

RIVER BEND PLANNING BOARD

March 7th, 2024 at 6:00pm
River Bend Municipal Building
51 Shoreline Drive, River Bend, NC

- I. CALL TO ORDER – *Egon Lippert***
- 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. None**
- VI. NEW BUSINESS – *All***
 - a. Water Treatment Facility Special Use Permit – *Parcel #8-200-028***
(near Town’s Public Works Facility at 1504 Plantation Drive)
- VII. OTHER – *All***
 - a. Next regular meeting on 4 April 2024**
- VIII. CALL FOR ADJOURNMENT - *All***

Town of River Bend Planning Board

Minutes for Regular Meeting – 4 January 2024 – River Bend Municipal Building

Board Members present: Vice Chair Bob Kohn, Keith Boulware, Linda Cummings, Kathleen Fleming, Jon Hall

Board Members absent: Chairman Egon Lippert, Kelly Forrest

Others present: Councilman Buddy Sheffield, Councilwoman Barbara Maurer, Town Manager Delane Jackson, Assistant Zoning Administrator Allison McCollum, Town Clerk Kristie Nobles, 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, 4 January 2024, in the River Bend Municipal Building meeting room with a quorum present.

2. Oath of Office

Town Clerk Kristie Nobles administered the Oath of Office to all of the Board Members present. The Oath of Office was administered separately to Chairman Egon Lippert as he was not able to attend the meeting.

3. Approval of 3 August 2023 Regular Meeting Minutes

The Board reviewed the Minutes of the 3 August 2023 Regular Meeting. **Motion** was made by Board Member Keith Boulware to accept the Minutes as presented. Motion was **seconded** by Board Member Kathleen Fleming. **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 August through December 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 Board asked questions as needed.

5. Public Comment

Ms. Carolyn Gadwell spoke. She inquired about an engineering report referenced in the Comprehensive Plan. Town Staff will look to see if they can find the report.

6. Old Business

None.

7. New Business

a. Discussion of subdivision sketch plan for Parcel #8-200-029

Town Manager Delane Jackson presented a summary of the proposal and the process required for the Planning Board. The proposal included creating 132 lots on approximately 76 acres currently owned by Robert Davis & Kimberly Dow. Mr. Keith Robbins from Strongrock Engineering was available to answer questions from the Planning Board. There were a few questions and comments from the Planning Board; the Town Manager and Mr. Robbins answered in turn. No motion was necessary at this stage of the subdivision process. There were no objections from the Planning Board to proceeding with a Preliminary Plat.

8. Other

The next regular meeting is scheduled for Thursday, February 1st, 2024 at 6pm.

9. Adjournment

Motion was made by Board Member Keith Boulware to adjourn the meeting. Motion was **seconded** by Board Member Linda Cummings. **Motion carried unanimously** and the meeting adjourned at 7:00 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

APPLICATION FOR SPECIAL USE PERMIT

Applicant Information

Full Name: Town of River Bend Date: 2-28-24
First Last M.I.
Address: 45 Shoreline Drive
Street Address
River Bend NC 28562
City State ZIP Code
Phone: 638-3870 Email: manager@riverbendnc.org

Request

I/We request a Special Use Permit to allow: The construction of a water treatment plant on +/- 4.5 acres.

- Address of land: 509 Old Pollocksville Rd.
- Parcel ID number of land: 8-200-028
- Any other relevant description of land: The town is in the process of buying 4.5 acres at southern end of this parcel
- Is map/plat plan/drawing enclosed? YES NO
- Land described is currently zoned: (R15, BD, etc.) R-20A
- Intended use of land: Public Enterprise - drinking water plant
- Will the proposed use adversely affect the health and safety of residents and/or workers in the zoned area? YES NO
- Will the proposed use be detrimental to the use or development of adjacent properties? YES NO
- Is the lot sufficient size to accommodate the proposed use? YES NO
- Will the intended use create a nuisance or hazard for the adjacent property owners? YES NO
- Will the proposed use adversely affect the value of adjacent properties? YES NO

- | | | |
|---|--|---|
| 12. Is a site plan enclosed? | YES
<input checked="" type="checkbox"/> | NO
<input type="checkbox"/> |
| 13. Are architectural drawings enclosed? | YES
<input type="checkbox"/> | NO
<input checked="" type="checkbox"/> |
| 14. Is an off-street parking plan enclosed? | YES
<input checked="" type="checkbox"/> | NO
<input type="checkbox"/> |
| 15. Is the \$25 fee for Special Use Permits enclosed? | YES
<input checked="" type="checkbox"/> | NO
<input type="checkbox"/> |

Additional Information

Please list any additional relevant information or further justification for the request.

The proposed use will be similar to current uses already permitted in town. The facility will be located at least 500' away from the closest residence. The facility will include a 50' buffer around the perimeter of the site. The facility being constructed on site will be owned and operated by the Town of River Bend. The facility will be used to produce drinking water for town residents using modern water treatment techniques.

Signature

I certify that my answers are true and complete to the best of my knowledge.

Signature: Dellame Jackson Date: 2-28-24

§ 15.02.124 DISTRICT USE REGULATIONS.

For convenience in the administration of this chapter, there hereby is established and made a part of this chapter the following schedule of district use regulations.

