

RIVER BEND PLANNING BOARD

November 6th, 2025 at 6:00pm
River Bend Municipal Building
51 Shoreline Drive, River Bend, NC

I. CALL TO ORDER – *Egon Lippert/Bob Kohn*

II. APPROVAL OF LAST MEETING MINUTES – *Allison McCollum*

III. REPORTS

- a.** Summary of permits issued – *Allison McCollum*
- b.** Town Council Update – *Buddy Sheffield*

IV. PUBLIC COMMENT - *All*

Anyone who wishes to address the Board during this period must sign the sign-up sheet posted by the door. The Public Comment Policy will be followed. A copy of the policy is also by the door and available on the Town's website. Each speaker will be limited to three (3) minutes.

V. OLD BUSINESS – *All*

- a.** Discussion of Fence Ordinance
- b.** Discussion of Lot Coverage in Schedule of District Requirements

VI. NEW BUSINESS – *All*

- a.** Discussion of Planning Board Vacancy

VII. OTHER – *All*

- a.** Next regular meeting on 4 December 2025

VIII. CALL FOR ADJOURNMENT - *All*

Town of River Bend Planning Board

Minutes for Regular Meeting – 2 October 2025 – River Bend Municipal Building

Board Members present: Vice Chair Bob Kohn, Bernard Bush, Keith Boulware, Linda Cummings, Kathleen Fleming

Board Members absent: Chair Egon Lippert, Jon Hall

Others present: Councilwoman Kathy Noonan, Assistant Zoning Administrator Allison McCollum, 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, 5 June 2025, in the River Bend Municipal Building meeting room with a quorum present.

2. Election of Board Officers

Assistant Zoning Administrator Allison McCollum took over the proceedings so that the Planning Board could elect a Chair, Vice Chair, and Secretary as required by ordinance. She asked for a volunteer or a nomination from the Board Members for Chair. Board Member Keith Boulware **motioned** to name Egon Lippert as Chairman. Board Member Bob Kohn **seconded** the motion. All other Board Members voted aye. **Motion passed.**

AZA McCollum asked for a volunteer or a nomination from the Board Members for Vice Chair. Board Member Keith Boulware **motioned** to name Bob Kohn as Vice Chair. Board Member Kathleen Fleming **seconded** the motion. **Motion carried unanimously.** Vice Chair Bob Kohn accepted the position.

AZA McCollum asked for a volunteer or a nomination from the Board Members for Secretary. Vice Chair Bob Kohn **motioned** to name AZA Allison McCollum as Secretary. Vice Chair Bob Kohn **seconded** the motion. **Motion carried unanimously.** AZA Allison McCollum accepted the position.

3. Approval of 5 June 2025 Regular Meeting Minutes

The Board reviewed the Minutes of the 5 June 2025 Regular Meeting. **Motion** was made by Board Member Keith Boulware to accept the Minutes as presented. Motion was **seconded** by Board Member Bernie Bush. **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 June through September 2025. The members of the Board reviewed the report and asked questions as needed.

b. Council Report

Councilman Buddy Sheffield was not present, so no Council Report was given.

5. Public Comment

Resident Nan Polgardi of 101 Knotline Road addressed the Board. She spoke on her position on the current fence ordinance as it applies to corner lots. She would like the ordinance changed to allow for fences in what is currently defined in the ordinance as the 'front yard.'

6. Old Business

- a. The Board discussed the existing fence ordinance, and reasons for and against changing the language as relates to fences in the front yards of corner lots. There was a discussion of options to rewrite the fence ordinance and/or to amend the definition of 'front yard' as it is defined within the Town's Zoning Ordinance.

After some discussion, the Board directed Town Staff to draft an ordinance that redefines 'front yard' and would allow for corner lot properties to place fences in yards adjacent to the street, provided it is not the street that designates their physical address as designated by Craven County.

