TOWN OF LONG VIEW
2404 1st AVENUE SOUTHWEST
LONG VIEW, NC 28602
TELEPHONE: (828) 322-3921 FAX: (828) 578-6637

July 13, 2026 Regularly Scheduled Board of Aldermen Meeting Minutes

1. **Call Meeting to Order**

The meeting was called to order by Mayor Marlowe at 5:32 PM.

2. **Roll Call**

Roll call was conducted. The following members were noted as present: Alderman Genita Hill, Alderman Gary Lingerfelt, Alderman Allen Bumgarner, Alderman Tim Hertzel, Alderman Phyllis Pennington, and Mayor Eddie Marlowe.

3. **Invocation**

The invocation was led by Mayor Marlowe.

4. **Approval of Minutes**

a. **June 8, 2026 Regular Meeting Minutes**

A motion was made by Alderman Allen Bumgarner to approve the June 8, 2026 Regular Meeting Minutes as presented, and seconded by Alderman Genita Hill. The motion to approve the minutes was unanimous.

b. **June 29, 2026 Special Meeting Minutes**

A motion was made by Alderman Genita Hill to approve the June 29, 2026 Special Meeting Minutes as presented, and seconded by Alderman Phyllis Pennington. The motion to approve the minutes was unanimous.

Agenda Amendment Request- Mayor Eddie Marlowe

Mayor Marlowe requested that the Board add an item to the agenda for consideration. The proposed item is a letter from the Civil Air Patrol requesting to use the Long View Rec Center every Tuesday from 6pm to 9pm. Mayor Marlowe requested a motion to add the letter from the Civil Air Patrol to the end of the agenda, stating the Lt. Col. McKay was present to answer any questions that may arise. Mayor Marlowe expressed that

this was only a motion to add this request for consideration to the agenda and that the request itself would be discussed later in the meeting.

Alderman Genita Hill made a motion to add the request from the Civil Air Patrol to the agenda for discussion. The motion was seconded by Alderman Gary Lingerfelt. The motion to amend the agenda was unanimous.

5. **Items for Discussion**

a. **Public Hearing – New Zoning and Subdivision Ordinance**

Town Planner Susan Matheson presented the proposed New Zoning and Subdivision Ordinance, providing a detailed article-by-article walkthrough of the changes and updates contained within the document.

Town Clerk Heather Minor interjected to recommend that the Board formally call the public hearing to order before proceeding with the presentation, which was acknowledged and accommodated.

A motion to open the public hearing was made by Alderman Tim Hertzel and seconded by Alderman Allen Bumgarner. The motion to open the public hearing was unanimous. The public hearing was called to order at 5:37 p.m.

Town Planner Susan Matheson began her review of the changes to the Zoning Ordinance:

Article 1.3: Legislative Authority language updated

Article 2.2: The following Definitions have been added to this Article:

- Accessory Dwelling Unit Administrative Decision Condominium
- Critical Digital Infrastructure Facilities Determination
- Developer
- Development
- Development Approval Development Regulation
- Dwelling
- Evidentiary Hearing
- Legislative Decision
- Legislative Hearing
- Open Space
- Recreation Facility; private and public Setback
- Setback Built to Line
- Substantial Improvement

Article 3: Condensed content, reduced redundant language.

Article 4: Condensed content, reduced redundant language.

Article 5: Schedule of District Regulations –

Article 5.1-5.4: Condensed content to 5.1.

Article 5.2(a)-(c): Condensed Categories.

Article 5.2(g) The following have been Moved or Added to this Article:

- Added- Downtown Overlay District Purposes.
- Moved- Permitted uses and criteria for PUD to Article 14
- Moved- Permitted uses and criteria for Watershed to Article 18

Article 5.3(a): Condensed processes, reduced redundant language.

Table 5-1: Updated Schedule of Permitted Uses with Condensed Categories and Processes.

Table 5-2: Updated Minimum Lot Sizes and setbacks to be comparable to development standards in the surrounding region.

Updated Max Lot Coverage to reference watershed requirements.

Article 6: Updated Buffer and Screening Requirements

Moved Article 7.2-7.4 to follow Article 6; application of area, height, and placement regulations.