SCHEDULE OF DISTRICT USE REGULATIONS									
KEY:									
P – Use permitted by right									
SU – Special use permitted upon approval by Board of Adjustment after recommendation of the Planning Board									
Blank/Unlisted – Prohibited use									
Use	R20/ R20A	R15	PDR- SF	PDR- MF	ID	BD	BD- PD	AGR	Parking Code*
Accessory Building	P	P	P	P	SU	SU	SU	P	
Adult Day Care					P	P	P		G
Bakery, Retail						P	P		G
Financial Services						P	P		G
Barber Shop/Beauty Shop						P	P		G
Boats and Trailer Sales						SU	SU		G
Cabinet, Woodworking or Upholstery Shops						P	P		G
Child Day Care						SU			
Churches	SU	SU	SU	SU	P	SU	SU		E
Clubs and Lounges, Private					P	SU	SU		F
Clothing Store						P	P		G
Computer Sales and Service						P	P		G
Dairy Bar and Ice Cream Parlors						P	P		G
Drug Store						P	P		F
Dry Cleaners/Drop Off/Pick Up Only						P	P		G

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Blank/Unlisted – Prohibited use

Use	R20/ R20A	R15	PDR- SF	PDR- MF	ID	BD	BD- PD	AGR	Parking Code*
Dwellings, Single-Family	P	P	P	P		SU			A
Dwellings, 2-Family				P		SU			A
Dwellings, Multi-Family				P		SU			A
Fire Department Buildings	SU	SU	SU	SU	SU	SU	SU		F
Fitness Center						P	P		G
Florists/Gift Shop						P	P		G
Furniture Store						P	P		G
Golf Course	SU	SU	SU	SU	P	SU	SU		F
Grocery Store						P	P		G
Hardware Sales						P	P		G
Home Occupations	P	P	P		P				G
Tourist Home***	P	P			P	P	P		D
Jewelry and Watch Repair						P	P		G
Libraries	SU	SU	SU	SU		P	P		G
Marina						P			G
Nursing Home and Rest Home					P				G
Office for Business, Professional and Personal Services						P	P		G

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KEY:

P – Use permitted by right

SU – Special use permitted upon approval by Board of Adjustment after recommendation of the Planning Board

Blank/Unlisted – Prohibited use

Use	R20/ R20A	R15	PDR- SF	PDR- MF	ID	BD	BD- PD	AGR	Parking Code*
Pet Shops (excluding Veterinary Services)						P	P		G
Pharmacy						P	P		G
Photo Shop/Supply						P	P		G
Police Station	SU	SU	SU	SU	SU	SU	SU		F
Public Enterprise**	SU	SU	SU	SU		SU	SU		F
Public Utility	SU	SU	SU	SU	SU	SU	SU		F
Restaurants					P	P	P		F
Schools	SU	SU	SU	SU	SU				F
Service Station						SU	SU		J
Shoe Sales and Repair						P	P		G
Sporting Goods Sales						P	P		G
Storage Rental Units/Areas						P	P		G
Travel Agency						P	P		G
Utility Tanks, Pumps, Electrical Substations & Related Services	SU	SU	SU	SU	SU	SU	SU	SU	
Wholesale and/or Retail Janitorial Sales & Services						SU	SU		F
Youth Center					P	P	P		G

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P – Use permitted by right

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Blank/Unlisted – Prohibited use

Use	R20/ R20A	R15	PDR- SF	PDR- MF	ID	BD	BD- PD	AGR	Parking Code*
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*Parking code described in §15.02.080

** As defined by G.S. § 160A-311

*** Non-conforming uses of tourist home at the time of its addition to this ordinance shall be amortized for a period of 12 months from November 17,2022. After that date, the use must terminate if not permitted in the corresponding zone or a special use permit has not been obtained, as applicable.

Penalty, see § 1.01.999

Amended 11/17/22

Article 16.

Public Enterprise.

Part 1. General Provisions.

§ 160A-311. Public enterprise defined.

As used in this Article, the term "public enterprise" includes:

- (1) Electric power generation, transmission, and distribution systems.
- (2) Water supply and distribution systems.
- (3) Wastewater collection, treatment, and disposal systems of all types, including septic tank systems or other on-site collection or disposal facilities or systems.
- (4) Gas production, storage, transmission, and distribution systems, where systems shall also include the purchase or lease of natural gas fields and natural gas reserves, the purchase of natural gas supplies, and the surveying, drilling and any other activities related to the exploration for natural gas, whether within the State or without.
- (5) Public transportation systems.
- (6) Solid waste collection and disposal systems and facilities.
- (7) Cable television systems.
- (8) Off-street parking facilities and systems.
- (9) Airports.
- (10) Stormwater management programs designed to protect water quality by controlling the level of pollutants in, and the quantity and flow of, stormwater and structural and natural stormwater and drainage systems of all types. (1971, c. 698, s. 1; 1975, c. 549, s. 2; c. 821, s. 3; 1977, c. 514, s. 2; 1979, c. 619, s. 2; 1989, c. 643, s. 5; 1991 (Reg. Sess., 1992), c. 944, s. 14; 2000-70, s. 3.)

§ 15.02.121 APPLICATION FOR SPECIAL USE PERMITS.