7. New Business

- a. The Board discussed the updated draft Comprehensive Plan that was first provided to them at the April 2025 meeting. After a brief discussion, the Board asked that the draft ordinance be shared with the other advisory boards for the Town of River Bend, to solicit their opinions about and input for the proposed Comprehensive Plan.
- b. AZA McCollum presented the language in the current Town Ordinance that limits maximum lot coverage to 24%. She explained that the current language in the ordinance is a little contradictory and offered some staff suggestions of how the ordinance could be made more clear. The Board agreed that some clarification was necessary and asked that a draft ordinance update be provided at the next meeting.

8. Other

The next regular meeting is scheduled for Thursday, November 6th, 2025 at 6pm.

9. Adjournment

Motion was made by Board Member Keith Boulware to adjourn the meeting. Motion was **seconded** by Board Member Bernie Bush. **Motion carried unanimously** and the meeting adjourned at 6:47 PM.

Allison McCollum, Secretary



TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

T 252.638.3870

F 252.638.2580

www.riverbendnc.org

October 2025

Permit Type	Total Issued	Total Project Cost
Flood	1	\$200.00
Residential Zoning	5	\$36,971.00

The total amount of permit fees collected for October 2025 is **\$228.00**

§ 15.01.051 DEFINITIONS.

LOT TYPES.

- (1) ***CORNER LOT.*** A lot which occupies the interior angle of an intersection of 2 street rights-of-way which make an angle of more than 45 degrees and less than 135 degrees with each other. A ***CORNER LOT*** shall be deemed to have 2 front yards (1 contiguous with each street right-of-way), 1 side yard and 1 rear yard.

§ 15.02.020 DEFINITIONS.

LOT, CORNER.

- (1) A lot which occupies the interior angle of the intersection of 2 street rights-of-way which make an angle of more than 45 degrees and less than 135 degrees with each other.
- (2) A ***CORNER LOT*** shall be deemed to have 2 front yards (1 contiguous with each street right-of-way), 1 side yard and 1 rear yard; provided, however, that for a ***CORNER LOT*** of record prior to 12-19-1990, the minimum side yard requirements for the main building shall be applicable to the front yard which is opposite the side yard.
- (3) The owner shall be required to specify which is the side yard and which is the rear yard in his application for an initial zoning permit.

YARD.

- (1) The space on the same lot with the main building between the main building and the front lot line(s) (front yard), between the main building and the side lot line(s) (side yard), and between the main building and the rear lot line (rear yard).

§ 15.02.062 FENCES AND WALLS.

The purpose and intent of this section is to recognize that fences and/or walls serve legitimate private and public uses including but not limited to security and creating visual buffers between properties. These regulations are intended to establish standards that maximize the effectiveness of the fencing while preserving the views and safety of motorists, adjacent property owners and the public in general.

- A. A fence or wall, unless otherwise stated, hereinafter referred to as fence, is defined as a freestanding, vertical structure, constructed of man-made or natural materials, or a combination thereof. While it may accomplish the same objective as a man-made fence, living vegetative materials such as trees and shrubs are not considered a fence that requires a permit.
- B. A fence may provide any or all of the following: indicate a boundary; provide a barrier (either physical or visual); protect property; provide privacy; serve as an enclosure; control erosion or provide stability (such as is accomplished with a retaining wall); create a landscaping or ornamental effect.
- C. Fences are a permitted use in all zoning districts, provided that:
 - 1. No fences shall be allowed in any front yard, except where specifically authorized herein.
 - 2. Fences shall be limited to seven (7) feet in height within any side or rear yard.
 - 3. Fences shall be constructed of wood, brick, vinyl, ornamental iron or metal railing, chain link or stone. The exposed framing of each section of fence shall face the interior yard or property, e.g. the finished side shall face out.
 - 4. The owner of the property on which the fence is located is required to maintain the fence in a safe condition and plumb (vertical) to the ground. For fences erected close to a property line, fence owners are advised to consider future access to the exterior side of the fence for maintenance.
 - 5. Retaining walls over five (5) feet in height shall be designed and constructed under the responsible charge of a NC registered professional engineer.
 - 6. Fences built in conjunction with electric or gas substations, public works facilities, public recreation facilities or other similar uses shall not exceed ten (10) feet in height without specific approval of the Zoning Administrator. Fences of this type may be located within front yards with approval of the Zoning Administrator.
 - 7. No fence shall be constructed within or upon any street right-of-way. In addition, no fence shall be constructed within ten (10) feet of any street pavement.
 - 8. No fence or wall shall alter or impede the natural flow of water in any stream, creek, drainage swale, ditch or similar drainage feature.
 - 9. Fences made of mesh-type material, which may be easily trimmed/cut with scissors and used as a means to protect vegetation from animals may be located within front yards, provided it does not exceed six (6) feet in height or encompass more than 225 square feet (cumulatively) of the front yard.