Article 7: Moved to Article 7 applicable Special Uses from Article 11 Special Uses.

Article 7.25: Added Mobile Food Trucks

Article 8: Updated to comparable requirements in surrounding region.

Article 9: Updated to 160D standards.

Article 10.6: Updated Parking, Drive-Thru, and Landscaping Requirements.

Article 11.9: Moved applicable Special Uses to Article 7 Supplemental Regulations

Article 11.9.3: Added Critical Digital Infrastructure Facilities

Article 12:10 - 12:11: Updated to 160D standards.

Article 13.15: Updated to 160D standards.

Article 14.1: Moved Planned Unit Development (PUD) Permitted Uses to this section.

Article 14.2: Added Downtown Overlay Development Regulations.

Article 15: Administration: Updated to 160D standards and Moved to Article 18

Article 18: Water Supply Watershed Protection District (WSP District): moved to Article 15.

Town Planner Matheson stated that the Subdivision Ordinance remained the same as before, however, every portion of said ordinance received an update to the process making the ordinance easier to understand and apply the appropriate processes to.

The Town of Long View Planning Department has received the amended Long View Zoning Ordinance and Subdivision Regulations. Per request of the Town of Long View, the amended documents are to provide legal and necessary updates to the existing outdated Ordinances, dated 1995 and 2003 respectively. The Town of Long View Planning Board met on May 21, 2026 and unanimously voted to repeal the current Zoning Ordinance and Subdivision Regulations and replace each with the amended Zoning and Subdivision Ordinances as presented. Town Planner Matheson requested the Board of Aldermen would repeal the current Zoning Ordinance and Subdivision Regulations and replace each with the amended Zoning and Subdivision Ordinances as presented.

Mayor Marlowe asked if anyone in attendance had any questions regarding the presented amendments to the Zoning or Subdivision Ordinance. Mr. John Lovelace asked if Town Planner Matheson could expand on the new sign regulations or if it was too in depth to explain. Ms. Matheson expressed that it was too complex to explain, however, she would be happy to provide him with a copy of that particular section.

No further questions or statements were made.

A motion was made by Alderman Tim Hertzel to close the Public Hearing. The motion was seconded by Alderman Allen Bumgarner. The motion to close the Public Hearing was unanimous.

The Public Hearing closed at 5:52 p.m.

b. **Adoption of New Zoning Ordinance**

A motion to adopt the new Zoning Ordinance as present by Town Planner Susan Matheson was made by Alderman Gary Lingerfelt and seconded by Alderman Genita Hill. The motion to adopt the new Zoning Ordinance was unanimous.

c. **Adoption of New Subdivision Ordinance**

A motion to adopt the new Subdivision Ordinance as presented by Town Planner Susan Matheson was made by Alderman Genita Hill and seconded by Alderman

Gary Lingerfelt. The motion to adopt the new Subdivision Ordinance was unanimous.

d. **Call for Public Hearing – Voluntary Annexation 1964 Old Shelby Rd & 1970 Old Shelby Rd**

Town Planner Susan Matheson stated Pursuant to G.S. § 160A-58.7, a public hearing is hereby requested for consideration of two Voluntary Annexation Petitions received. Pursuant to G.S. § 160D-602, a public hearing is hereby requested for consideration of a Zoning Map Amendment regarding the same properties. The request is for the following properties described below:

Property Information

(1) Location: 1964 Old Shelby Rd, Hickory, NC

Parcel ID: 2791 0509 3127

Acreage: 2.84

Current Zoning: City of Hickory ETJ I-Industrial

Proposed Zoning: I-Industrial

(2) Location: 1970 Old Shelby Rd, Hickory, NC

Parcel ID: 2791 0508 0665

Acreage: 3.00

Current Zoning: City of Hickory ETJ I-Industrial

Proposed Zoning: I-Industrial

The Planning Board will meet on July 16th and make its zoning recommendation. Town planner Matheson requested the Board of Alderman would schedule a public hearing for the Voluntary Annexation Petition, and a separate public hearing for the Zoning Map Amendment; both to be held at the next scheduled Board of Alderman meeting on August 10, 2026.