- A.
 - 1. An application for special use permits shall be made in duplicate to the Zoning Administrator on forms furnished by the Zoning Administrator.
 - 2. If rezoning is to be requested in connection with the request for a special use, the request shall be made concurrent with the application for the special use.
- B. A fee shall be paid the Town of River Bend for each application for a special use permit. In addition, costs for retaining legal, planning, engineering and other technical or professional services in connection with the review of special use permit applications may be charged to the applicant.

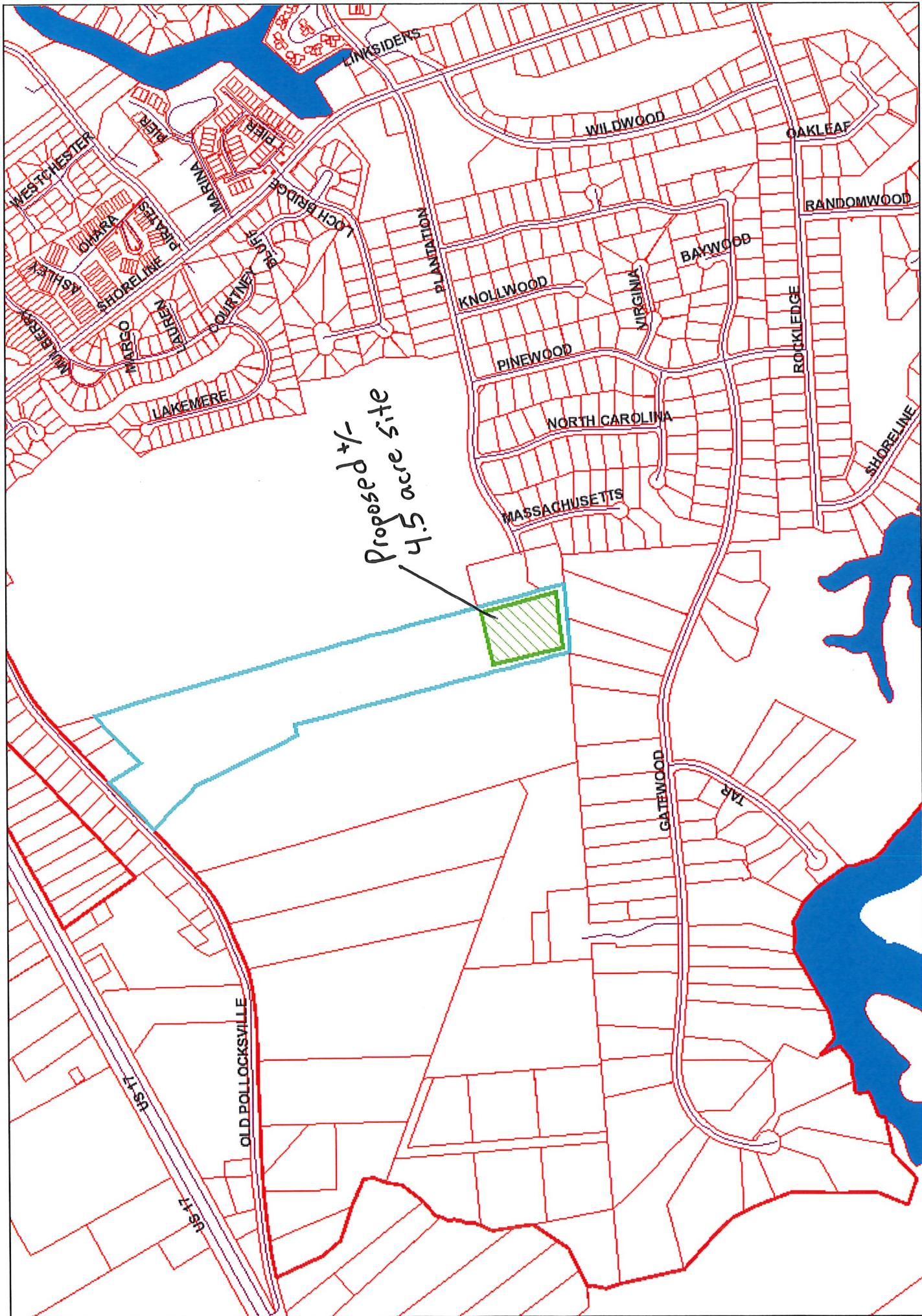
Penalty, see § 1.01.999

§ 15.02.122 REVIEW AND APPROVAL OF SPECIAL USES.

- A.
 - 1. The application forms for a special use permit shall be transferred along with required plans, plats and the like to the Planning Board by the Zoning Administrator 7 days before a regularly scheduled Planning Board meeting so that the application can be placed on the Board's agenda.
 - 2. At this meeting, the owner of the property for which the special use is sought or his agent shall appear.
- B. The Planning Board shall review the application for details, where applicable, of the site, situation, existing and proposed structures, architectural plans, neighboring land and water uses, proposed parking areas, driveway locations, highway access, traffic generation and circulation potential, drainage, waste disposal, water supply systems and the effects of the proposed use, structure, operation and potential changes in water quality, shoreland cover, natural beauty and wildlife habitat.
- C.
 - 1. The Planning Board shall consider recommending conditions that may be placed in the granting of the special use permit by the Board of Adjustment.
 - 2. These conditions may include items such as landscaping, architectural design, type of construction, construction commencement and proposed completion dates, sureties, lighting, fencing, location, size and number of signs, water supply and waste disposal systems, performance standards, street dedication, certified survey maps, floodproofing, ground cover, sedimentation control from the project construction, terraces, stream bank protection, planting of buffer screens, operational control, hours of operation, improved traffic circulation, deed restrictions, highway access restrictions, yard sizes or additional parking.
- D. In addition, the Planning Board shall check for compliance of the requested special use with all other relevant provisions of this subchapter, such as lot dimensional requirements, building heights, parking and loading standards.

