

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, 2 October 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. Board Member Keith Boulware **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

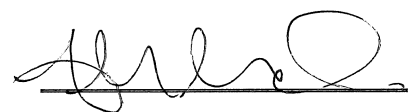
- a. The Board discussed the updated draft Comprehensive Plan that was first provided to them at the April 2025 meeting. After a brief discussion, the Board asked that the draft ordinance be shared with the other advisory boards for the Town of River Bend, to solicit their opinions about and input for 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.

A handwritten signature in black ink, appearing to read 'Allison McCollum', written over a horizontal line.

Allison McCollum, Secretary