CURRENT ORDINANCE

10. In residential zoning districts, fences shall not be constructed of material which may be dangerous or hazardous to the public, such as barbed or razor wire or other similar materials except in association with those uses permitted as a special use.
11. Fences constructed on or over utility easements are subject to be removed at the owner's expense subject to the terms of the easement.
12. Nothing in this section shall prevent the installation of temporary fences related to construction sites or sediment and erosion control. Temporary fences shall be removed within ten (10) days of the issuance of a certificate of zoning compliance for the project. Temporary fences must be removed within (90) days of their installation. A temporary permit may be extended for thirty (30) days.
13. It is the responsibility of the fence owner to insure that the fence is installed on their property.
14. Non-opaque fences may be located in the front yard of a lot zoned Business (BD), provided that the lot has a minimum of 100 feet of uninterrupted road frontage with a road maintained by the North Carolina Department of Transportation.
15. A zoning permit is required for the installation of any fence, except for the mesh-type fences described in Item 9, above.

Amended 11/18/2021

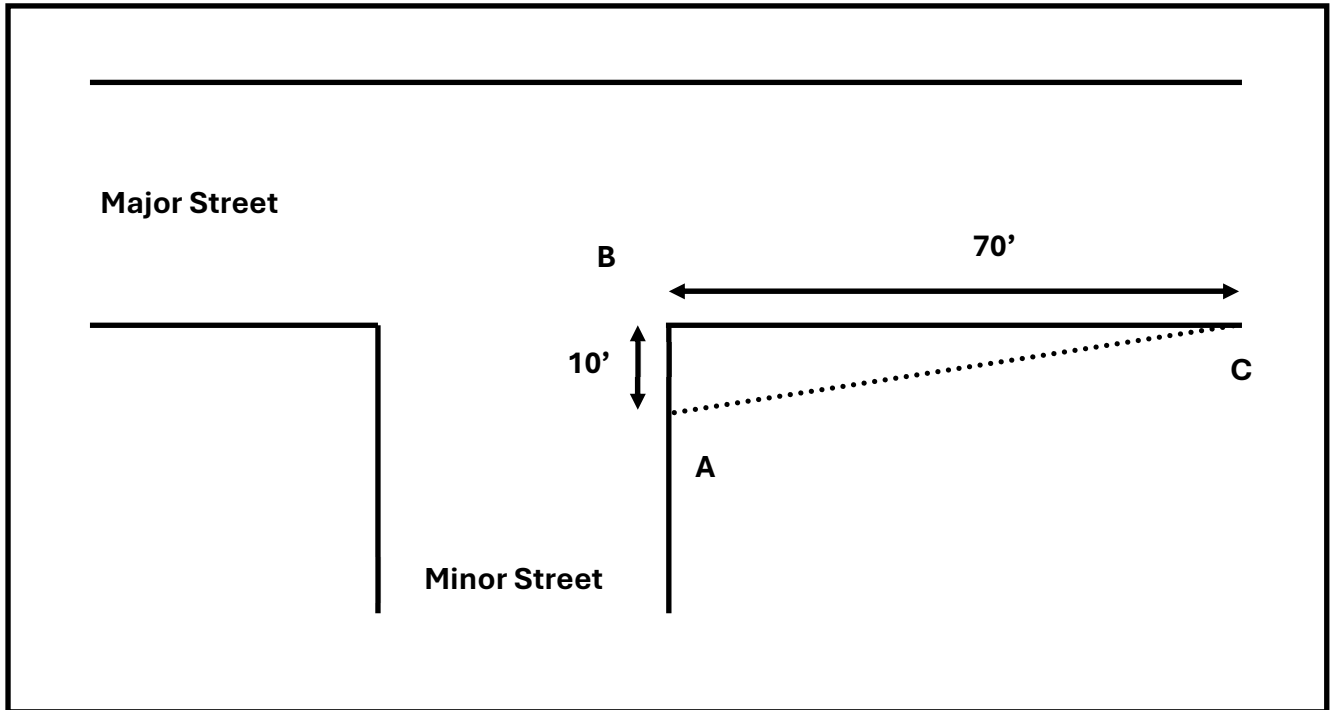
D. Visibility at intersections.