- E. The Planning Board shall consider the application at the first regular meeting of the Planning Board after receiving the completed application. Within 45 days after the meeting at which the application is considered, the Planning Board shall make its written recommendations and pass them on to the Board of Adjustment.
- F. The Zoning Administrator shall set a date and advertise for Board of Adjustment public hearing. The Board of Adjustment shall review the application and all recommendations from the Planning Board.
- G. The Board of Adjustment shall approve or deny the application following a public hearing provided for in division (F) above.
- H. After approval or conditional approval of the special use by the Board of Adjustment, the Board shall notify the Zoning Administrator of the approval. Notification shall be by a written letter signed by the Chairperson of the Board of Adjustment, and a copy of the approval letter shall be forwarded to the special use permit applicant and the Planning Board Chairperson. Applicant/landowner must give written consent to conditions related to the special use permit to ensure enforceability.
- I.
 - 1. Rejection of an application for a special use permit shall be recorded in the minutes of the Board of Adjustment meeting during which the decision was made.
 - 2. Notification of the rejection or denial of an application for a special use permit shall be a letter signed by the Chairperson of the Board of Adjustment.
 - 3. The letter shall state reasons for denial and reference the specific sections or paragraphs in this chapter that would be violated if the special use were granted.
 - 4. The denial letter shall be forwarded to the applicant by certified or registered mail and copies of the letter shall be forwarded to the Chairperson of the Planning Board and the Zoning Administrator.
 - 5. One copy shall be retained in the files of the Board of Adjustment.

Penalty, see § 1.01.999



Proposed +/-
4.5 acre site



1 inch = 739 feet

Craven County GIS

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on February 29, 2024 at 10:56:31 AM

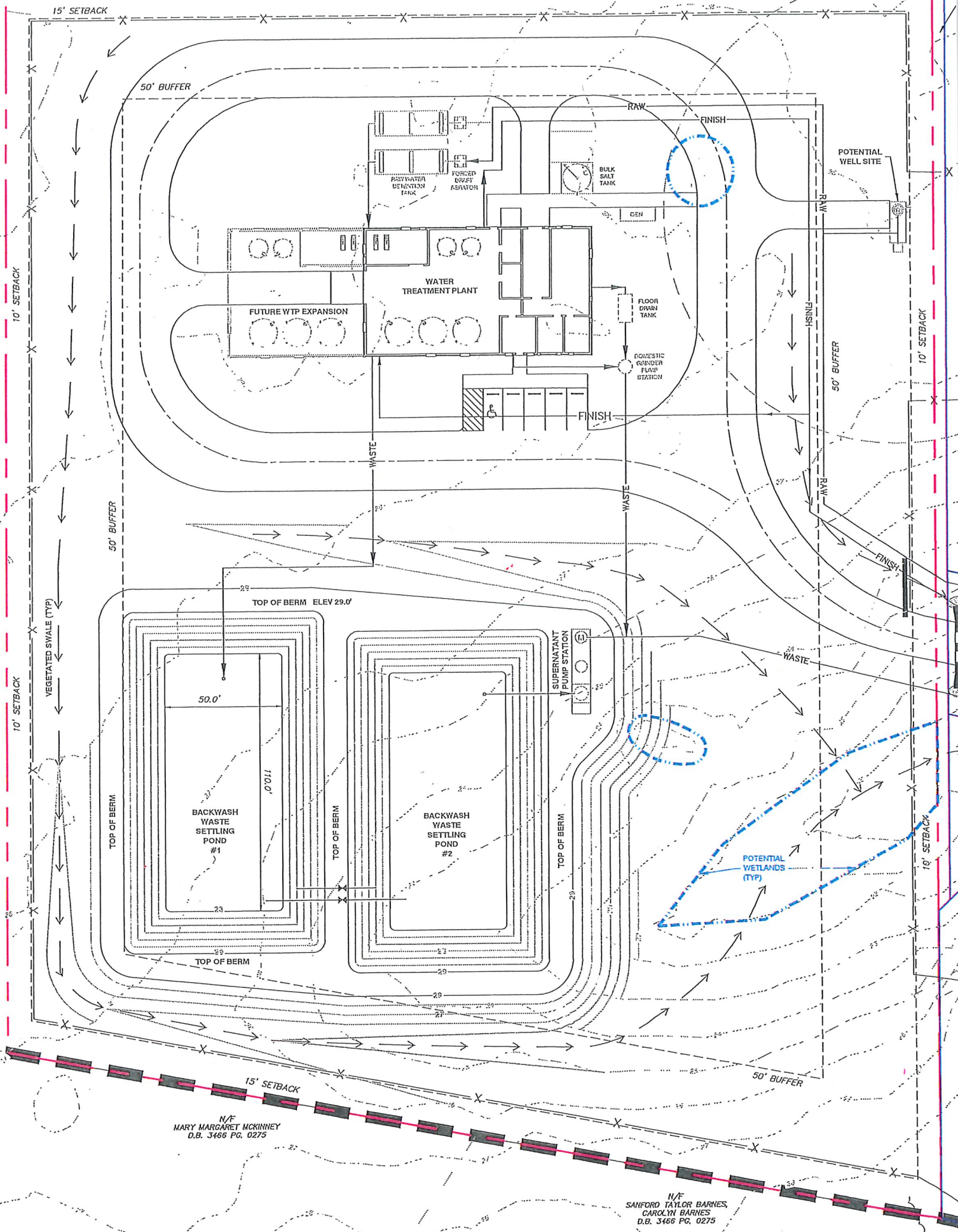
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WELDON BROWN JR.
MAQUELDON BROWN
D.B. 3728 PG. 0469

