

# Town of River Bend Planning Board

## Minutes for Regular Meeting – 7 November 2024 – River Bend Municipal Building

**Board Members present:** Chair Egon Lippert, Vice Chair Bob Kohn, Linda Cummings, Kathleen Fleming

**Board Members absent:** Keith Boulware, Kelly Forrest, Jon Hall

**Others present:** Councilman Buddy Sheffield, Councilwoman Barbara Maurer, Town Manager Delane Jackson, 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, 7 November 2024, in the River Bend Municipal Building meeting room with a quorum present.

### 2. Approval of 5 September 2024 Regular Meeting Minutes

The Board reviewed the Minutes of the 5 September 2024 Regular Meeting. **Motion** was made by Vice Chair Bob Kohn to accept the Minutes as presented. Motion was **seconded** by Board Member Kathleen Fleming. **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 September and October 2024. 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.

### 4. Public Comment

None.

### 5. Old Business

None.

### 6. New Business

a. Discussion on Public Records Law

Town Manager Delane Jackson gave an overview of both Public Records Law and Open Meetings Law from the NC General Statute. He offered several examples of the types of interactions and records that could fall under the term 'public record' and could therefore be subject to public records requests. The Board asked a few general questions.

b. Discussion of Comprehensive Plan update

Town Manager Delane Jackson explained that the current Comprehensive Plan is on schedule to be updated. The Board was provided with copies of the current Comprehensive Plan to review. Town staff will begin work on reviewing and updating the plan, along with the Planning Board.

7. Other

The next regular meeting is scheduled for Thursday, December 5<sup>th</sup>, 2024 at 6pm.

8. Adjournment

Motion was made by Vice Chair Bob Kohn to adjourn the meeting. Motion was **seconded** by Board Member Linda Cummings. **Motion carried unanimously** and the meeting adjourned at 6:45 PM.

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Allison McCollum, Secretary