordinances, and standards.
    - Sign utility service agreements.
    - Phase their development and connection schedule.
    - Offset flows or provide flow-reduction mechanisms.
  - All out-of-town developments shall remain subject to the annexation requirements set forth in Chapter 32, including submission of an irrevocable petition for voluntary annexation as a condition of service where applicable.
- 

## **VI. Monitoring and Review**

- An annual review will be conducted by staff to monitor:
    - Remaining available capacity.
    - Approved and pending allocations.
    - Any adjustments needed to this policy.
- 

## **VII. Post-Moratorium Transition**

Upon lifting of the sewer moratorium:

- Allocations under this policy shall be reconciled with Chapter 32 requirements.
  - All future connections and service approvals shall revert to standard procedures under Chapter 32.
  - The temporary measures of this policy shall remain in effect only as long as the moratorium continues.
- 

## **VIII. Legal Authority**

This policy is issued under the authority of:

- NCGS 143-215.67 and related wastewater treatment laws,
- 15A NCAC 02T .0114, and
- ~~The Town's delegated authority to manage public utility systems within and outside its corporate limits.~~
- Chapter 32 of the Town Code, including Secs. 32-66 through 32-91, governing sewer system management, permitting, and capacity allocation

Terms used in this policy shall have the same meaning as defined in Chapter 32 unless otherwise specified.

Allocation of capacity under this policy does not guarantee final approval of connection, which remains subject to compliance with all applicable ordinances, permitting requirements, and system limitations.

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**READ, APPROVED, AND ADOPTED** this 9<sup>th</sup> day of September, 2025.

**VI.**  
**Review Proposed Amendments to  
the Lake Lure Advisory and  
Statutory Board Handbook**

**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION  
Meeting Date: March 25, 2026**

**SUBJECT:** Review Proposed Amendments to the Lake Lure Advisory and Statutory Board Handbook

**AGENDA INFORMATION:**

**Item Number:** VI  
**Department:** Administration  
**Contact:** Kimberly Martin, Town Clerk  
**Presenter:** Olivia Stewman, Town Manager

**BRIEF SUMMARY:**

The proposed updates to the Advisory and Statutory Board Handbook are intended to clarify the application process, improve overall usability, and better align expectations between board members and Town staff. Revisions include allowing applications to be considered after the stated deadline if there are insufficient applicants to fill vacancies, requiring returning board members to submit a new application at the end of their three-year term, and clarifying that applications remain active for two years. The application section has also been updated to reflect current submission options, including online access and delivery to Town Administrative Offices, with direction to consult the Town website for location details. Additional updates clarify the role of Town staff in supporting boards, including providing requested information and helping members understand realistic expectations as they relate to the Town's budget, ordinances, and operational constraints.

**ATTACHMENTS:**

Advisory and Statutory Board Handbook with Proposed Changes

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff recommends review and discussion with action taken at the April regular meeting if acceptable.

## Lake Lure Advisory and Statutory Board Handbook

Thank you for your interest in public service and your dedication to your community. This handbook may assist you in understanding the purpose of statutory and advisory boards and provide you guidance to take full advantage of the opportunity that your service offers. The Town leadership appreciates your contributions of experience and judgment and is ready to help you advise the decision-making process. You represent the citizens of Lake Lure and it is important to be the voice of the community in your deliberations. Your experience is essential and your personal views are important, but researching and presenting general consensus is a vital part of helping Town Council formulate policy for the greater good of all residents.

The Lake Lure Town Council has chartered several statutory and advisory boards in accordance with North Carolina General Statutes G.S. 160A-146. North Carolina law stipulates that “The council may create, change, abolish, and consolidate offices, positions, departments, boards, commissions, and agencies of the city government and generally organize and reorganize the city government in order to promote orderly and efficient administration of city affairs ... and may not abolish any board required by law.” Statutory Boards required by law include the ABC Board, Zoning and Planning Board, and Board of Appeals/Lake Structure Appeals Boards. All other boards are considered “Advisory Boards” chartered by the Town Council to address Lake Lure specific issues and serve at the discretion of Town Council.

### Applying to Serve on a Volunteer Board:

- Applications can be accessed and submitted online at <https://www.cognitofirms.com/TownOfLakeLure/VolunteerBoardApplication>.
- Applications may also be submitted to the attention of the Town Clerk via email at [estewman@townoflakelure.com](mailto:estewman@townoflakelure.com) [kmartin@townoflakelure.com](mailto:kmartin@townoflakelure.com) or , delivered to the Lake Lure Municipal Center Town Administrative Offices (please check the Town website for the current address), or mailed to The Lake Lure Municipal Center is located at 2948 Memorial Highway, Lake Lure, NC 28746 and the mailing address is P.O. Box 255, Lake Lure, NC 28746.
- The application deadline for March appointments is January 1<sup>st</sup>.
- Applications submitted after the January 1st deadline may still be considered if there are insufficient applications to fill vacancies.
- ~~Applications will be considered active for two years. Following two years, applications will become inactive and an updated application submittal will be required for past applicants who are still interested in serving on a board.~~ Applications will remain active for two years. Board member terms last for three years. Returning members who wish to continue serving must

submit a new application at the end of their three-year term to be considered for reappointment.