N/F
LKER BROWN
PG. 0226

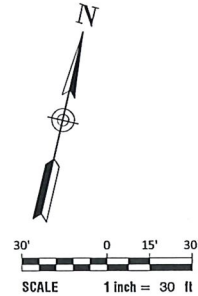
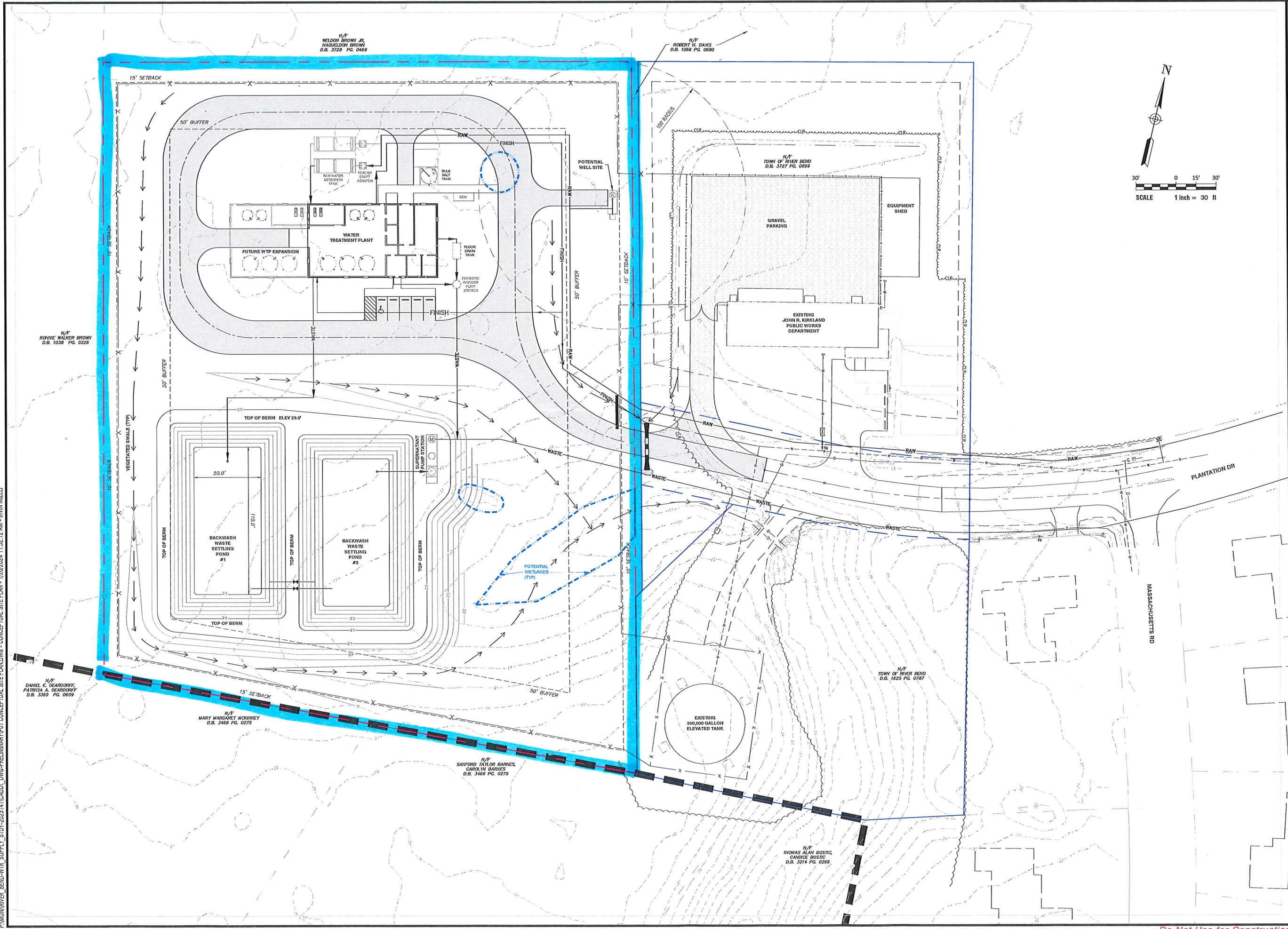
CRFF
DORFF
0608

N/F
MARY MARGARET MCKINNEY
D.B. 3466 PG. 0275

N/F
SANFORD TAYLOR BARNES,
CAROLYN BARNES
D.B. 3466 PG. 0275



P:\MUNICIPAL\BEND-WTR_SUPPLY_STDY_2023\41\CADD\DWG-PR\PRELIM\RP01 CONCEPTUAL SITE PLAN - 1/26/2024 11:52:12 AM - IRVIN, MEEEL



