

Town of River Bend Planning Board

Minutes for Regular Meeting – 5 March 2026 – River Bend Municipal Building

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

Board Members absent: None

Others present: Councilman Buddy Sheffield, Councilwoman Kathy Noonan, Town Manager Delane Jackson, Assistant Zoning Administrator Allison McCollum, Eric Dahl, Brian Ketchem, Keith Robbins, 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, 5 March 2026, in the River Bend Municipal Building meeting room with a quorum present.

2. Recognition of New Board Member

Chairman Egon Lippert recognized that since the last meeting, the Town Council appointed Richard Taylor to fill a vacancy on the Planning Board. Richard Taylor took the oath to serve on Thursday, November 20th, 2025.

3. Approval of 6 November 2025 Regular Meeting Minutes

The Board reviewed the Minutes of the 6 November 2025 Regular Meeting. **Motion** was made by Vice Chair Bob Kohn to accept the Minutes as presented. Motion was **seconded** by Board Member Bernard Bush Kohn. **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 November 2025 through February 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

- a. Town Manager Delane Jackson presented the latest submission for the newly renamed Kirkland Creek Subdivision (formerly Aare Creek). He pointed out some specific changes, including changes in drainage/retention pond areas, sidewalks, and plantings. Brian Ketchem, from Ellis Developments Group, answered questions from the Board related to drainage, stormwater impacts, and anticipated timelines if the project moves forward.

Town Manager Delane Jackson laid out the next steps to the Planning Board. There are some remaining issues to be addressed by the developer and engineering teams. The expectation is that will be ready by the 2 April 2026 meeting of the Planning Board.

- b. AZA Allison McCollum reintroduced the Comprehensive Plan draft to the Planning Board. The Parks and Recreation Board had reviewed the Comprehensive Plan and submitted comments for the Planning Board's consideration.

After some discussion, Board Member Linda Cummings **motioned** to accept the plan as is, with no additional changes and recommend the plan to the Town Council. Board Member Kathleen Fleming **seconded** the motion. The motion **carried** with five [5] in favor and two [2] against.

7. New Business

- a. AZA Allison McCollum presented the Board with a Special Use Permit for a wireless communications tower to be located on Parcel #8-205-2000. She described the overall process and requirements for Special Use Permits and what the Planning Board's role is in the process. Amy Schaefer -- representing the applicant, Harmoni Towers -- gave a brief presentation of the plans for the tower and reviewed the code requirements. The Board asked questions relating to noise created by the generator, height and visibility of the tower, and security of the site.

Chairman Egon Lippert **motioned** to recommend the Special Use Permit to the Board of Adjustment. Board Member Kathleen Fleming **seconded** the motion. After some brief discussion, wherein several Board Members expressed an interest in looking at the site and getting some further information before recommending the SUP, Chairman Lippert **removed** his motion.

Board Member Richard Taylor **motioned** to table the discussion until the next Planning Board meeting. Vice Chair Bob Kohn **seconded** the motion. There was a short discussion of the process for Special Use Permits again. **Motion carried unanimously.**

8. Other

The next regular meeting is scheduled for Thursday, April 2nd, 2026 at 6pm.

9. 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 7:36 PM.

Allison McCollum, Secretary

DRAFT