

# **RIVER BEND PLANNING BOARD**

**January 4<sup>th</sup>, 2024 at 6:00pm**  
**River Bend Municipal Building**  
**51 Shoreline Drive, River Bend, NC**

- I. CALL TO ORDER – *Bob Kohn***
- II. ADMINISTER OATH OF OFFICE – *Town Clerk***
- 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. Discussion of subdivision sketch plan for Aare Creekside Community (Parcel #8-200-029)**
- VIII. OTHER – *All***
  - a. Next regular meeting on 1 February 2024**
- IX. CALL FOR ADJOURNMENT - *All***

# Town of River Bend Planning Board

Minutes for Regular Meeting – 3 August 2023 – River Bend Municipal Building

**Board Members present:** Chairman Egon Lippert, Vice Chair Bob Kohn, Keith Boulware, Linda Cummings, Kathleen Fleming, Kelly Forrest

**Board Members absent:** None

**Others present:** Councilman Buddy Sheffield, Councilwoman Barbara Maurer, Town Manager Delane Jackson, Assistant Zoning Administrator Allison McCollum, 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, 3 August 2023, in the River Bend Municipal Building meeting room with a quorum present.

## 2. Approval of 1 June 2023 Regular Meeting Minutes

The Board reviewed the Minutes of the 1 June 2023 Regular Meeting. **Motion** was made by Board Member Keith Boulware to accept the Minutes as presented. Motion was **seconded** by Vice Chair Bob Kohn. **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 months of June and July 2023. 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 Council had a member resign, so have begun the process of filling the unoccupied seat. The Council will be revisiting the Conditional Zoning topic at an upcoming meeting. The Board asked questions as needed.

## 4. Public Comment

Ms. Noreen Fitzgerald spoke. She is of the opinion that Planning Board members should not be realtors, developers, or involved in the construction field. She believes it is a conflict of interest. She also stated that she is opposed to rezoning.

## 5. Old Business

a. **Approval of Consistency Statement for previously recommended rezoning request by Jay Ammon (Parcel #8-206-083)**

**Motion** was made by Chairman Egon Lippert to approve the Consistency Statement for the previously recommended rezoning request by Jay Ammon at the April 2023 meeting. Motion was **seconded** by Vice Chair Bob Kohn. **Motion carried unanimously.** The consistency statement was signed by Chairman Egon Lippert and witnessed by Secretary Allison McCollum.

## 6. New Business

### a. Election of Board Chair, Vice Chair, and Secretary.

Councilman Buddy Sheffield took over the proceedings so that the Planning Board could elect a Chair, Vice Chair, and Secretary as required by ordinance. He asked for a volunteer or a nomination from the Board Members for Chair. Board Member Bob Kohn **motioned** to name Egon Lippert as Chairman. Board Member Linda Cummings **seconded** the motion. **Motion carried unanimously.** Chairman Egon Lippert accepted the position.

Councilman Sheffield 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 Kelly Forrest **seconded** the motion. **Motion carried unanimously.** Vice Chair Bob Kohn accepted the position.

Councilman Sheffield 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. Vice Chair Bob Kohn **seconded** the motion. **Motion carried unanimously.** AZA Allison McCollum accepted the position.

### b. Rezoning Request by Robert Davis & Kimberly Dow (Parcel #8-206-083)

Town Manager Delane Jackson presented the rezoning request and supplemental information provided by the applicants, Mr. Robert Davis and Ms. Kimberly Dow. The Board asked questions as needed, which were answered by both Town Manager Jackson and Mr. Robert Davis. **Motion** was made by Board Member Keith Boulware to adopt the Public Comment Policy as presented. Motion was **seconded** by Vice Chair Bob Kohn. **Motion carried unanimously.**

**Motion** was made by Vice Chair Bob to approve the Consistency Statement for the just approved rezoning request. Motion was **seconded** by Board Member Keith Boulware. **Motion carried unanimously.** The consistency statement was signed by Chairman Egon Lippert and witnessed by Secretary Allison McCollum.