N/F
ROYNE WALKER BROWN
D.B. 1038 PG. 0226

N/F
WELDON BROWN JR.
MAGGELDON BROWN
D.B. 3728 PG. 0469

N/F
ROBERT H. DAVIS
D.B. 1066 PG. 0680

N/F
TOWN OF RIVER BEND
D.B. 3727 PG. 0899

N/F
TOWN OF RIVER BEND
D.B. 1825 PG. 0787

N/F
MARY MARGARET MCKINNEY
D.B. 3466 PG. 0275

N/F
SANFORD TAYLOR BARNES
CAROLYN BARNES
D.B. 3466 PG. 0275

N/F
THOMAS ALAN BOSTIC,
CANDICE BOSTIC
D.B. 3214 PG. 0266

NC License: F-0304
Rivers
 & ASSOCIATES, INC.
 107 East Second Street
 Greenville, NC 27858
 (252) 752-4135
 Engineers
 Planners
 Surveyors
 Landscape Architects



REVISIONS:

NO.	DESCRIPTION	DATE	BY

LAND ACQUISITION SITE EVALUATION REPORT
TOWN OF RIVER BEND
 CITY COUNTY STATE
CONCEPTUAL SITE PLAN

DATE: JANUARY 26, 2024
 DESIGNED BY: GJC
 DRAWN BY: JIM
 CHECKED BY: GJC
 PROJECT No. 2023141
 DRAWING No. W-4153
 SCALE: AS NOTED
 SHEET No.

P01



1

1

Town of River Bend

**Proposed Water Treatment Plant
On Plantation Drive**

**Presented to Planning Board
on March 7, 2024 as part of
Special Use Application
Process**

2

2



3

The requested Special Use Permit is for the construction of a **DRINKING** Water Treatment Plant. It has absolutely nothing to do with sewer treatment.

4



Pictured above is one of the town's current WTP sites. It is located at 25 Shoreline Drive. Homes are located within 140 ft. of it.

5

5



Here it is

6

6



Pictured above is the town's other current WTP site. It is located at 52 Shoreline Drive. A home is located within 100 ft. of it. It is 320 ft. away from the Municipal Building.