1. In all districts, a clear line of sight must be maintained within each line of sight triangle formed at the intersection of any street (public or private), excluding private driveways, with another street (public or private), so intersected.
2. To maintain a clear line of site, no fence, wall or other structure or planting of more than 3 feet may be placed within this sight triangle.
3. The dimensions of the line of sight triangle shall be a point 70 feet along and with the street so intersected from the point of intersection, a point 10 feet along and with the street from the point of intersection, and a straight line extending from the 2 points so located. (See example below.)

Amended 04/16/2009

- a) Point B – The point of intersection of the major street (street with the right of way) with the minor street (street which must yield to oncoming traffic).
- b) Point A – A point located 10 feet (measured along the pavement) from Point B on the minor street.
- c) Point C – A point located 70 feet (measured along the pavement) from Point B on the major street

CURRENT ORDINANCE



- E. Buffering. In applicable Zoning Districts, the provisions of §§ 15.02.220 et seq. of the Zoning Chapter shall apply.

§ 15.01.051 DEFINITIONS.

LOT TYPES.

- (1) **CORNER LOT.** A lot which occupies the interior angle of an intersection of 2 street rights-of-way which make an angle of more than 45 degrees and less than 135 degrees with each other. A **CORNER LOT** shall be deemed to have 1 front yard, 1 secondary front yard, 1 side yard and 1 rear yard.

§ 15.02.020 DEFINITIONS.

LOT, CORNER.

- (1) A lot which occupies the interior angle of the intersection of 2 street rights-of-way which make an angle of more than 45 degrees and less than 135 degrees with each other.
- (2) A **CORNER LOT** shall be deemed to have 1 front yard, 1 secondary front yard, 1 side yard and 1 rear yard.; provided, however, that for a **CORNER LOT** of record prior to 12-19-1990, the minimum side yard requirements for the main building shall be applicable to the front yard which is opposite the side yard.
- ~~(3) The owner shall be required to specify which is the side yard and which is the rear yard in his application for an initial zoning permit.~~

SECONDARY FRONT YARD

On a **CORNER LOT** the **SECONDARY FRONT YARD** is the area on the lot between the face of the main building and the lot line, adjacent to a street, but not the street for which the property is addressed. For example, 123 Smith Street, located at the corner of Smith and Jones Street – the area of the lot between the main building and Jones Street is the **SECONDARY FRONT YARD**.

SECONDARY STREET

On a **CORNER LOT**, the street that is adjacent to the lot, but not the street for which the property is addressed.

YARD.

- (1) The space on the same lot with the main building between the main building and the front lot line(s) (front yard), between the main building and the lot line adjacent to the **SECONDARY STREET** (secondary front yard), between the main building and the side lot line(s) (side yard), and between the main building and the rear lot line (rear yard).

§ 15.02.062 FENCES AND WALLS.

The purpose and intent of this section is to recognize that fences and/or walls serve legitimate private and public uses including but not limited to security and creating visual buffers between properties. These regulations are intended to establish standards that maximize the effectiveness of the fencing while preserving the views and safety of motorists, adjacent property owners and the public in general.

