

RIVER BEND PLANNING BOARD

August 6th, 2026 at 6:00pm
River Bend Municipal Building
51 Shoreline Drive, River Bend, NC

I. CALL TO ORDER – *Bob Kohn*

II. ELECTION OF BOARD OFFICERS

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

IV. REPORTS

a. Summary of permits issued – *Allison McCollum*

b. Town Council Update – *Buddy Sheffield*

V. 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.

VI. OLD BUSINESS – *All*

a. None

VII. NEW BUSINESS – *All*

a. Review of Planning Board Member Applications

b. Discussion of Decorative Driveway Markers/Pillars

VIII. OTHER – *All*

a. Next regular meeting on 3 September 2026

IX. CALL FOR ADJOURNMENT - *All*

Town of River Bend Planning Board

Minutes for Regular Meeting – 2 April 2026 – River Bend Municipal Building

Board Members present: Chairman Egon Lippert, Vice Chair Bob Kohn, Keith Boulware, Bernard Bush, Linda Cummings, Richard Taylor

Board Members absent: Kathleen Fleming

Others present: Councilman Buddy Sheffield, Town Manager Delane Jackson, Assistant Zoning Administrator Allison McCollum, Brian Ketchem, Amy Schaefer, and 9 members of the public

1. Call to Order

The regularly scheduled Planning Board meeting was called to Order at 6:00 PM on Thursday, 2 April 2026, in the River Bend Municipal Building meeting room with a quorum present.

2. Approval of 5 March 2026 Regular Meeting Minutes

The Board reviewed the Minutes of the 5 March 2026 Regular Meeting. **Motion** was made by Board Member Keith Boulware to accept the Minutes as presented, with one typo corrected. Motion was **seconded** by Board Member Bernard Bush. **Motion carried unanimously.**

3. 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 month of March 2026. 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.

4. Public Comment

Mr. Barry Gasparo spoke, thanking Mr. Brian Ketchem for meeting independently with several Lakemere residents to discuss questions and concerns they had regarding potential drainage impacts from the proposed Kirkland Creek subdivision.

5. Old Business

- a. Town Manager Delane Jackson presented some minor updates to proposed plans and documents for the Kirkland Creek subdivision preliminary plat submission. He pointed out some specific changes, including some fine-tuning in drainage/retention pond areas and sidewalks, as discussed at the last meeting. Brian Ketchem, from Ellis Developments Group, answered a few follow-up questions from the Board related to drainage.

Town Manager Delane Jackson noted that the staff felt comfortable with the sewer/water/drainage issues after these updates and reviews from the Town Engineer and recommended Planning Board action as he felt that items under the purview of the Planning Board had been sufficiently addressed.

Chairman Egon Lippert made the following **motion**:

Recommend approval of the Kirkland Creek Community preliminary subdivision plat, dated March 24, 2026, contingent upon utility construction details being approved by the Town Council.

Motion was **seconded** by Vice Chair Bob Kohn. **Motion carried unanimously.**

- b. Chairman Egon Lippert asked the Board if there were any further questions or discussion regarding the Special Use Permit application for a new wireless communications tower at Parcel #8-205-2000.

As there was no further discussion, Chairman Egon Lippert **motioned** to approve that the Special Use Permit be sent to the Board of Adjustment for review. Board Member Richard Taylor **seconded** the motion. The motion **carried unanimously.**

6. New Business

None.

7. Other

The next regular meeting is scheduled for Thursday, May 7th, 2026 at 6pm.

8. Adjournment

Motion was made by Board Member Keith Boulware to adjourn the meeting. Motion was **seconded** by Vice Chair Bob Kohn. **Motion carried unanimously** and the meeting adjourned at 6:22 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

April 2026

Permit Type	Total Issued	Total Project Cost
Residential Zoning	5	\$117,546.71
Commercial Zoning	2	\$1,332,662.00
Sign	1	N/A
Right-of-Way Access (Utility)	4	N/A

The total amount of permit fees collected for April 2026 is **\$3,536.00**

May 2026

Permit Type	Total Issued	Total Project Cost
Flood	5	\$86,003.83
Residential Zoning	6	\$106,503.83

The total amount of permit fees collected for May 2026 is **\$503.60**

June 2026

Permit Type	Total Issued	Total Project Cost
Flood	5	\$118,297.00
Residential Zoning	11	\$218,703.84

The total amount of permit fees collected for June 2026 is **\$905.20**

July 2026

Permit Type	Total Issued	Total Project Cost
Flood	4	\$70,416.37
Residential Zoning	8	\$244,350.37

The total amount of permit fees collected for July 2026 is **\$834.11**

RECEIVED



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TOWN OF RIVER BEND

Town of River Bend

45 Shoreline Drive
River Bend, NC 28562

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F 252.638.2580

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REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Planning Board
BOARD/COMMISSION FOR WHICH YOU ARE APPLYING
Patty Leonard
NAME
pattyleonard58@yahoo.com
E-MAIL ADDRESS
106 Knotline Road
STREET ADDRESS
614-620-4111
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):

I have 2 years college Law Enforcement no degree
Serve on Board of Adjustment, Town of River Bend as
vice chair. Serve on Environment and Waterways
Board as Secretary. Serve as Town Representative
on ECCOG. Volunteer on Community Watch, Serve
as principal for Friends Helping Friends, previously
served on Parks and Rec Advising Board - 2019

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

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

Patricia M. Leonard
SIGNATURE
12/5/2025
DATE



TOWN OF RIVER BEND
45 Shoreline Drive, River Bend, NC 28562-8970
Phone (252)638-3870 Fax (252)638-2580
Office Hours: 8 a.m. to 4 p.m. Mon.-Fri.
mail@riverbendnc.org • www.riverbendnc.org

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NOV 20 2025
TOWN OF RIVER BEND

REQUEST FOR APPOINTMENT TO BOARDS OR COMMISSIONS

Planning Board

BOARD/COMMISSION FOR WHICH YOU ARE APPLYING

Barbara Maurer

NAME

300 Shoreline Drive

ADDRESS

bjmaurer@gmail.com

E-MAIL ADDRESS

252-670-0757

PHONE NUMBER

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):

Twenty-two year history of service to River Bend (See below)

Planned, developed, coordinated numerous programs during 32.5 year career in county government and 30 year academic (college-level) career.