### c. Applicant interviews; selection to fill vacant Planning Board seat

After a brief, two-minute recess, Chairman Egon Lippert explained the process for filling the vacant seat and asked each of the candidates present to briefly introduce themselves and explain why they want the position. Ms. Lisa Benton, Ms. Carolyn Gadwell, Mr. John Hall and Ms. Carina Wordham each spoke in turn – summarizing information that they listed on their application for the Board. The Board asked questions as needed. Chairman Egon Lippert asked all Planning Board members to write their candidate of choice on the provide papers and sign their name. Ms. Lisa Benton received two votes, Ms. Carolyn Gadwell received three votes, Mr. John Hall received no votes, and Ms. Carina Wordham received one vote. Ms. Carolyn Gadwell was selected by majority vote to fill the vacancy and will be recommended to the Town Council.

**7. Other**

The next regular meeting is scheduled for Thursday, September 7<sup>th</sup>, 2023 at 6pm.

**8. Adjournment**

**Motion** was made by Board Member Keith Boulware to adjourn the meeting. Motion was **seconded** by Board Member Kelly Forrest. **Motion carried unanimously** and the meeting adjourned at 7:03 PM.

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Allison McCollum, Secretary

DRAFT



## TOWN OF RIVER BEND

45 Shoreline Drive  
River Bend, NC 28562

T 252.638.3870  
F 252.638.2580

[www.riverbendnc.org](http://www.riverbendnc.org)

### August 2023

| Permit Type        | Total Issued | Total Project Cost |
|--------------------|--------------|--------------------|
| Flood              | 2            | \$59,539.00        |
| Residential Zoning | 6            | \$82,739.00        |
| Home Occupation    | 1            | N/A                |

The total amount of permit fees collected for August 2023 is **\$457.20**

### September 2023

| Permit Type        | Total Issued | Total Project Cost |
|--------------------|--------------|--------------------|
| Residential Zoning | 1            | \$9,595.00         |

The total amount of permit fees collected for September 2023 is **\$48.00**

### October 2023

| Permit Type        | Total Issued | Total Project Cost |
|--------------------|--------------|--------------------|
| Flood              | 1            | \$45,164.00        |
| Residential Zoning | 5            | \$82,414.00        |

The total amount of permit fees collected for October 2023 is **\$358.00**

**November 2023**

| <b>Permit Type</b> | <b>Total Issued</b> | <b>Total Project Cost</b> |
|--------------------|---------------------|---------------------------|
| Flood              | 4                   | \$289,700.00              |
| Residential Zoning | 7                   | \$602,700.00              |

The total amount of permit fees collected for November 2023 is **\$1,269.00**

**December 2023**

| <b>Permit Type</b> | <b>Total Issued</b> | <b>Total Project Cost</b> |
|--------------------|---------------------|---------------------------|
| Residential Zoning | 4                   | \$20,030.00               |

The total amount of permit fees collected for December 2023 is **\$156.00**







LOCATION: 403 OLD POLLOCKSVILLE RD  
 COUNTY: CRAVEN  
 PARENT PIN: 8-200-029  
 DB/PG: DB 1234, PG 649  
 ZONING: R-15  
 ACREAGE: 73.22 AC  
 LAND CLASS: RESIDENTIAL

**SITE INFORMATION:**  
 MINIMUM BUILDING SETBACKS: SINGLE FAMILY HOMES  
 FRONT YARD: 30'  
 SIDE YARD: 10'  
 REAR YARD: 15'  
 CORNER YARD: N/A