## **Roles and Responsibilities:**

### **Town Council or Marine Commission:**

- Charter and Appoint Members to Statutory and Advisory Boards. Town Council has the broad authority to determine how vacancies are filled (with some exceptions set by law). Appointment and removal decisions of board members must occur during open meetings.
- Adopt Rules of Procedure as stipulated in your specific board charter. However, the default position is that boards exercise procedural rules consistent with state law and general parliamentary principles such as Robert's Rules of Order. Boards are "public bodies" and must conform to laws on public notice, public access and minutes under the state open meetings law.
- Delegate Authorities as Appropriate. The most prominent *delegated authorities* for Lake Lure Statutory Boards include:
  1. The authority for the ABC Board to buy, sell, and transport, possess, and administer alcoholic beverages.
  2. The authority for the Board of Adjustment to conduct quasi-judicial proceedings to enforce zoning regulations and decide appeals to zoning and regulation determinations made by Town staff, and issue Special Use Permits.
  3. The authority of the Zoning and Planning Board to conduct public hearings on proposed changes to the Lake Lure Zoning Ordinances.
- **Note:** Advisory Boards are strictly advisory and do not normally exercise decision-making or possess approval authority unless specifically directed by Town Council or the Marine Commission.
- Task and Direct Boards to make recommendations on issues of concern.
- Review and Approve/Deny Board recommendations for changes or additions to Town ordinances, regulations, appropriations, policy and plans.
- Conduct Periodic Reviews of Board Charters and By-Laws to ensure compliance with State Statutes and maintain relevance to current Lake Lure issues.
- Designate a Town Council liaison to each board.

### **Town Council Liaison:**

- Appointed by Town Council to serve as the primary communication conduit between the board and Town leadership.

- Provides the Chairman of the board the tasks directed by the Town Council or Marine Commission and works with the Chairman to develop annual goals and objectives.
- Briefs Town Council on board deliberations and solicits Town Council approval to explore additional issues or tasks not included in the annual goals and objectives statement.
- Forwards Board recommendations to Town Council via the Mayor for review and possible inclusion in the Town Council monthly agenda.
- Collaborates with the Board Chairman on suggested approaches or courses of action to resolve issues of concern.
- Monitors Board Meetings and may participate to clarify Town Council guidance or provide information as requested by Board members.

**Board Chairman or Vice Chairman in their absence:**

- Nominated and Elected by the Board Members.
- Determines Board Agenda and Presides at meetings and decides all points of order consistent with North Carolina Statutes, the Board charter, and Robert's Rules of Order.
- Serves as the Board Team Leader for deliberations and formulation of recommendations.
- Collaborate with Town Council Liaison to provide strategic focus and develop goals and objectives relative to the interests of the Town of Lake Lure.
- Advocates for the interests of the Board with Town Staff and Town Council.
- Presents the Board Annual Report that includes specific goals and objectives for the upcoming year to the Town Council or Marine Commission.

**Board Member:**

- Appointed by the Town Council normally for a three-year term.
- Actively participates in monthly Board deliberations. Members may be subject to dismissal if they are absent from three consecutive regularly scheduled meetings in a calendar year, and/or a total of four meetings in a calendar year. Board chairs have the discretion to recommend board member dismissals to Council if attendance issues arise.
- Understands the purpose of their board and their role in providing community expertise or viewpoints.
- Presents research, community viewpoints, or other relevant data for Board consideration.
- Votes for recommendations. Majority consensus recommendations will be forwarded to the Town Council or Marine Commission.

**Notes:**

1. Boards are encouraged to rotate members and positions to build a depth of experience and promote new ideas in keeping with the evolving concerns of the community.
2. Members are not employees, and thus do not have protection under personnel privacy exemptions from public records laws, however, a range of information collected about members (e.g., Social Security numbers, driver's license numbers) may not be released (G.S. 132-1.10(b)(5) & 14-113.20(b)). The following may be made public: Name, Address, Telephone/Cellphone number, E-mail address, Internet ID names.

**Town Staff:**

- Applicable Town Department Head will be assigned to each Board by the Town Manager.
- Town Staff member will present Town issues for consideration or general information as stipulated in the Board Charters/By-Laws or as directed by the Town Manager.
- Boards do not have directive authority over Town Staff but may request specific Staff assistance from the Town Manager.
- Support each Board with a recording secretary to develop and maintain Board minutes for public record.
- Town Staff will assist Boards with providing information when requested and help members understand realistic expectations that align with the Town budget, Town ordinances, North Carolina General Statutes, and overall operations.

