

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