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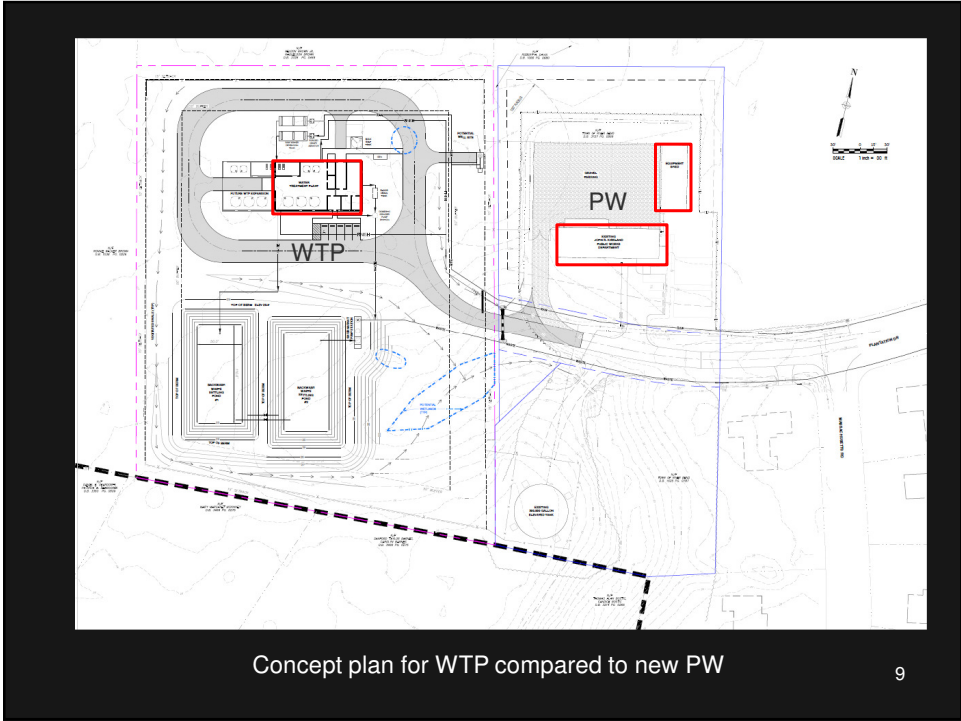
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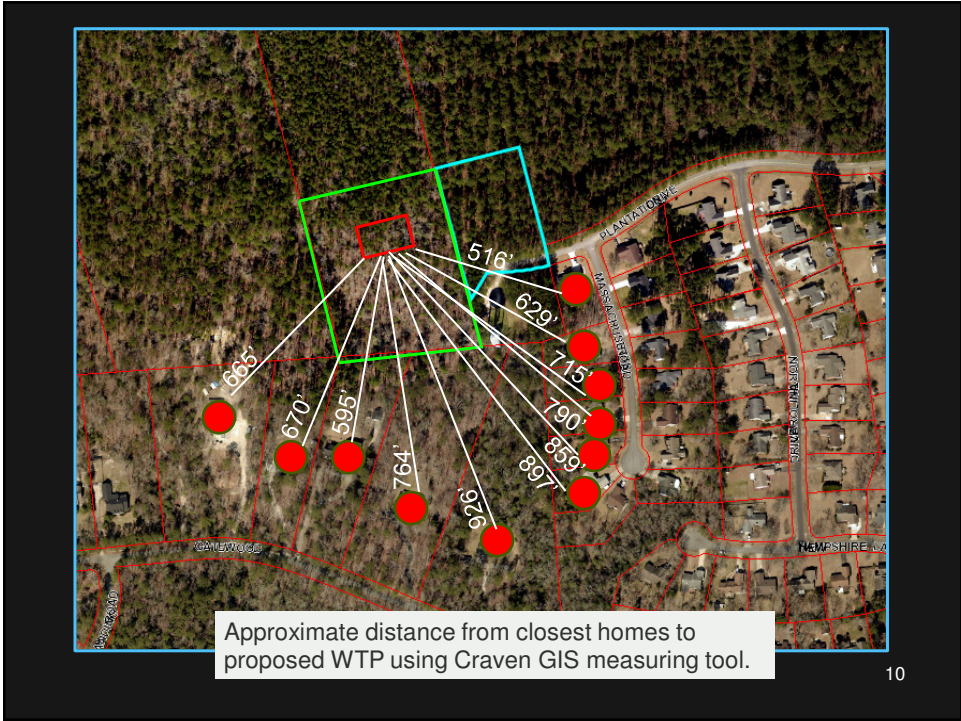
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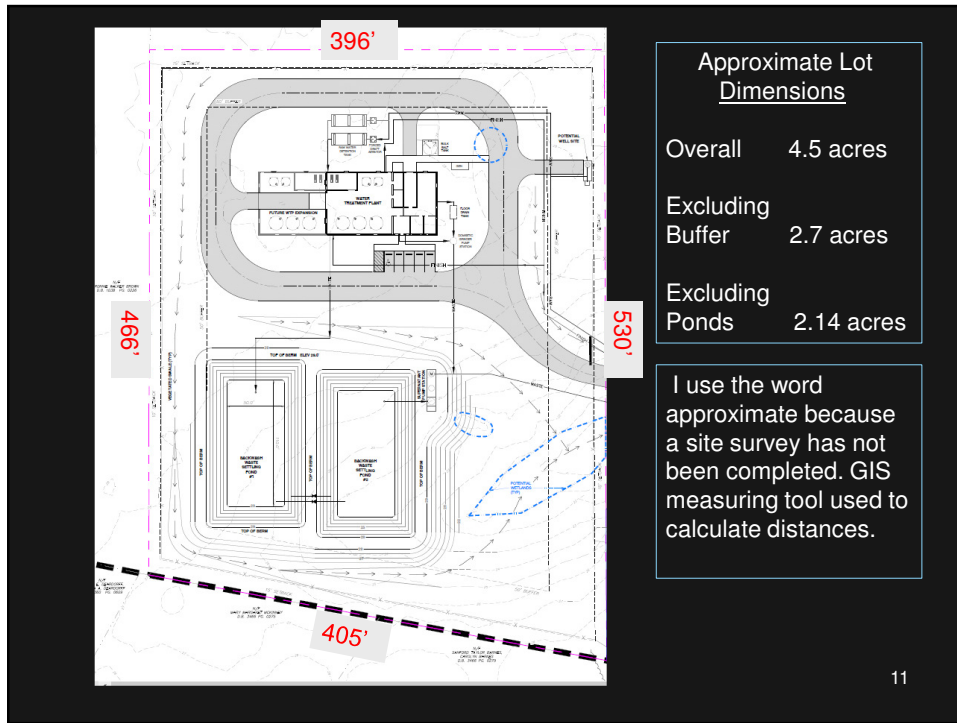
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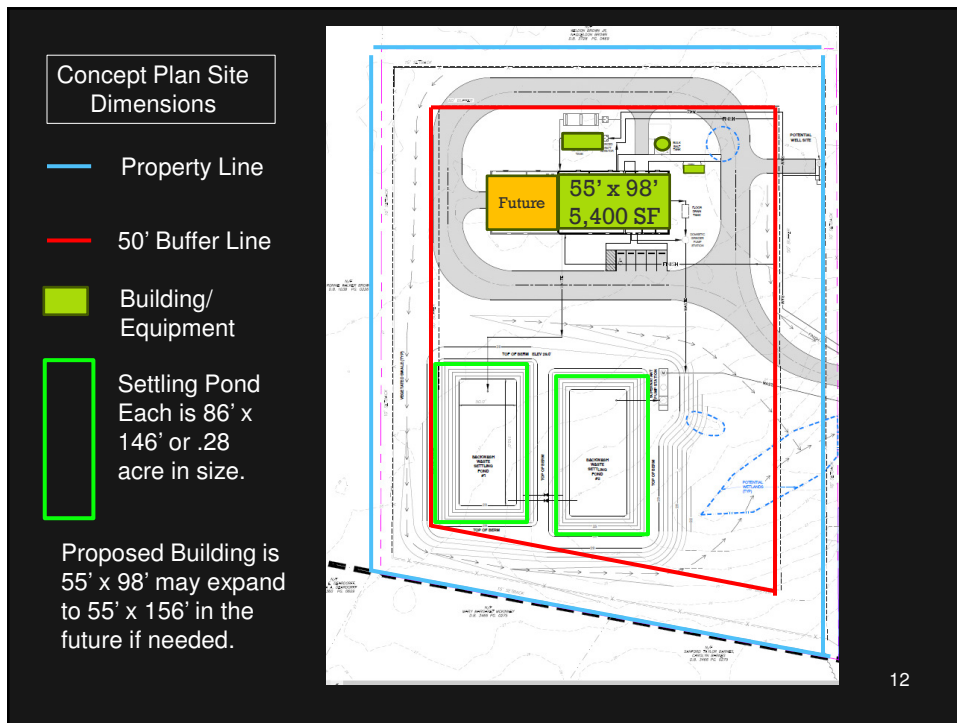