**General Schedule:**

January 1 <sup>st</sup>	Volunteer Board Applications Due <u>Applications received after this date may still be considered if vacancies exist.</u>
January Board Meeting	Review Board Applications and Make Recommendation(s) to Council
January Town Council Meeting	Appointment of Town Council Liaisons as necessary
February Town Council Meeting	Recognition of departing Board members and Appointment of New/Renewed Members
March Board Meeting	New Member Orientation and Selection of Chairman/Vice Chairman

December Town Council Meeting

Chairman (Advisory Boards) Presentation of  
Annual Report and Proposed Goals and  
Objectives

**Reports:**

- Annual Report from the Board to Town Council. Report should include:
  - a. Short list of the most important topics addressed or decisions made
  - b. Ongoing topics for formulating advice (goals and objectives for the upcoming year).
  - c. Membership status and connection to the community (including diversity of members/representativeness to the overall community).

**VII.  
Consider  
Appointment of Two  
Vacancies on the  
Parks and Recreation  
Board**

**LAKE LURE TOWN COUNCIL  
AGENDA ITEM REQUEST FORM  
Meeting Date: March 25, 2026**

**SUBJECT:** Consider Appointment of Two Vacancies on the Parks and Recreation Board

**AGENDA INFORMATION:**

**Item Number:**

**Department:** Administration

**Contact:** Kimberly Martin, Town Clerk

**Presenter:** Kimberly Martin, Town Clerk

**BRIEF SUMMARY:**

Town Manager Olivia Stewman will provide Council with opportunity to discuss vacancies for the Parks and Recreation Board.

**ATTACHMENT(S):**

Active applications attached for review.

**Entry #:** 29 - Kristin Steffel    **Status:** Submitted    **Submitted:** 12/24/2025 2:04 PM

**Name**

Kristin Steffel

**Address**

320 Holmstead Dr, Lake Lure, North Carolina 28746

**Amount of time as a Lake Lure resident:**

1.5 yrs, 4.8 yrs property owner

**Home Phone**

**Mobile Phone**

(419) 438-7633

**Email**

kristinmleach@gmail.com

**Please check the appropriate box and indicate a preference if checking more than one.**

**Choice**

Parks & Recreation Board

**Rationale and qualifications for serving:**

Bachelor of Arts in early childhood education  
Licensed Ohio educator  
Prior gymnastics (USAG) coach  
Avid runner (18 half marathons, 2 full marathons)

**Other Volunteer activities in which you are currently involved, including other Boards or Committees:**

N/A

**Other information you feel might be pertinent, including current or prior occupation of resume:**

**Resume (Optional)**

**Signature****Date**

12/24/2025

**ABC BOARD**

The ABC Board is charged by the State of North Carolina with the authority to adopt the rules necessary for the operation of its store, subject to approval by the state ABC Commission. This authority includes buying and selling of alcoholic beverages, supervising employees, borrowing money, buying and leasing real and personal property and investing surplus funds. This board consists of three members serving staggered, three-year terms. Meetings are held the third Monday of each month at 3:30 P.M.

**BOARD OF ADJUSTMENT AND LAKE STRUCTURE APPEALS BOARD (BOA/LSAB)**

The BOA hears and decides appeals from any decision, order, or determination made by Town Staff with the responsibility of making decision about land use in interpreting and enforcing the Zoning Regulations. The BOA also approves conditional use permits and grants variances, in specific cases, from the provisions of the Zoning Regulations. The LSAB is authorized to grant variances, in specific cases, from the provisions of the Lake Structure Regulations. Members of these boards are required to participate in specialized training. These boards consist of five regular and three alternate members serving staggered, three-year terms and the same members serve on both boards. Meetings are held the fourth Tuesday each month at 1:00 PM for the BOA and the LSAB meets shortly thereafter.

**LAKE ADVISORY BOARD (LAB)**

The LAB advises the Town Council, Marine Commission, Lake Operations and town staff on all lake related matters to include revisions to Lake Use and Lake Structure Regulations, commercial operations on the lake, boat permits and fees, annual dredging requirements, the lake ecosystem, and storm cleanup. Each member is assigned a specific area of responsibility. This board consists of seven members serving staggered, three -year terms. Meetings are held the first Monday each month at 3:30 PM.

**PARKS AND RECREATION BOARD (PRB)**

The PRB is charged with maintaining an inventory of all public lands designated or used for park purposes. The Board monitors the condition of park lands and recommends maintenance or repairs when necessary, or recommends development and landscaping where appropriate. The Board identifies those properties having potential for active recreation and coordinates with the ZPB to incorporate recreation facilities into the land use plan as well as the LAB regarding recreational activities on the lake. This board consists of seven members serving staggered, three-year terms. Meetings are held the first Thursday each month at 1:30 PM.

**SHORT TERM RENTAL ADVISORY BOARD (STRAB)**

The STRAB studies and makes recommendations to council concerning the operation of short term rentals, revisions to policy regarding short term rentals, the various ways of improving short term rental operations, reporting any changes in state regulations regarding short term rentals, and other short term rental matters as requested by the Town Council. This board consists of five members serving staggered, three-year terms. The meeting schedule for this board will be determined at a later date.

