

RIVER BEND PLANNING BOARD

September 3rd, 2026 at 6:00pm
River Bend Municipal Building
51 Shoreline Drive, River Bend, NC

I. CALL TO ORDER – *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.** Review of Planning Board Member Applications
- b.** Discussion of Decorative Driveway Markers/Pillars

VI. NEW BUSINESS – *All*
None.

VII. OTHER – *All*

- a.** Next regular meeting on 1 October 2026

VIII. CALL FOR ADJOURNMENT - *All*

Town of River Bend Planning Board

Minutes for Regular Meeting – 6 August 2026 – River Bend Municipal Building

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

Board Members absent: None

Others present: Councilman Buddy Sheffield, Town Manager Delane Jackson, Assistant Zoning Administrator Allison McCollum, and 3 members of the public

1. Call to Order

The regularly scheduled Planning Board meeting was called to Order at 6:00 PM on Thursday, 6 August 2026, in the River Bend Municipal Building meeting room with a quorum present. Vice Chair Bob Kohn took a moment to thank and recognize Egon Lippert for his many years of service to the Planning Board. Special recognition will be given to former Planning Board Chair Egon Lippert at the 20 August 2026 meeting of the Town Council.

2. Election of Board Officers

Councilman Buddy Sheffield took over the proceedings for the Planning Board to elect Board Officers as required by ordinance. He asked for a volunteer or a nomination from the Board Members for Chair. Board Member Linda Cummings motioned to name Bob Kohn as Chairman. Board Member Kathleen Fleming seconded the motion. All other Board Members voted aye. Motion passed.

Newly elected Chair Bob Kohn asked for a volunteer or nomination from the Board Members for Vice Chair. Board Member Kathleen Fleming motioned to name Richard Taylor as Vice Chair. Board Member Keith Boulware seconded the motion. Motion carried unanimously.

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

3. Approval of 2 April 2026 Regular Meeting Minutes

The Board reviewed the Minutes of the 2 April 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.**

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 April,

May, June, and July 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.

5. Public Comment

None.

6. Old Business

None.

7. New Business

a. Review of Planning Board Member Applications

Chairman Bob Kohn suggested that the Board review the applications and plan on making a recommendation at the next regular meeting. Two of the four applicants were present at the meeting – Patty Leonard and Barbara Maurer. The Board agreed to revisit the topic at the next meeting.

b. Discussion of Decorative Driveway Entry Fences/Walls

Town Manager Delane Jackson presented a slideshow with 20+ examples of driveway entry fences/walls at properties throughout River Bend. He explained that our current fence ordinance does not address these structures at all, and historically the Town staff has neither permitted nor enforced any guideline related to these structures. He asked that the Board consider the examples shown and review the Town's current ordinance to see if they would like to add to or modify the existing ordinance to better clarify the ambiguity surrounding these structures. Assistant Zoning Administrator Allison McCollum noted that this topic had been previously discussed by the Planning Board at the 3 August 2017 meeting and offered to send those minutes via email to the Board as food for thought. The Board asked questions as needed and agreed to revisit the topic at the next meeting.

8. Other

The next regular meeting is scheduled for Thursday, September 3rd, 2026 at 6pm.

9. Adjournment

Motion was made by Board Member Keith Boulware to adjourn the meeting. Motion was **seconded** by Board Member Bernard Bush. **Motion carried unanimously** and the meeting adjourned at 6:48 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

August 2026

Permit Type	Total Issued	Total Project Cost
Residential Zoning	3	\$23,966.00
Floodplain Development	2	\$20,966.00

The total amount of permit fees collected for August 2026 is **\$174.00**

RECEIVED



DEC 08 2025

TOWN OF RIVER BEND

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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.

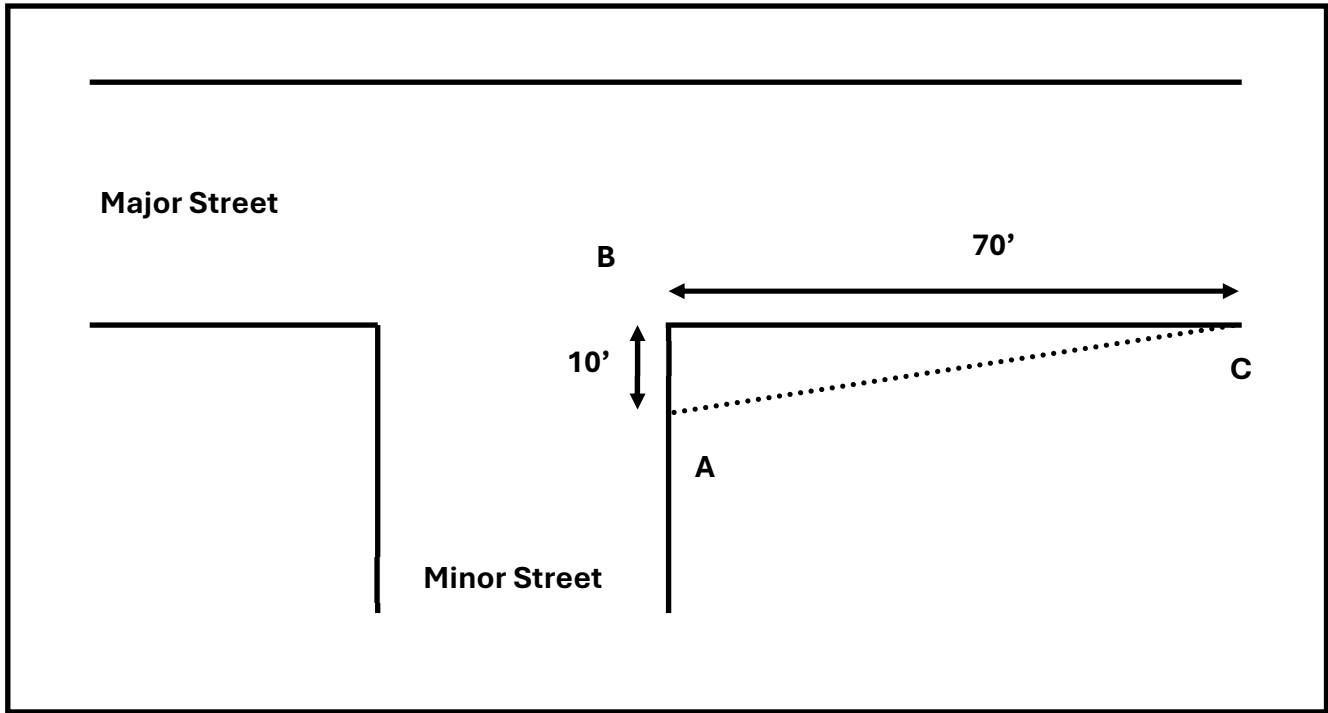
Amended 11/18/2021

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.