

Town of River Bend Planning Board

Minutes for Regular Meeting – 4 January 2024 – River Bend Municipal Building

Board Members present: Vice Chair Bob Kohn, Keith Boulware, Linda Cummings, Kathleen Fleming, Jon Hall

Board Members absent: Chairman Egon Lippert, Kelly Forrest

Others present: Councilman Buddy Sheffield, Councilwoman Barbara Maurer, Town Manager Delane Jackson, Assistant Zoning Administrator Allison McCollum, Town Clerk Kristie Nobles, 4 members of the public

1. Call to Order

The regularly scheduled Planning Board meeting was called to Order at 6:00 PM on Thursday, 4 January 2024, in the River Bend Municipal Building meeting room with a quorum present.

2. Oath of Office

Town Clerk Kristie Nobles administered the Oath of Office to all of the Board Members present. The Oath of Office was administered separately to Chairman Egon Lippert as he was not able to attend the meeting.

3. Approval of 3 August 2023 Regular Meeting Minutes

The Board reviewed the Minutes of the 3 August 2023 Regular Meeting. **Motion** was made by Board Member Keith Boulware to accept the Minutes as presented. Motion was **seconded** by Board Member Kathleen Fleming. **Motion carried unanimously.**

4. Reports

a. Zoning Report

AZA Allison McCollum presented the Board with a typed report summarizing the number of permits issued, the type of permit issued, and the total of all permit fees for the months of August through December 2023. The members of the Board reviewed the report and asked questions as needed.

b. Council Report

Councilman Buddy Sheffield summarized recent actions by the Town Council. The Board asked questions as needed.

5. Public Comment

Ms. Carolyn Gadwell spoke. She inquired about an engineering report referenced in the Comprehensive Plan. Town Staff will look to see if they can find the report.

6. Old Business

None.

7. New Business

a. Discussion of subdivision sketch plan for Parcel #8-200-029

Town Manager Delane Jackson presented a summary of the proposal and the process required for the Planning Board. Mr. Keith Robbins from Strongrock Engineering was available to answer questions from the Planning Board. There were a few questions and comments from the Planning Board; the Town Manager and Mr. Robbins answered in turn. No motion was necessary at this stage of the subdivision process.

8. Other

The next regular meeting is scheduled for Thursday, February 1st, 2024 at 6pm.

9. Adjournment

Motion was made by Board Member Keith Boulware to adjourn the meeting. Motion was **seconded** by Board Member Linda Cummings. **Motion carried unanimously** and the meeting adjourned at 7:00 PM.

Allison McCollum, Secretary