**ZONING AND PLANNING BOARD (ZPB)**

The ZPB is responsible for receiving, reviewing and recommending to Town Council revisions to the town's Zoning Regulations, Zoning Map, and Subdivision Ordinance as well as reviewing and approving all applications for major subdivisions. It may also conduct studies and prepare plans for the Town Council's consideration regarding orderly planning and development within the town. This board consists of five members serving staggered, three-year terms. Meetings are held the third Tuesday each month at 9:30 AM.

***For additional information, please refer to the [Lake Lure Advisory and Statutory Board Handbook](#) or contact the Town Clerk at (828) 625-9983 x 104 or [townclerk@townoflakelure.com](mailto:townclerk@townoflakelure.com).***

**Entry #:** 28 - Cory P Coile      **Status:** Submitted      **Submitted:** 12/18/2025 4:29 PM

**Name**

Cory P Coile

**Address**

746 Raven Blvd, Lake Lure, North Carolina 28746

**Amount of time as a Lake Lure resident:**

5 yrs

**Home Phone**

**Mobile Phone**

(912) 785-9009

**Email**

cory\_coile@yahoo.com

**Please check the appropriate box and indicate a preference if checking more than one.**

**Choice**

Board of Adjustment & Lake Structure Appeals Board

Lake Advisory Board

Parks & Recreation Board

**Rationale and qualifications for serving:**

Local business owner invested in the community.

16 yrs as a Sam's Club Manager in several markets and metro markets in the southeast.

Ability to work independently and as a team, opened minded to others opinions and views.

Entrepreneur and business owner of multiple businesses and properties.

**Other Volunteer activities in which you are currently involved, including other Boards or Committees:**

Rutherford County Chamber

Hickory Nut Gorge Chamber Member

Former Habitat For Humanity Board Member

Former BNI President of a local chapter

**Other information you feel might be pertinent, including current or prior occulation of resume:**

Currently a local business owner and operator in Lake Lure. Active and involved in town meetings and functions.

**Resume (Optional)**

**Signature****Date**

12/18/2025


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## VIII.

Property owner request for remission or reduction of civil fines issued with a Notice of Violation regarding erosion and sedimentation control violations.

**LAKE LURE TOWN COUNCIL  
AGENDA ITEM REQUEST FORM  
Meeting Date: March 25, 2025**

**SUBJECT:** Property owner request for remission or reduction of civil fines issued with a Notice of Violation regarding erosion and sedimentation control violations.

**AGENDA INFORMATION:**

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

**BRIEF SUMMARY:**

On January 6, 2026, property owner, Mick Kent, 395 Tryon Bay Circle, was issued a Notice of Violation requiring the correction of violations of Erosion and Sediment Control ordinance violations. A Civil Penalty Citation with an initial fine of \$5,000 was issued with the NOV. The cited measures required to correct the violations were that erosion control and sedimentation control measures, structures and devices be planned, designed and constructed as to provide protection from runoff from a “25 year” storm as required when projects will discharge into a lake or natural watercourse.

On February 4, 2026, Mr. Kent submitted an appeal of the Notice of Violation

**ATTACHMENTS:**

- Copy of 1/6/26 Notice of Violation
- Copy of Civil Penalty Citation
- Copy of property owner’s Statement of Appeal
- Copy of property owner’s acknowledgement of violations and request to waive or reduce the fine

**STAFF COMMENTS AND RECOMMENDATIONS:**

Staff recommends that Council consider the request to waive or reduce the fine as requested by Mr. Kent..



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**Re: Your appeal**

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From mick kent <mick.kent@me.com>

Date Thu 2/19/2026 7:07 AM

To Mike Williams <mwilliams@townoflakelure.com>

Good morning Mike,

Thanks for following up on our call and clarifying the position as discussed. As stated I do acknowledge that there were violations and misunderstood the appeal process.

What I am looking for is a waive from the fine or a significant reduction based on the fact that it was the first error without any prior warnings. The infringement was minor and rectified almost immediately and a fine of \$5,000 disproportionate.

Hopefully, the written statement which I have already issued as part of the inaccurate appeal better reflects the situation and my sentiments.

As always, thanks for your help in this matter.

Kind regards

Mick

On 18 Feb 2026, at 13:16, Mike Williams <mwilliams@townoflakelure.com> wrote:

Hi Mick, I'm really sorry to hear of all the challenges that you've been running into with your house project. Keep your mind's eye on how nice the final result is going to be and keep us informed of any changes or revisions you come up on so that we can update your approved plans to keep you in compliance.

Regarding the conversation about your appeal, you have the choice to continue with the appeal of the violations (basically stating your case for a denial of those violations), or can acknowledge the violations but ask for a remission/reduction of the civil fines. You would have to waive your right to a contested case to go the route of remission of fines. There is no cost for the remission of fines request so we would be refunding your \$300 appeal fee.

Based on what I understood you to say, I believe that if it was me, I would acknowledge the violations but ask for the relief from the fines. (Other wise, it seems you are saying "I plead not guilty to the violations that I am guilty of."