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

Town Council 2011-2015, June-Dec 2017, 2021-2024; EWAB 2004-2005, CAC 2003-2011 (Secy) + Council liaison 2011-15 & 2021-24, Parks & Recreation 2004-2011 (Secy, Chair) + Council liaison 2011- 2015 & 2021-2022, RB 25TH Anniv.Comm., Search Committees for Town Manager (Delane Jackson), Police Chief (Ryland Matthews), Fourth of July Comm.- 2004-2022, RB Community Organic Garden (founding member) – 2012-present

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Barbara Maurer
SIGNATURE

11/20/25
DATE

Please submit application to
townclerk@riverbendnc.org



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JUN 26 2026

TOWN OF RIVER BEND

TOWN OF RIVER BEND

45 Shoreline Drive
River Bend, NC 28562

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

Jeffrey Meyer

NAME

50jmeyer@gmail.com

E-MAIL ADDRESS

266 Shoreline Dr., River Bend, NC 28562

STREET ADDRESS

636-485-0758

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):

B.S. in Advanced Tech Studies & Associates in Construction Tech. 27 year career w/ Nestle Purina & Sr. Manager. Involved w/ large Capital projects & long term planning for factory operations. Also former H.O.A. President-Wentzville MO. Former Chairman of the Transportation & Logistics Council. EWAB Member. Community Watch Member

Thanks, Jeffrey Meyer

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

EWAB 2025-current & Community Watch 2024-current

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Please submit application to
townclerk@riverbendnc.org

SIGNATURE

DATE

TRB Form 4 Rev. 11/21

**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

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Please submit application to
townclerk@riverbendnc.org

Edwin Vargas 10-24-24

SIGNATURE

DATE

§ 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.

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.

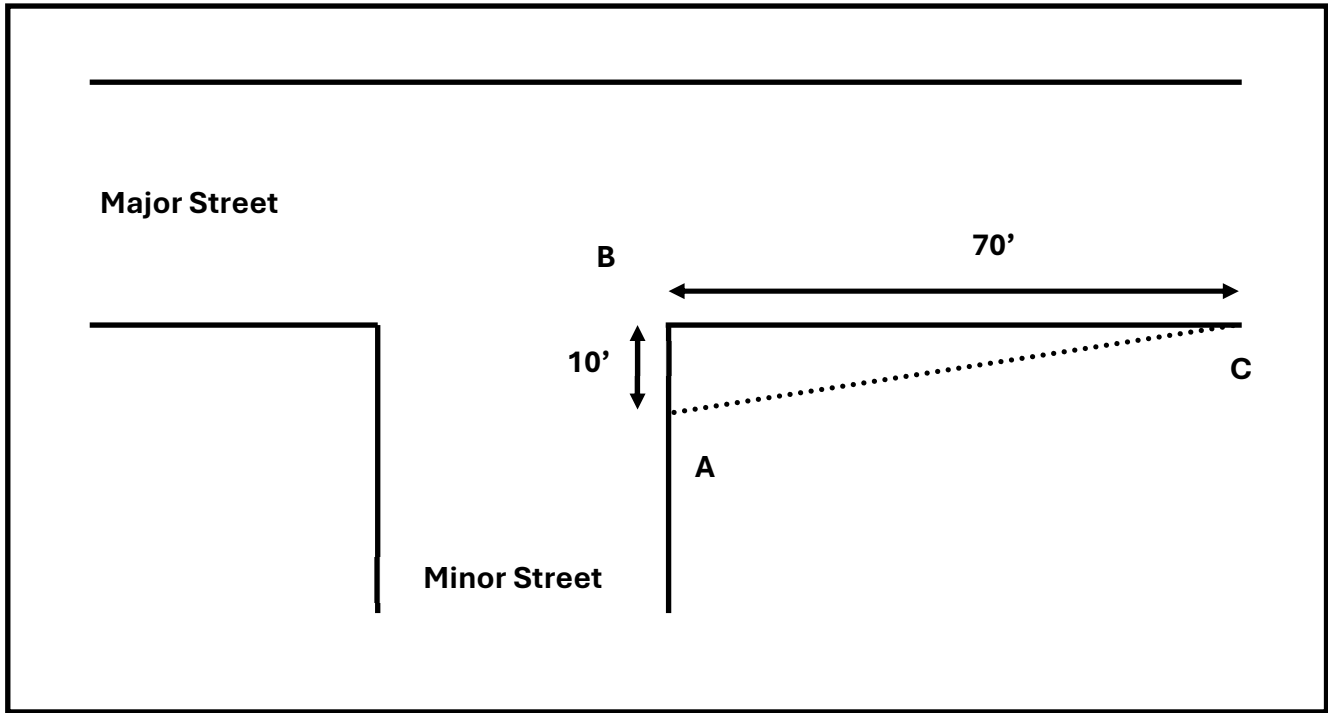
Amended 11/18/2021

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



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