- A. A fence or wall, unless otherwise stated, hereinafter referred to as fence, is defined as a freestanding, vertical structure, constructed of man-made or natural materials, or a combination thereof. While it may accomplish the same objective as a man-made fence, living vegetative materials such as trees and shrubs are not considered a fence that requires a permit.
- B. A fence may provide any or all of the following: indicate a boundary; provide a barrier (either physical or visual); protect property; provide privacy; serve as an enclosure; control erosion or provide stability (such as is accomplished with a retaining wall); create a landscaping or ornamental effect.
- C. Fences are a permitted use in all zoning districts, provided that:
 1. No fences shall be allowed in any front yard, except where specifically authorized herein.
 2. Fences are permitted in secondary front yards on corner lots, provided they do not interfere with visibility as defined in Section D, and do not exceed [X] feet in height.
 3. Fences shall be limited to seven (7) feet in height within any side or rear yard.
 4. Fences shall be constructed of wood, brick, vinyl, ornamental iron or metal railing, chain link or stone. The exposed framing of each section of fence shall face the interior yard or property, e.g. the finished side shall face out.
 5. The owner of the property on which the fence is located is required to maintain the fence in a safe condition and plumb (vertical) to the ground. For fences erected close to a property line, fence owners are advised to consider future access to the exterior side of the fence for maintenance.
 6. Retaining walls over five (5) feet in height shall be designed and constructed under the responsible charge of a NC registered professional engineer.
 7. Fences built in conjunction with electric or gas substations, public works facilities, public recreation facilities or other similar uses shall not exceed ten (10) feet in height without specific approval of the Zoning Administrator. Fences of this type may be located within front yards with approval of the Zoning Administrator.
 8. No fence shall be constructed within or upon any street right-of-way. In addition, no fence shall be constructed within ten (10) feet of any street pavement.
 9. No fence or wall shall alter or impede the natural flow of water in any stream, creek, drainage swale, ditch or similar drainage feature.
 10. Fences made of mesh-type material, which may be easily trimmed/cut with scissors and used as a means to protect vegetation from animals may be located within front yards, provided it does not exceed six (6) feet in height or encompass more than 225 square feet (cumulatively) of the front yard.

PROPOSED ORDINANCE

11. In residential zoning districts, fences shall not be constructed of material which may be dangerous or hazardous to the public, such as barbed or razor wire or other similar materials except in association with those uses permitted as a special use.
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13. Nothing in this section shall prevent the installation of temporary fences related to construction sites or sediment and erosion control. Temporary fences shall be removed within ten (10) days of the issuance of a certificate of zoning compliance for the project. Temporary fences must be removed within (90) days of their installation. A temporary permit may be extended for thirty (30) days.
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16. A zoning permit is required for the installation of any fence, except for the mesh-type fences described in Item 9, above.