Please let me know by Thursday at 5pm. I hope this is helpful to you. Mike

**Mike Williams, CZO, CFM**

*Community Development Director*

**Office:** 828-625-9983, ext.117

**Website:** [www.townoflakelure.com](http://www.townoflakelure.com)

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**From:** Printer Scans <printer@townoflakelure.com>  
**Sent:** Wednesday, February 18, 2026 12:44 PM  
**To:** Mike Williams <mwilliams@townoflakelure.com>  
**Subject:** Scanned image from Town of Lake Lure

Reply to: printer@townoflakelure.com <printer@townoflakelure.com>  
Device Name: Town of Lake Lure  
Device Model: BP-50C31  
Location: Chamber of Commerce

File Format: PDF (Medium)  
Resolution: 200dpi x 200dpi

Attached file is scanned image in PDF format.  
<appealing fact of violation or remission of fine.pdf>

Appeal of Zoning, Administrative order, requirement decision or determination.

Violation number - NOV-2026002  
Property Address - 395 Tryon Bay Circle  
Property Tax ID number - 1620325  
Date of Issue - January 6th 2026

### Statement of Appeal

Before I set out my reasons for objecting and contesting the penalty which has been levied, I want to put this into some form of context.

My wife & I purchased the property in 2015 after falling in love with the romance of the lake and having watched "dirty dancing" endless times whilst in my native city of London.

Being one of the older properties on the lake, time had not been kind to it and in March 2023 permission was granted for variances to allow us to renovate the house. It was shortly after this that my wife was diagnosed with cancer which progressed to a terminal state with her passing on 18th September 2024.

If this was not enough, the devastation of Hurricane Helene swept through the Carolina's a week later, flooding and impacting my property to a considerable extent.

The majority of 2025 was spent with me re-designing the approved modernisation scheme to comply with the new guidelines put in place by FEMA. Working with both Mike Williams & Rick Carpenter at this time to interpret these new rules in conjunction with those of The Town of Lake Lure saw me visiting their offices almost weekly to discuss and revise my intentions for my house which will be my home once completed.

The reason that I mention this is that I see the work which I am doing on my property with the time and effort as well as the substantial costs involved are part of the overall picture in re-energising the area. I do see this as a wonderful community where I live and want to enjoy.

As we all appreciate, the effort involved to recover from the hurricane is both emotional and physical without factoring the sheer costs involved. It is not lost on me that next year sees the 100 year Anniversary of the incorporation of the Town of Lake Lure and a milestone in the recovery of this beautiful area after the devastation it suffered at the hands of nature.

As you are no doubt aware, the Army Corps of Engineers took control of the lake for quite a considerable amount of time to help with the recovery efforts. During this time I applied for my boathouse to be removed as part of their agreed scope of works to later be notified that they could no longer afford to do this. I received email confirmation from the project co-ordinators to schedule a date for the removal but shortly after this Mike contacted me to say that they were no longer going to do the work.

The knock on effects of a delay to the chaos caused by the inference from the Army Corps (almost 6 months) and the additional financial burden to me has caused an impact on the project timeline with work now needing to be done against "the clock" at a time when the water level is rising.

Officially, my project commenced at the beginning of November 2025 and I have always gained the relevant permits from not only from the Town of Lake Lure, the State water authorities and the County of Rutherfordton as required.

My site was active for 2 months prior to the incident which the citation refers too without any prior warning or notifications.

However, moving onto the penalty levied, I feel it is far too large and onerous and alters my sense of fairness regards how I have been treated by the Town's representatives on this occasion. My dealings so far with them through the modernisation of my property have been in my opinion one of collaboration and support, working together for what is the greater good of the area of Lake Lure.

Moving onto some detail around the specific events & leading up to 6th January, permits for both works to the land and lake were obtained prior to commencement of repairs to the sea wall. Concrete buttresses were formed as agreed to help stabilise the sea wall after damage from the hurricane.

On Mike William's last working day of 2025 he called to pass on concerns raised by my neighbour that some cement slurry from my parking pad had worked its way down the road (my house sits on top of an incline, with the storm drain at the bottom some 80 ft) and into the storm drain as detailed in my land disturbance submission. This was due to the cleaning of the machine used to pump concrete into the buttress moulds at the end of the contractors work, Mike did say what a neat and good job the finished article looked though.

My next conversation after the holiday period on 5th January was with Rick, as I flagged him down as he was passing by my house to wish him a happy new year. Apparently, Rick was checking in on a neighbour further down in the cove who was due to start some works. Our conversation was brief and as I stated in our exchange of emails (copies attached) there was no mention of "this exact issue" (what ever that refers too) which constituted a \$5,000 penalty.

I notice in the hand written "Civil penalty citation" that in the section, "number of previously issued violations for same offence", the number "1" was entered. Unfortunately, I have never seen or received to my knowledge, a previous violation & would appreciate it if it was issued, a copy could be sent for me to review?

On the day in question, 6th January 2026, work on preparing the lake bed for the micro-piling to commence started. There was a flurry of activity with contractors returning to work after the holidays and I think it is appropriate to say that some of the sequencing of work was not as desired.

