

Lewisville Town Council
Briefing and Action Meeting Agenda
October 7, 2021 - 6:30 p.m.
Lewisville Town Hall 1st Floor Council Chambers
6510 Shallowford Road

Please click the link below to join the webinar:

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Webinar ID: 830 0737 8005

Passcode: 537190

-
-
1. **Call to Order:**
 - a. Roll Call
 - b. Adoption of Agenda
 2. **Guests, Introductions, Recognitions and Presentations for October 7, 2021**
 - a. None.
 3. **Items That Require Council Direction**
 - a. Architectural assessment of the G. Galloway Reynolds Community Center
 4. **Items Requiring Action at Briefing**
 - a. None.
 5. **Unfinished Business:**
 - a. Board and committee update
 6. **Administrative Reports:**
 - a. Manager
 - i. The Gateway Project ad will again be published this month seeking applicants to contract for the project.
 - ii. Future of the plays
 - b. Attorney
 - i. None.
 - c. Public Works
 - i. Duct system cleaning for Town Hall
 - d. Planning
 - i. None.
 - e. Finance
 - i. None.
 - f. Clerk
 - i. The annual ZBOA report has been sent to Council.

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Briefing and Action Meeting Agenda
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7. **Agenda Items for Regular Meeting on October 14, 2021**
 - a. Tentative Agenda
 - i. **Consent Agenda**
 - (1) [Resolution 2021066](#) - Acceptance and Approval of Monthly [Financials for the two months ending August 31, 2021](#)
 - (2) Approval of Town Council Briefing Meeting [Minutes - September 2, 2021](#)
 - (3) Approval of Town Council Meeting [Minutes - September 9, 2021](#)
 - ii. **Introductions, Recognitions, Presentations and/or Proclamations**
 - (1) Presentations
 - (a) Sheriff's Office Report
 - iii. **Appointments**
 - (1) None.
 - iv. **Public Hearings**
 - (1) [Ordinance 2021057](#) - Public hearing to receive comments on UDO L-099 for Longwood Village's request for a site plan amendment
 - v. **Technical Review(s)**
 - (1) None.
 - vi. **Preliminary Site Plan Review(s)**
 - (1) None.
 - vii. **Evidentiary Hearings**
 - (1) None.
 - viii. **Old Business**
 - (1) *Lewisville Tomorrow* update
 - ix. **New Business**
 - (1) [Resolution 2021065](#) - approving Interlocal Agreement with Forsyth County for Historic Resource Commission's next phase of work for the Forsyth County architectural survey project
 - (2) [Ordinance 2021056](#) - declaring a road closure for a Christmas Parade
 - b. Approval of Tentative Agenda for regular meeting on **October 14, 2021**
8. **For the Good of the Order:**
 - a. Council Discussion
 - b. Closed Session
9. **Adjournment**

**RESOLUTION 2021066 OF THE LEWISVILLE TOWN COUNCIL
PERTAINING TO
ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS**

WHEREAS, the Finance Officer has presented the Town Council with the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary of figures for the two months ending August 31, 2021; and

WHEREAS, the Finance Officer did not report any unusual expenditures.

NOW, THEREFORE, BE IT RESOLVED THAT the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the two months ending August 31, 2021 and incorporated herein.

Resolved and effective upon adoption, this the 14th day of October, 2021 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Joyce C. McWilliams Walker, Town Clerk

Town of Lewisville
Financial Budget to Actual Report - General Fund
Two Months Ended August 31, 2021

General Fund

Revenues	Budget	Revenue Year to Date	Uncollected	Percentage Collected
Property Tax Collections	\$ 2,765,490.00	\$ 2,756.92	\$ 2,762,733.08	0.10%
Sales Tax Revenue	896,530.00	-	896,530.00	0.00%
Other Revenues	1,224,570.00	14,152.41	1,210,417.59	1.16%
Total	4,886,590.00	\$ 16,909.33	\$ 4,869,680.67	0.35%
Appropriation from Fund Balance	434,754.00			
	<u>\$ 5,321,344.00</u>			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 265,395.00	\$ 43,326.21	\$ 35,990.50	\$ 186,078.29	29.89%
Administration	703,530.00	128,246.89	18,940.79	556,342.32	20.92%
Student Leadership	700.00	-	-	700.00	0.00%
Finance	246,851.00	44,696.23	-	202,154.77	18.11%
Debt Service	236,000.00	236,000.00	-	-	100.00%
Planning & Zoning	462,820.00	31,879.60	54,078.45	376,861.95	18.57%
Beautification	88,800.00	9,483.34	61,516.70	17,799.96	79.96%
Community Policing	692,745.00	5,370.92	-	687,374.08	0.78%
Public Safety	10,150.00	1,225.00	-	8,925.00	12.07%
Public Works	465,170.00	60,236.13	86,139.69	318,794.18	31.47%
Streets	246,939.00	1,523.11	4,825.01	240,590.88	2.57%
Powell Bill	316,750.00	10,085.70	-	306,664.30	3.18%
Storm Water	115,341.00	9,111.00	28,607.26	77,622.74	32.70%
Solid Waste	862,605.00	133,033.26	-	729,571.74	15.42%
Recycling	7,195.00	145.00	-	7,050.00	2.02%
Parks and Recreation	365,353.00	50,365.33	75,847.56	239,140.11	34.55%
Transfers to Capital Reserves	235,000.00	235,000.00	-	-	100.00%
Total	<u>\$ 5,321,344.00</u>	<u>\$ 999,727.72</u>	<u>\$ 365,945.96</u>	<u>\$ 3,955,670.32</u>	25.66%