Amended 11/18/2021

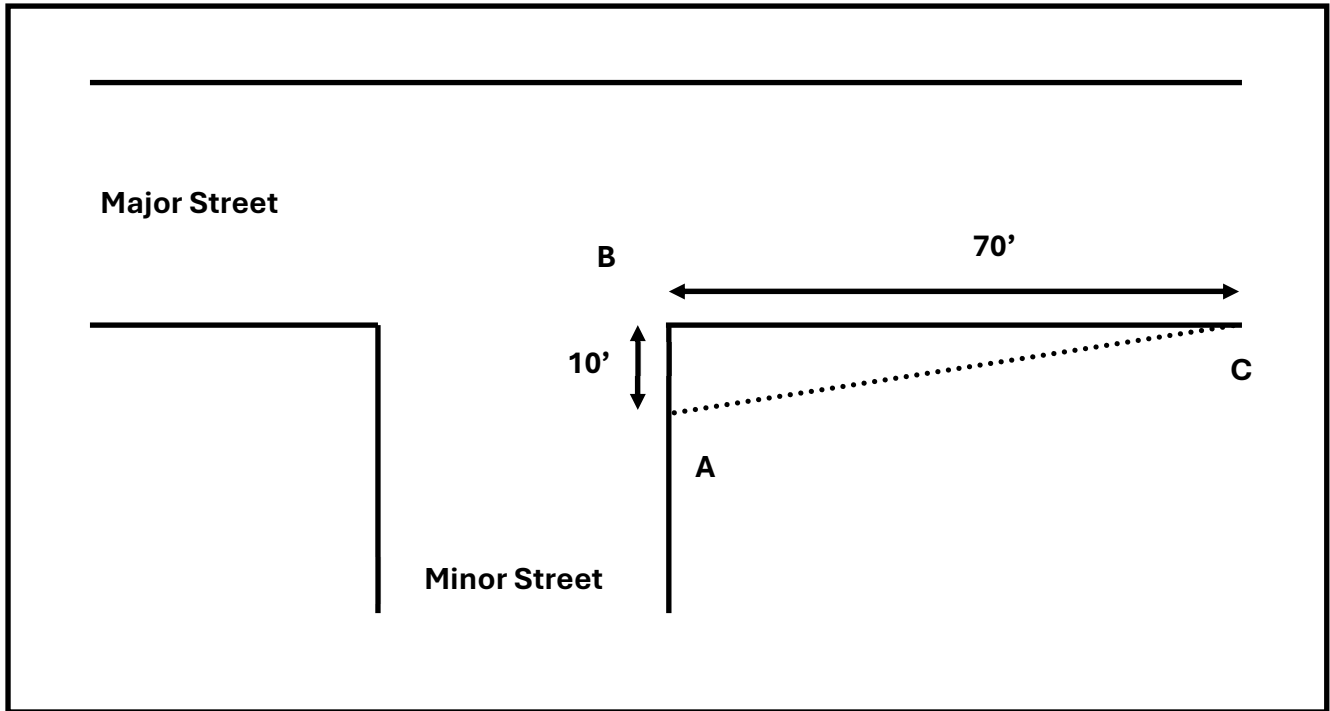
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Amended 04/16/2009

- a) Point B – The point of intersection of the major street (street with the right of way) with the minor street (street which must yield to oncoming traffic).
- b) Point A – A point located 10 feet (measured along the pavement) from Point B on the minor street.
- c) Point C – A point located 70 feet (measured along the pavement) from Point B on the major street

PROPOSED ORDINANCE



- E. Buffering. In applicable Zoning Districts, the provisions of §§ 15.02.220 et seq. of the Zoning Chapter shall apply.

§ 15.02.047 DISTRICT REQUIREMENTS.

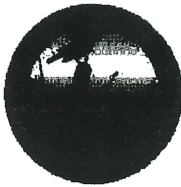
For convenience in the administration of this chapter, there is hereby established and made a part of this chapter the following schedule for the several districts setting forth minimum limitations and requirements. The requirements listed for each district as designated are subject to all provisions of this chapter and, unless otherwise indicated, shall be deemed to be the minimum requirements in every instance of their application.

<i>Schedule of District Requirements</i>										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Minimum Lot Area (SF)	20,000	20,000	15,000	-	6,500	20,000	20,000	-	-	20,000
District Size	-	-	-	5 acres	10 acres	-	-	-	-	4 acres
Density	-	-	-	*	†	-	‡	-	-	‡
Minimum Front Lot Line (FT)	90**	90**	85**	50††	50††	-	100	-	-	100
Minimum Bldg. Set Back (FT)	30	30	30	25	25	40	40	-	-	40
Minimum Side Yard (FT)										
Main Building	10	10	10	10	10	10	10	-	-	10
Accessory Building	5	5	5	5	5	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Minimum Rear Yard (FT)										
Main Building	15	15	15	15	15	10	20	-	-	20
Accessory Building	10	10	10	10	10	-	-	-	-	-
Swimming Pool	10	10	10	-	-	10	-	-	-	-
Tennis Court	15	15	15	-	-	10	-	-	-	-
Accessory Building	PLEASE REFERENCE CHART IN §15.02.061									
Maximum Lot Coverage by Bldg. Impervious Surface (%)	24	24	24	24	30	24	24	-	-	24