The piling company were not due to start any work involving cement until the following day when all of the silt fencing and trenching had been completed as per the submitted drawings. My main contractor and I were on site from 8.00am and left just after 2.00pm. Unfortunately, at 3.00pm the owner of the piling company had to leave site due to an issue with one of his trucks and the two gentlemen left unsupervised took it upon themselves to do a "test pile" involving the use of cement grout. Shortly afterwards, Rick visited site and issued a stop order and later the next day a violation penalty of \$5,000.

The site had for this sequence of work had been up and running for no more than an hour and was due to have the appropriate containment measures installed the following day (which did take place as well as an additional Turbidity curtain barrier as an additional measure), photo's of this are also included.

Additional to all of this, Tyler Hickman (State Water Authority) was requested to attend a meeting scheduled for 9th January at the site with myself, my contractors, Rick and Mike. In my opinion this too felt like an over zealous action given that there was no pollution of cement in the lake water. At the meeting Tyler's view was that everything was all good and that there was no infringement.

So to summarise, I did not receive any previous written or verbal warning for any non compliance, it does make me feel that this whole scenario is rather unfair. Given my close working relationship with the town of lake lure before, during and after the hurricane, a phone call or written warning would have been more appropriate. I therefore request that the \$5,000 penalty be waived on this occasion.

Kind regards

Michael Kent

Owner & Resident 395 Tryon Bay Circle

# TOWN OF LAKE LURE CIVIL PENALTY CITATION

Date: 01/06/2026

Case Number: Nov 2026 002

**SECTION(S) VIOLATED:**

22-22, 22-23, 22-25, 22-26, (13)(17)

**DESCRIPTION OF VIOLATION(S):**

Deviation from approved plans

Failure to obtain plan revision

No erosion control

Dumping of cement into waters of lake lure

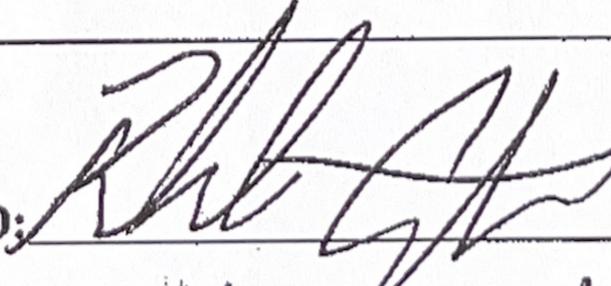
Failure to display plans permits, self inspection

Number of previously issued violations for same offense: 1

CIVIL PENALTY AMOUNT: \$5,000

**NOTICE:**

This is a citation for a violation of the Lake Lure Town Regulations. This citation should be paid at the Lake Lure Town Hall during regular business hours within ten (10) business days of the date of service of this citation. Civil Penalty Citations become past due if not paid within thirty (30) calendar days of the issuance of this citation, in which case the Town may recover such penalties in a civil action in the nature of debt.

SIGNED: 

Personal Service:  Received By: Mich Kent Date: 1/7/26

Property Posted:  Certified Mail # \_\_\_\_\_

**IX.**

**Request to condemn and  
demolish the boathouse at 114  
Heming Way Parcel 1633886**

**LAKE LURE TOWN COUNCIL  
AGENDA ITEM REQUEST FORM  
Meeting Date: **March 25, 2026****

**SUBJECT:** Request to condemn and demolish the boathouse at 114 Heming Way.  
Parcel 1633886

**AGENDA INFORMATION:**

**Agenda Location:** New Business

**Item Number:** **A**

**Department:** Community Development

**Contact:** Richard Carpenter, Dev. and Environ. Review Specialist

**Presenter:** Richard Carpenter, Dev. and Environ. Review Specialist

**BRIEF SUMMARY:**

The property owner at 114 Heming way notified the Community Development Department that the lake structure on their property may be collapsing. After inspection, it does appear that the structure is significantly damaged and is pulling away from land and pitching towards the lake.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:**

To approve/deny the request to remove the tree in question.

**ATTACHMENTS:**

AIRF

Pictures

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

Staff do not believe that this situation will be resolved if left to the homeowner(s) to remediate. Therefore, staff recommend that the council approve the demolition & site remediation at 114 Heming Way. The cost of the project should be added as a lien against the property.







NC-07  
RM-2

ELITE  
craft  
CRUISE





**X.**  
**Quail Cove Condemnation  
Request**

**LAKE LURE TOWN COUNCIL  
AGENDA ITEM REQUEST FORM  
Meeting Date: March 25, 2026**

**SUBJECT:** Quail Cove Condemnation Request

**AGENDA INFORMATION:**

**Agenda Location:** New Business

**Item Number:** X

**Department:** Community Development

**Contact:** Richard Carpenter, Dev. and Environ. Review Specialist/Deputy Clerk

**Presenter:** Richard Carpenter, Dev. and Environ. Review Specialist/Deputy Clerk

**BRIEF SUMMARY:**

The boathouse in question is located at 335 North Shore Drive, owned by Daniel & Susan Murphy (parcel 1623813). This lake structure was heavily damaged during hurricane Helene. Immediately after Helene, an employee from Masterdocks asked the community development department (CDD) to be allowed to perform emergency stabilization measures. The CDD allowed the emergency measures on the condition that they provide engineered plans and obtain permitting. The measures were installed but never engineered or permitted. The structure was placed on the original list for condemnation in 2025. However, it was removed after the homeowner communicated with CDD that they would have the structure repaired in a timely manner. Following this communication, staff met with Masterdocks on-site to review permitting requirements. After this meeting in 2025, all communication ceased and no permitting was obtained.