Alderman Tim Hertzel made a motion to call for a Public Hearing for the annexation of the two properties at the August 10, 2026 Board of Aldermen meeting. The motion was seconded by Alderman Phyllis Pennington. The motion to call for the Public Hearing was unanimous.

e. **Call for Public Hearing – Zoning: 1964 Old Shelby Rd & 1970 Old Shelby Rd**

A motion to call for the Public Hearing at the August 10, 2026 Board of Aldermen meeting regarding the zoning of the two aforementioned properties was made by Alderman Genita Hill and seconded by Alderman Gary Lingerfelt. The motion to call for the Public Hearing was unanimous.

f. **Call for Public Hearing – Rezoning: Parcel 2783909856, 2793000702, 2783908863, 2783908794, 27839096234**

Town Planner Susan Matheson state she had received a request for the rezoning of 5 parcels, requesting that this property be rezoned from I (Industrial) to R-3 (Residential) because the property is better suited for residential development and is more consistent with the existing character of the surrounding area. The area surrounding the property is predominantly residential in nature, and the property's location adjacent to a community recreation center makes it an ideal location for residential use and neighborhood growth.

The proposed rezoning would allow the property to be developed in a manner that is compatible with neighboring properties and current land-use patterns.

Additionally, rezoning the property to R-3 would provide opportunities for much-needed housing while encouraging orderly and responsible growth within the community. This change would represent a more appropriate use of the prope1ty, enhance the overall development of the area, and contribute positively to the long-term goals and needs of the community.

A motion was made by Alderman Genita Hill to hold a Public Hearing on August 10, 2026 at the Board of Aldermen meeting. The motion was seconded by Alderman Allen Bumgarner. The motion was unanimous.

g. **Adoption of Vacate and Close Ordinances – Ordinance No. CO-01-26-27, CO-02-26-27, CO-03-26-27**

Code Enforcement Officer Chad Powell presented three Vacate and Close Ordinances for the Board's consideration. He reported that he had met with and spoken to the Interim Town Manager regarding the properties in question and indicated that the needed repairs to the units were not at an acceptable standard. As a result, all three units had been vacated — no residents remained in any of them.

Officer Powell explained that two of the three original complainants had actually been residents living in the affected units at the time the complaints were filed. He reassured

the Board that all three properties had since been vacated and that no evictions would be necessary, as the occupants had already left.

When asked how much longer the overall situation would drag on, Officer Powell advised that he was unable to give a time frame. He did, however, note some general improvements at the property, including the maintenance of the grass and the handling of trash. On the individual units themselves, he indicated that progress had been limited — he had not received updates from the property owner indicating that any additional units were repaired and ready to be brought back into compliance. He stated he was maintaining a running list of units at the property that could not be lawfully inhabited and would ensure that the placards remained posted.

Officer Powell elaborated on the complexities of the situation, noting that when an entire building is vacated and closed under normal minimum housing procedures, if it remains in that condition for a year, the town can revisit and require the owner to either fix it or tear it down. However, he explained that this particular property presented a different challenge: Given the structure — multiple individual units under the same roof — it was a more complex situation than what they were typically accustomed to in standard minimum housing cases. Officer Powell indicated that if an entire building eventually became fully vacant and uninhabitable, the town could potentially push to the next step of requiring demolition. In the meantime, he committed to tracking the units and monitoring the situation.

There was also a reference to similar ordinances having been enacted previously, and Officer Powell stated his intention to add the current units to that ongoing list.

> *A motion to adopt Ordinance No. CO-01-26-27, CO-02-26-27, and CO-03-26-27 to Vacate and Close was made by Alderman Allen Bumgarner and seconded by Alderman Tim Hertzel. The motion to adopt the three ordinances to Vacate and Close were adopted unanimously.*

h. **Surplus of Public Works Equipment**

Public Works Director Chris Eckard stated he had two tractors to present to the Board to be surplused and placed for on GovDeals for online sell. Mr. Eckard stated that the tractors had simply aged out and have been replaced.