Schedule of District Requirements										
	R-20	R-20A	R-15	PDR-MF	PDR-SF	ID	BD	WP	AGR	PD-BD
Maximum Height (FT)										
Main Building	34	34	34	34	34	34	34	-	-	34
Accessory Building	The lesser of 18 FT or one (1) story									
CAMA and FEMA setbacks, if applicable, take priority to Town designated setbacks.										
*Density – PDR-MF – No more than 6.5 dwelling units per acre. †Density – PDR-SF – No more than 4 dwelling units per acre. ‡Density – BD, PD-BD – Nor more than 4 business units per acre. **Min. Front Lot Line – R-20, R-20A, R-15 – 40 FT on cul-de-sac. ††Min. Front Lot Line – PDR-MF, PDR-SF – 25 FT on cul-de-sac.										

Penalty, see § 1.01.999

Amended 11/18/2021



RECEIVED

JUN 09 2025

TOWN OF RIVER BEND

Town of River Bend

45 Shoreline Drive
River Bend, NC 28862
T 252.638.3870
F 252.638.2580
www.riverbendnc.org

REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Planning Board

BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Richard Taylor
NAME

richardtaylor@aol.com
E-MAIL ADDRESS

298 Shoreline Drive
STREET ADDRESS

703-789-7898
PHONE #

If you listed a post office box, do you live in the Town of River Bend? ☐ Yes ☐ No

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION

Regularly attend Planning Board meetings and Town Council meetings to facilitate my comprehensive understanding of Town budgeting, operations, governance and development.

Possess a strong interest and understanding of our community, including Town history as well as current initiatives and opportunities. I have broad experience with citizen engagement and community decision-making processes.

I believe it is critical to represent the entire community; not personal or specific business interests.

Senior Marketing and C-Suite leadership roles in the US and Internationally with:

Bacardi USA - Burger King - Aol - Goal Financial - WiseChoice - Echo360

General Business Consulting with numerous Tech Start-Ups in various categories:

Automotive, B:C SaaS Platforms, Cloud Storage Infrastructure and BioTech

- Board of Directors, Warrior to Cyber Warrior 2012-2016
- Board of Advisors, International Tennis Hall of Fame 2006-2012
- Board of Directors, Burger King Foundation, 1998-2002

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for two years after its submission. If after two years, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.

Please submit application to
townclerk@riverbendnc.org

SIGNATURE

June 6, 2025
DATE

**RECEIVED****TOWN OF RIVER BEND****OCT 25 2024****TOWN OF RIVER BEND**45 Shoreline Drive
River Bend, NC 28562T 252.638.3870
F 252.638.2580

www.riverbendnc.org

REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONSPlanning Board

BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Edwin Vargas

NAME

edwinvargasnavy@yahoo.com

E-MAIL ADDRESS

119 Randomwood Lane, River Bend, NC 252-259-1445

STREET ADDRESS

PHONE #

If you listed a post office box, do you live in the Town of River Bend? ☒ Yes ☐ No

PLEASE LIST ANY EDUCATION, SPECIAL SKILLS, OR EXPERIENCE YOU HAVE THAT WOULD BE OF USE TO THE TOWN COUNCIL IN CONSIDERING YOUR APPLICATION (Please include any committees you have belonged to and offices held that would be helpful in considering your application):

My 17 years as a citizen advocate for the City of
New Bern I bring experience and input. I attend
the Metropolitan Planning Committee meetings each
month on improvements of roads which have
a positive effect on River Bend due to areas
being developed west of it. I do not hold
a position on any boards.

IF YOU NOW SERVE OR HAVE SERVED ON ANY TOWN COMMITTEES, PLEASE LIST DATES:

NONE

This information will be used by the Town Council in making appointments to Boards and Commissions, and in the event you are appointed, it may be used as a news release to identify you to the community. This form will be retained by the Town for two years after its submission. If after two years, you have not been appointed and wish to be considered for future appointments, you must resubmit your application.

Please submit application to
townclerk@riverbendnc.org

Edwin Vargas 10-24-24

SIGNATURE

DATE