Presently, CDD has no formal timeline in place for permitting/repair. The subject property is currently under a notice of violation for failure to permit work that has taken place, and for the dilapidated structure.

Relevant Town Ordinances:

- **Sec. 6-54. Lake structure certificate and tag; maintenance of structures.**  
**(b) The property owner shall be responsible for maintaining all lake structures covered by this article in good repair. The town shall have the authority to condemn any lake structure due to decay, disrepair, or any hazardous condition. The property owner will be given a written notice and 90 days to comply with the town council's determination. If the owner fails to appeal to the town council for a hearing or comply with their determination, council may revoke their lake structure certificate and accompanying tag (if one had been issued) and remove the structure at the property owner's expense.**
- **Sec. 6-52. Repair, reconstruction, and removal of structures.**

**(c) Structural repairs and reconstruction of lake structures require a lake structure permit as described in section 6-49 before any work is performed. A survey shall be required, and must accompany the application for all structural repair and reconstruction endeavors that affect the physical location, outer dimensions (height, length, width), projection into the lake, or setbacks of a lake structure. A county building permit may also be required depending on the nature and extent of the work.**

**RECOMMENDED MOTION AND REQUESTED ACTIONS:**

Staff recommend condemnation. Per code, the condemnation order should provide a 90-day window to become compliant, or the structure could be removed by the town.

**ATTACHMENTS:**

AIRF

Photos

**STAFF'S COMMENTS AND RECOMMENDATIONS:**

This structure should have gone through the original condemnation list. Due to the failure to permit the emergency measures (with engineered documentation), and the obvious damage, this structure presents a hazard to those using the waters of Lake Lure.

**XI.  
Waterline  
Proposal**

**LAKE LURE TOWN COUNCIL  
AGENDA ITEM REQUEST FORM  
Meeting Date: March 25, 2026**

**SUBJECT:** Waterline Proposal

**AGENDA INFORMATION:**

**Item Number:**

**Department:** Community Development

**Contact:** Michael Williams, Director

**Presenter:** Michael Williams, Director

**BRIEF SUMMARY:**

Homeowner Mike Younger is requesting to place a waterline for a new well under a town road. Email request and map has been presented.

Mike Younger<wmyounger@yahoo.com>

Kimberly Martin

Kim:

Thank you for taking the time to talk to me on March 18 about my need for a water line to be placed under Ridge Rd.

I have attached the proposal and a map marking the new well site and my property to which, if approved, the water line will be run.

Is there any additional information that I should submit?