> *A motion to surplus the two tractors as requested and list them on GovDeals was made by Alderman Tim Hertzel and seconded by Alderman Allen Bumgarner. The motion to surplus and list on GovDeals was unanimous.*

Town Clerk Heather Minor advised that the tractors would be listed on GovDeals tomorrow.

i. **Surplus of Police Equipment**

Police Chief Justin Reid stated while auditing police department inventory, nine (9) Smith & Warren police badges were located. The badges (silver shield with a gold star in the middle) were used before our currently used badges. These badges are not currently used and are not foreseen to be used for official purposes in the future. Chief Reid requested the Board of Aldermen to surplus the badges for future department display purposes and to be turned over to officers who are currently in good standing with the Long View Police Department. The badges cannot be sold due to them having "Long View Police Department" law enforcement identification on them.

A motion to surplus the 9 retired police badges was made by Alderman Allen Bumgarner and seconded by Alderman Phyllis Pennington. The motion to surplus the retired badges was unanimous.

j. **Civil Air Patrol Request**

Mayor Marlowe restated that the Civil Air Patrol had submitted a request to utilize the Rec Center every Tuesday, beginning in August. Mayor Marlowe recognized Lt. Col. McKay.

Lt. Col. McKay presented on behalf of the North Carolina Wing of the Civil Air Patrol, identifying the organization as a quasi-governmental entity by virtue of its placement within the North Carolina Department of Public Safety under North Carolina General Statue 143B-1030. He clarified that while the Civil Air Patrol is technically a nonprofit, its standing within the state and within the Department of Public Safety is unique — noting that two employees at their wing headquarters are actual state employees within the Department of Public Safety. Lt. Col. McKay explained that the Civil Air Patrol had used the Long View Recreation Center on an irregular basis for approximately 30 years, and more regularly in recent years — specifically every second Tuesday night of the month. He indicated this increased regularity was due to significant membership growth the organization had experienced.

Lt. Col. McKay explained that the Civil Air Patrol was requesting continued or formalized use of the recreation center on Tuesday of every month from 6pm to 9pm. Alderman Genita Hill asked if the Civil Air Patrol had requested to use any of the space available, if any, at the Aviation Museum. Lt. Col. McKay addressed the possibility of using other facilities, acknowledging that another location — understood to be associated with a building currently undergoing renovation — had been briefly discussed, but that its meeting space was likely not large enough in capacity to accommodate their group and that it would require someone to come every Tuesday evening to let them in, set up, and break down, which was a logistical burden.

Mayor Marlowe noted that under the current arrangement, ceasing public use of the Long View Rec Center, use of the recreation center had largely been limited to the

seniors' program on Wednesdays and the Long View Lions Club, which meets twice per month. Town Clerk Heather Minor clarified that the senior morning out event is a town-sponsored event, and that the Long View Lions Club is specifically listed in the deed to the recreation center as one of five organized civic group that must allowed access to the Recreation Center, which is the basis for their continued access.

The discussion expanded into broader questions about the recreation center's availability, potential reopening to public use, and current policy. Town Clerk Heather Minor explained that the Board had previously voted to close the recreation center to public rentals, citing two primary reasons: liability insurance concerns, and the strategic benefit it provides in the ongoing Part F grant application process, as the availability of the recreation center for town use and qualifying events supports that application. She noted that under what the Board had voted on, the center was not currently in discussion to be reopened to the public for general rental, and offered to provide the Board with a refresher on what had been voted on if needed.

Alderman Genita Hill raised a concern that if the Board chose to make an exception for the Civil Air Patrol, that would negate the Board's decision to discontinue the rental of the Recreation Center. Town Clerk Heather Minor explained that the rule cannot become the exception, cautioning that opening the door to other organizations — whether government entities, nonprofits, or otherwise — could become very complicated. She also explained the deed's provisions in more detail, noting that the deed specifies five civic groups by name at the time of drafting, of which the Long View Lions Club is the only one still in existence, and that the deed compels the town to allow them access.

Alderman Allen Bumgarner raised the question of whether a brief closed session might be appropriate. Town Clerk Heather Minor advised that she did not believe this matter fell within the parameters of a closed session under North Carolina General Statute 143-318.

Alderman Pennington stated she heard that the recreation center would be renovated and reopened for public events such as weddings and funerals. Town Clerk Heather Minor responded that she was not certain where that impression originated and noted it was not consistent with the current plan, reiterating the context of the Part F grant application process and the Board's prior vote.