**RIGHT OF WAY & OTHER AREAS:**  
 NATURAL WETLANDS: 158,379 SF (3.63 AC)

**LOT ACREAGE:**  
 TOTAL NUMBER PROPOSED LOTS: 132 LOTS  
 PROPOSED DENSITY: 1.80 DU/AC  
 MINIMUM PROPOSED LOT SIZE: 15,000 SF  
 MAXIMUM PROPOSED LOT SIZE: 35,972 SF (SINGLE FAMILY LOT 15)  
 AVERAGE PROPOSED LOT SIZE: 18,759 SF  
 MINIMUM PROPOSED LOT WIDTH: 85'

**TYPE OF LOT BREAKDOWN:**  
 SINGLE FAMILY (15,000 SF): 132 LOTS

**IMPERVIOUS AREAS:**  
 ROADWAYS / PARKING: 164,303 SF (3.77 AC)  
 LOTS (4,000 SF/LOT): 528,000 SF (12.12 AC)  
 TOTAL ON-SITE IMPERVIOUS AREA: 692,303 SF (15.89 AC)  
 TOTAL ON-SITE IMPERVIOUS PERCENT: 21.68%  
 TOTAL LIMITS OF DISTURBANCE AREA: 2,895,499 SF (66.47 AC)

**OPEN SPACE BREAKDOWN:**  
 PROPERTY BOUNDARY: 3,192,403 SF (73.28 AC)  
 REQUIRED OPEN SPACE (15% OF TOTAL LOT AREA): 374,259 SF (8.59 AC)  
 PROVIDED OPEN SPACE: 11,548 SF (0.26 AC)  
 PARK: 26,630 SF (0.61 AC)

**UTILITY DEMANDS:**  
 SEWAGE USAGE: XX  
 WATER USAGE: XX

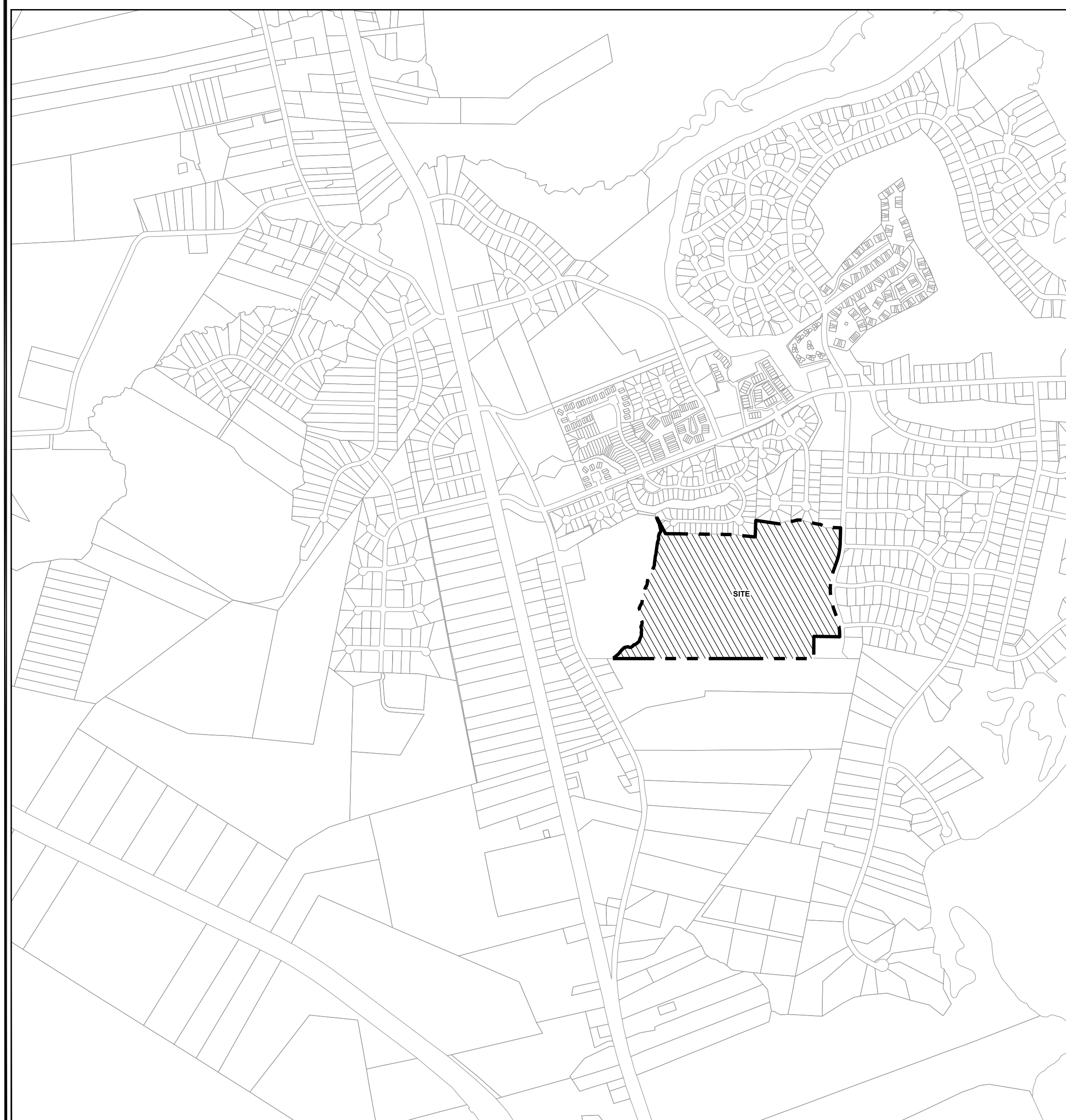
**STREET TYPE SUMMARY:**  
 60' ROW SECTION: 7,746 LF