General Fund Balance 7/1/2020	\$ 7,254,710.83
Increase (Decrease) FYE 6/30/2021 (Preliminary)	(1,086,847.68)
Year-to-Date Increase (Decrease) FY 6/30/2022	(982,818.39)
General Fund Balance 8/31/2021	<u>\$ 5,185,044.76</u>

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
Two Months Ended August 31, 2021

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Uncollected	Percentage Collected
Revenues	\$ 35,750.00	\$ 2.68	\$ 35,747.32	0.01%
Total	\$ 35,750.00	\$ 2.68	\$ 35,747.32	0.01%
Appropriation from Fund Balance	\$ -			
	<u>\$ 35,750.00</u>			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 35,750.00	\$ 1,200.00	\$ -	\$ 34,550.00	3.36%
Total	\$ 35,750.00	\$ 1,200.00	\$ -	\$ 34,550.00	3.36%

MSD Fund Balance 7/1/2020	\$ 165,275.34
Increase (Decrease) FYE 6/30/2021 <i>(Preliminary)</i>	28,564.91
Year-to-Date Increase (Decrease) FY 6/30/2022	<u>(1,197.32)</u>
MSD Fund Balance 8/31/2021	<u>\$ 192,642.93</u>

**Town of Lewisville
Other Funds
August 31, 2021**

Capital Reserves Funds

GWR ROW/Construction Capital Reserve	\$ 1,049,417.46
Sidewalks, Bike Paths, and Greenways Capital Reserve	148,174.17
Municipal Buildings/Land Capital Reserve	130,217.65
Public Works Facility Capital Reserve	329,681.97
Total Capital Reserve Fund Balances	<u><u>\$ 1,657,491.25</u></u>

Capital Projects Funds

GWR ROW/Construction Capital Project	\$ 734,801.33
JWP Maintenance Facility/Playground Expansion Capital Project	20,628.53
Gateway Project Capital Project	196,925.21
Community Center Capital Project	1,406,031.05
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	257,603.83
Total Capital Projects Fund Balances	<u><u>\$ 2,615,989.95</u></u>

Special Revenue Funds

American Rescue Plan Special Revenue Fund	\$ 1,809,884.63
Total Special Revenue Funds	<u><u>\$ 1,809,884.63</u></u>

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Lewisville Town Council
Briefing and Action Meeting Minutes - September 2, 2021 - 7:00 p.m.
Lewisville Town Hall 1st Floor Council Chambers - 6510 Shallowford Road

Please click the link below to join the webinar:

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1. **Call to Order:**

- a. Mayor Horn called the meeting to order at 7:01 p.m. Council members present were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler and Jane Welch. David Smitherman was unable to attend. Also present were Town Manager Hank Perkins, Attorney Bo Houff, Finance Officer Pam Orrell, Planner Stacy Tolbert, Public Works Director Ryan Moser and Town Clerk Joyce Walker.
- b. Adoption of Agenda
 - i. Council Member Sadler asked to move the proclamation on National Suicide Prevention Week for approval at this meeting because of the start date.
 - ii. With that change, Council Member Sadler moved to approve the amended agenda. The motion was seconded by Council Member Foster and approved unanimously.

2. **Guests, Introductions, Recognitions and Presentations for September 2, 2021**

- a. Emily Clodfelter - Fairwood Construction
- b. Susan Frey - Parks, Recreation and Cultural Development Chair

3. **Items That Require Council Direction**

- a. Mary Alice Warren Community Center grading discussion
 - i. There was a concern that the slope behind the new community center was too steep and could be a safety issue.
 - (1) It was suggested that fill dirt be hauled in to reduce the angle of the slope.
 - ii. Ms. Clodfelter provided a drawing showing a proposed grade, noting that it will be difficult to get anything to grown on the slope in the future.
 - (1) It is considered a fill modification.
 - (2) What will future maintenance costs be if this fill isn't performed?
 - iii. There was discussion on the rendering portraying the space behind the center as being a gentle slope and usable space.
 - iv. There were also discussions and suggestions on what options can be done to minimize any safety or other issues.
 - (1) Should the fill be done?
 - (2) Should a fence be placed?
 - v. Council members discussed whether this steep slope should be a concern.