Lt. Col. McKay inquired whether, in the meantime, the Civil Air Patrol might be permitted to continue meeting on their scheduled second Tuesdays while the matter was being formally resolved. He offered assurances that the organization is extremely safety-conscious, with very rigorous standards and policies, and that they had already factored in that they would not be at the facility on Election Day, as they understood it was needed for voting. Lt. Col. McKay stated that they would be happy to accommodate the Town's need for use of the Rec Center for Town Events.

Minutes prepared by the Office of the Town Clerk., Heather Minor, CMC, NCCMC, Town of Long View, North Carolina Special Meeting, July 13, 2026.

The discussion turned to the matter of liability insurance. Interim Town Manager Melissa Lalonde noted that the most recent certificate of liability insurance on file from the Civil Air Patrol was set to expire on October 1, 2026. Lt. Col. McKay confirmed that their fiscal year runs from October 1 to September 30, consistent with the federal government, and committed to renewing the certificate in September to maintain continuous coverage.

Town Clerk Heather Minor outlined the options available to the Board: table the discussion, call a special meeting for greater detail, defer to the August 10th regular meeting (which she noted would be beyond the Civil Air Patrol's requested date), or vote to approve or decline. She noted that if a special meeting were to be called, she would need a minimum of 48 hours' notice and offered to retrieve her calendar.

Following discussion of available dates, it was determined that a special meeting would be scheduled for Tuesday, July 21st at 3:00 PM to continue the tabled discussion on the Civil Air Patrol's request.

Alderman Tim Hertzel made a motion to table the discussion. The motion to table was seconded by Alderman Allen Bumgarner. The motion to table the discussion was unanimous.

A motion to call for a Special Meeting on Tuesday, July 21, 2026 at 3pm to further discuss the Civil Air Patrol's request was made by Alderman Allen Bumgarner and seconded by Alderman Tim Hertzel. The motion to call for the special meeting was unanimous.

k. **Budget Amendment No. 1**

Interim Town Manager/Finance Director Melissa Lalonde presented Budget Amendment No. 1 to the Board to reappointed funds to purchase the tractor. The amount was $300,936.00.

A motion to approve Budget Amendment No. 1 was made by Alderman Gary Lingerfelt and seconded by Alderman Allen Bumgarner. The motion to approve Budget Amendment No. 1 was unanimous.

l. **Manager Report**

Interim Town Manager Melissa Lalonde provided the Board with several updates.

First, she reported that municipal elections had been officially moved to even-numbered years. She explained that this change was expected to increase voter participation by aligning the town's election years with statewide and presidential election cycles, during which voter turnout is historically higher. She also noted that the change would result in lower election costs, as the county would no longer need to print a special ballot solely

for the town. Additionally, she noted that this change would have the effect of extending all current board members' terms by one year.

Second, Interim Town Manager Melissa Lalonde reported that Fire Chief Brinkley had successfully filled all of the newly approved positions within the fire department. One new employee had started the previous week, and the remaining two were scheduled to begin in the coming weeks.

Third, she noted that Public Works received delivery of their new tractor the previous Thursday, and that the staff appeared to be very pleased with it.

Mayor Marlowe added that residents had expressed gratitude for tree work completed on 37th Street Southwest.

m. **Public Comment**

Mayor Marlowe read the Public Comment Statement.

Mr. Charley Perry of 2200 6th Ave NW addressed the Board regarding a property concern on a street near 32nd Street Southwest, describing conditions including garbage, a couch left outside, and individuals observed parked on the road watching a nearby house. The speaker expressed frustration that a neighbor across the street had been fined $500 for leaving a garbage can out, while what they described as a more egregious situation — a property accumulating garbage and debris — appeared to go unaddressed.

n. **Closing Remarks**

No discussion was recorded for this agenda item.

6. **Adjournment**

A motion to adjourn was made by Alderman Allen Bumgarner and seconded by Alderman Tim Hertzel. The motion to adjourn was unanimous.

The meeting adjourned at 6:35 p.m.

Minutes prepared by the Office of the Town Clerk., Heather Minor, CMC, NCCMC, Town of Long View, North Carolina Special Meeting, July 13, 2026.