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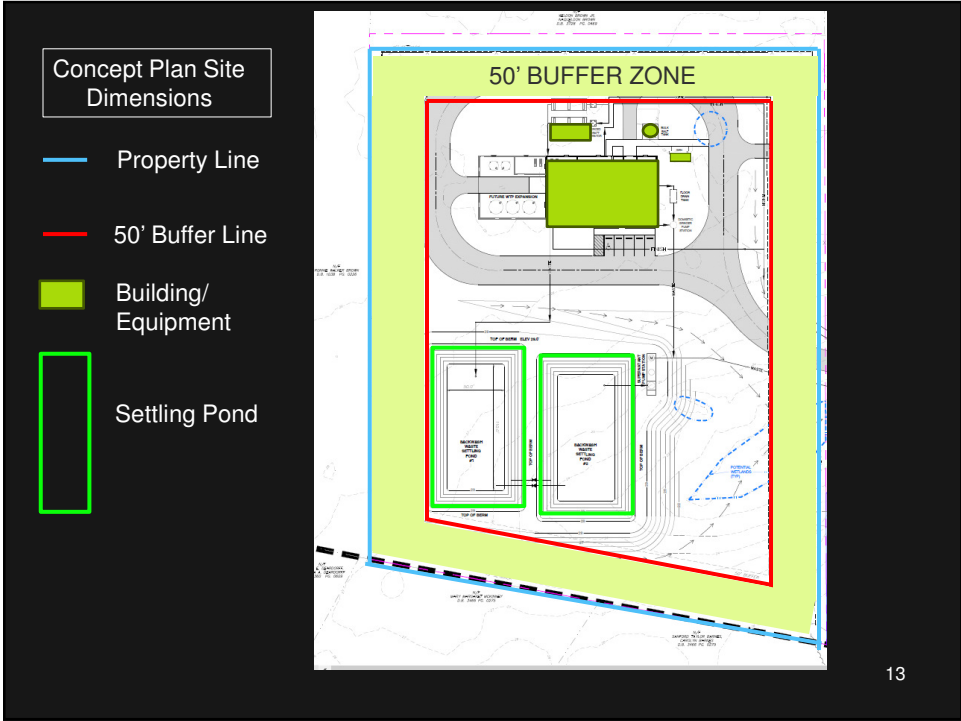
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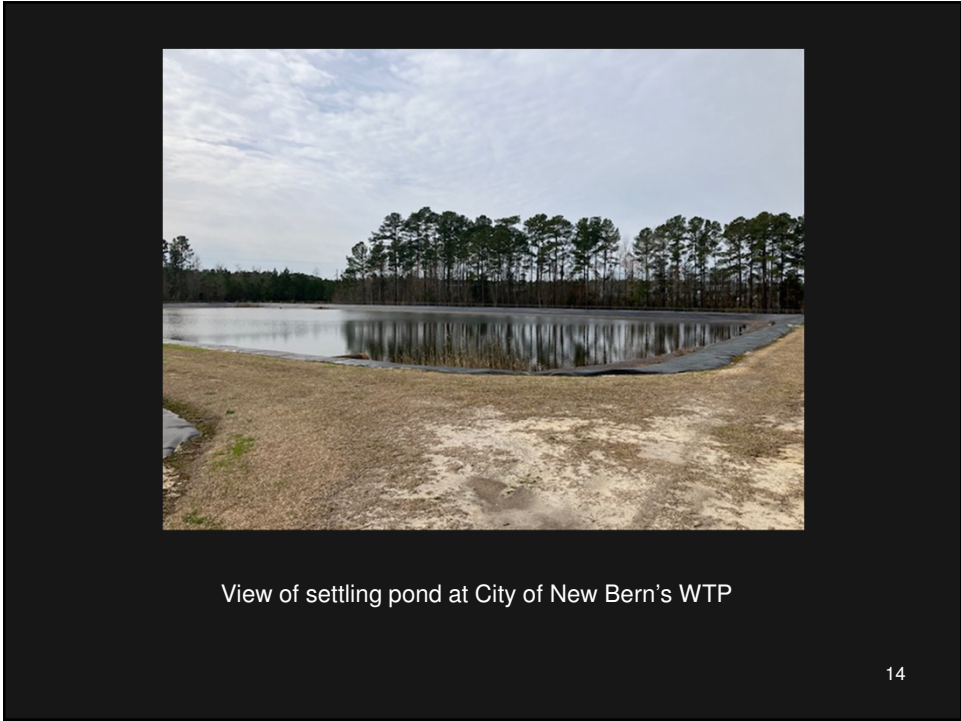
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Questions & Comments
from the Planning Board

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