The zoning classification(s) of the tract and of adjacent properties.  
 Tract: R-15  
 R-20A Undeveloped north and south  
 R-6 Lakemere development  
 R-20 South of Plantation Development

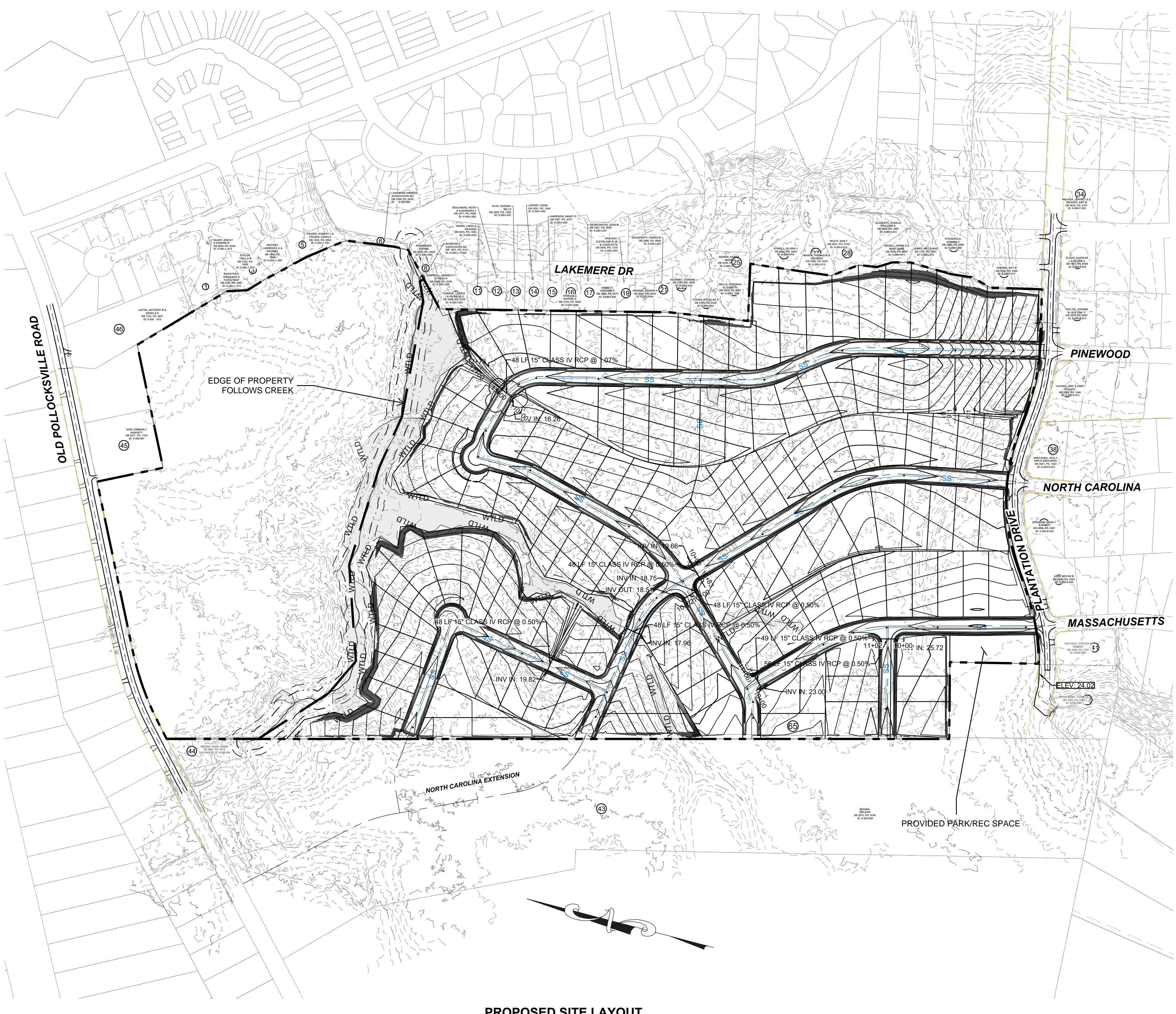
# AARE CREEKSID COMMUNITY

**CIVIL ENGINEERING:**  
 STRONG ROCK ENGINEERING GROUP, PLLC  
 PO BOX 55992  
 RALEIGH, NC 27624  
 COMPANY LICENSE #: P-2166  
 CONTACT: JOSH LAMBERT, PE  
 PHONE: 984-200-1932 (O)  
 josh@strongrockgroup.com

**OWNER:**  
 OWNER: DAVIS, ROBERT H.  
 MAILING ADDRESS: PO BOX 3702  
 CITY: NEW BERN  
 STATE: NC  
 ZIP: 28564  
 PHONE: 252-514-3150



VICINITY MAP  
 1" = 1000'



PROPOSED SITE LAYOUT  
 1" = 200'

THIS PLANSET AND ANY ASSOCIATED DOCUMENTS ARE PRELIMINARY AND NOT AUTHORIZED FOR CONSTRUCTION UNTIL SIGNED, DATED, AND OFFICIALLY RELEASED FOR CONSTRUCTION BY THE ENGINEER OF RECORD.

|   |                      |                |                 |              |
|---|----------------------|----------------|-----------------|--------------|
| SEAL:   | NO.                  | REVISIONS      | DATE            | BY           |
|   |                      |                |                 |              |
|   |                      |                |                 |              |
| <small>STRONG ROCK ENGINEERING GROUP, PLLC   COMPANY LICENSE # P-2166<br/>       305 CHURCH AT NORTH HILLS STREET, SUITE 1110 RALEIGH, NC 27609   INFORMATION@STRONGROCKGROUP.COM</small> |                      |                |                 |              |
| STRONG ROCK PROJECT   | NOT FOR CONSTRUCTION | SCALE AS SHOWN | DESIGNED BY JWL | DRAWN BY SRG |
| <p>AARE CREEKSID COMMUNITY<br/>       RIVER BEND, CRAVEN COUNTY, NORTH CAROLINA<br/>       SKETCH PLAN</p>  |                      |                |                 |              |
| DRAWING SHEET   |                      |                |                 |              |
| C-1.0   |                      |                |                 |              |