Thank you,

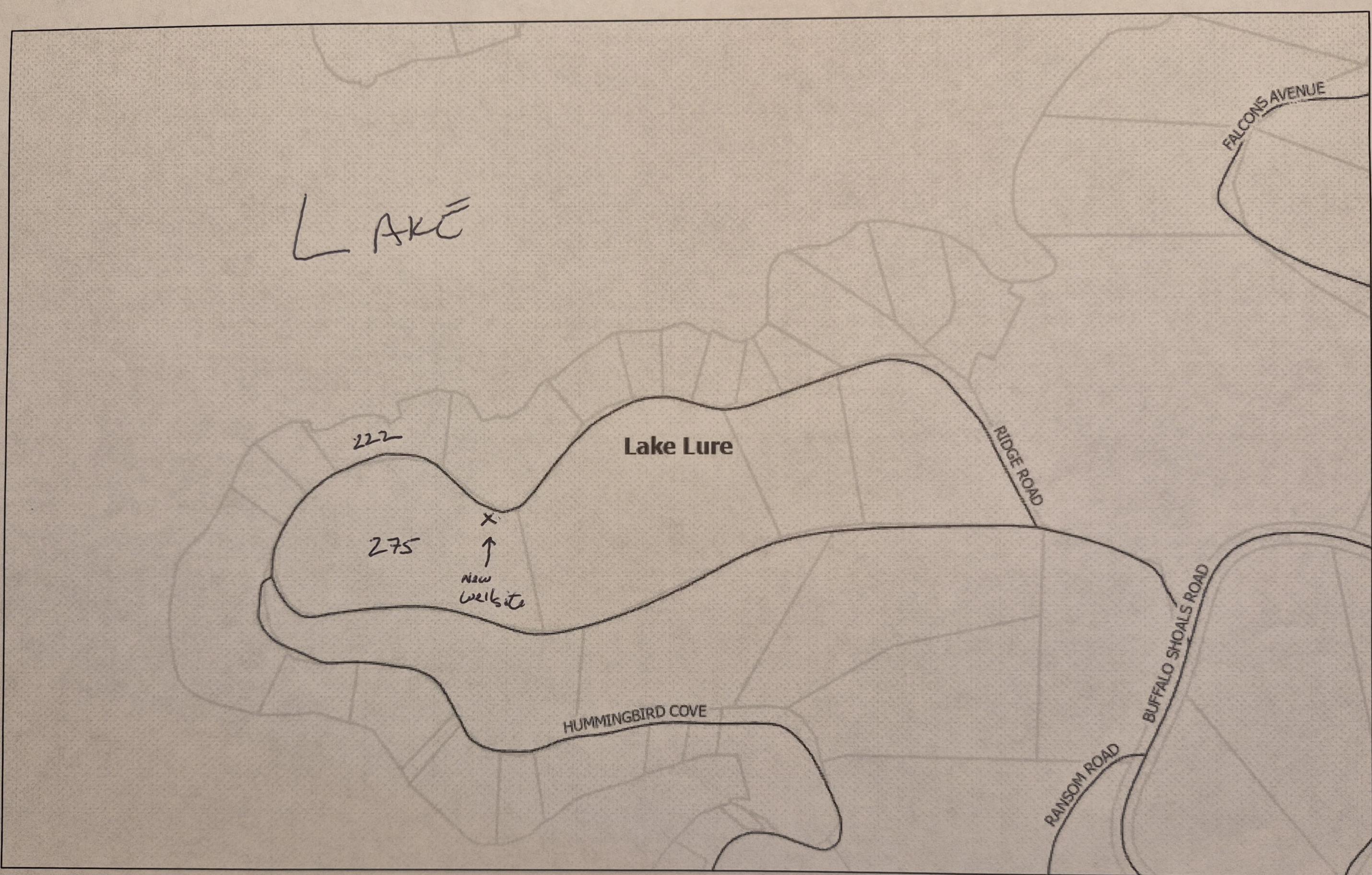
Mike Younger

W. Michael Younger, O.D.

**Carolina Vision Associates**

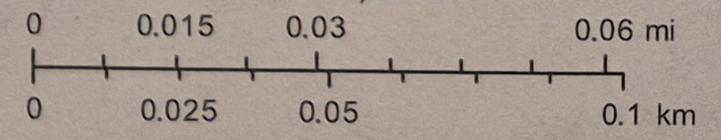
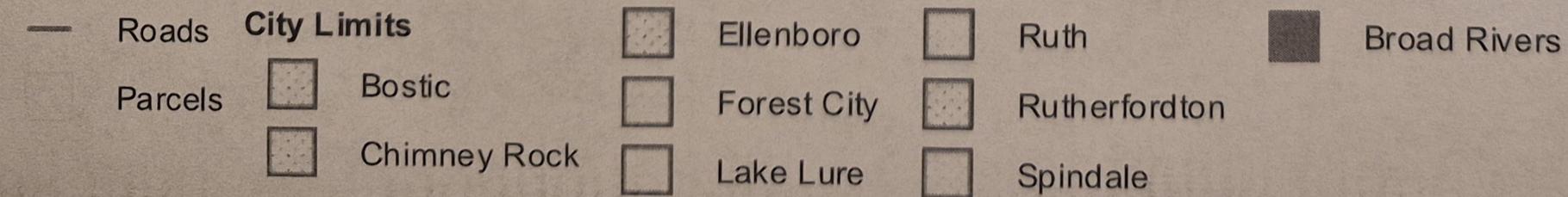
Spartanburg-Gaffney-Inman-Woodruff

<http://www.carolinavision.com>



October 23, 2025

1:1,956



**XII.**  
**Hager Strategic  
Solutions Updates**

**LAKE LURE TOWN COUNCIL  
AGENDA ITEM REQUEST FORM  
Meeting Date: March 25, 2026**

**SUBJECT:** Hager Strategic Solutions Updates

**AGENDA INFORMATION:**

**Item Number:** XII  
**Department:** Administration  
**Contact:** Bre Wilhelm, Lobbyist  
**Presenter:** Bre Wilhelm, Lobbyist

**BRIEF SUMMARY:**

The Town works with Bre Wilhelm of Hager Strategic Solutions for lobbyist services. Ms. Wilhelm will provide a legislative update.

**XIII.**  
**Town Manager/Project**  
**Updates**

**LAKE LURE TOWN COUNCIL  
AGENDA ITEM REQUEST FORM  
Meeting Date: March 25, 2026**

**SUBJECT:** Town Manager/Project Updates

**AGENDA INFORMATION:**

**Item Number:** XIII  
**Department:** Administration  
**Contact:** Olivia Stewman, Town Manager  
**Presenter:** Olivia Stewman, Town Manager

**BRIEF SUMMARY:**

Town Manager Olivia Stewman will provide Council with project and any other updates that are not included on the meeting agenda. Council will also have the opportunity to ask any questions.

**ATTACHMENT(S):**

Town Manager/Project Updates to be provided at the time of the meeting.

XIV.  
Public Comment

**XV.**  
**Adjournment**