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- vi. Mayor Horn asked:
 - (1) Everyone to visit the site before the meeting next week.
 - (a) Coordinate with staff to minimize the number cars needing access to the site.
 - (2) Ask the town's risk management person to visit the site to determine whether the slope is a liability.
 - vii. If Council determines that using a fill is a remedy, the work will not occur until after all other contractual work has been completed.
 - b. Meetings (in-person or electronic)
 - i. Council members discussed whether to meet via ZOOM or in-person.
 - (1) Meeting by ZOOM eliminates social distancing and wearing masks.
 - (2) Council Member Foster has contacted most of the chairs and vice chairs who think that ZOOM is appropriate, especially with the rapid spread of the COVID-19 Delta variant.
 - ii. Council will review their meeting strategy on a month by month basis.
4. **Items Requiring Action at Briefing**
- a. [Ordinance 2021050](#) - amending Budget Ordinance 2021001 in the amount of \$7,000.⁰⁰ to increase the budget for deputy hustles at the events at Shallowford Square
 - i. The basis for this request is because of a requirement from the Sheriff's Office to use ratios for events based on the expectation of the number of attendees and/or whether alcohol is going to be present. This is to complete this year's event season.
 - (1) This will be taken to Parks and Rec for discussion for the next season. A recommendation will be brought to Council.
 - ii. Council Member Franklin moved to approve Ordinance 2021050. The motion was seconded by Council Member Sadler and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Ordinance 2021050 is herein incorporated by reference into the minutes.
 - (1) Mayor Horn indicated he will meet with the Sheriff to find out the rationale for the change to using a ratio.
 - b. Gateway Project update
 - i. [Ordinance 2021046](#) - amending Capital Project Ordinance in the amount of \$16,114.⁰⁰ for other professional services and to survey for endangered sunflowers
 - (1) Council Member Welch moved to approve Ordinance 2021046. The motion was seconded by Council Member Sadler and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Ordinance 2021046 is herein incorporated by reference into the minutes.
 - (2) The study can only be done between August and October.
 - ii. [Ordinance 2021047](#) - Amending Budget Ordinance 2021001 transferring funds in the amount of \$16,114.⁰⁰ from the Sidewalks, Bike Paths/ Greenways Capital Reserve to the Gateway Project to amend the contract with Kimley Horn

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- (1) Council Member Franklin moved to approve Ordinance 2021047. The motion was seconded by Council Member Sadler and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Ordinance 2021047 is herein incorporated by reference into the minutes.
 - iii. **Resolution 2021059** - Amendment Number 1 amending the contract for the Williams Road Gateway Project to include additional professional services and other surveys as required by the Endangered Species Act in an amount not to exceed \$16,113.89
 - (1) Council Member Foster moved to approve Resolution 2021059. The motion was seconded by Council Member Franklin and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Resolution 2021059 is herein incorporated by reference into the minutes.
 - c. **Ordinance 2021048** - amending Budget Ordinance 2021001 in the amount of \$3,965.⁰⁰ to budget for an endangered sunflower survey ahead of the CMAQ Project on Lewisville-Vienna Road
 - i. Council Member Foster moved to approve Ordinance 2021048. The motion was seconded by Council Member Sadler and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Ordinance 2021048 is herein incorporated by reference into the minutes.
 - d. **Ordinance 2021049** - amending Budget Ordinance 2021001 in the amount of \$3,164.⁰⁰ to purchase a computer/monitor and a vinyl cutter plotter for sign making
 - i. Council Member Franklin moved to approve Ordinance 2021049. The motion was seconded by Council Member Hunt and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Ordinance 2021049 is herein incorporated by reference into the minutes.
 - e. Approval of **grant letter** of support for the 205J project requesting funds to assist with the GIS mapping of the existing stormwater system to be in compliance with MS4 permit
 - i. Council Member Hunt moved to approve the grant letter request. The motion was seconded by Council Member Foster and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. The grant letter of request is herein incorporated by reference into the minutes.
 - f. **Proclamation 2021006** - proclaiming September 5, 2021 through September 11, 2021 as National Suicide Prevention Week
 - i. Council Member Sadler moved to approve Proclamation 2021006. The motion was seconded by Council Member Welch and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn. Proclamation 2021006 is herein incorporated by reference into the minutes.
5. **Unfinished Business:**

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a. None.

6. **Administrative Reports:**

a. Manager

- i. Mr. Perkins reminded Council members that the deadline for providing information on the public records request is the 3rd. Information has been sent to members of Council and the Planning Board.
- ii. The Town was hoping to have a contract for approval for the Lewisville-Vienna Road/Robinhood Road roundabout (U-6154) project. The necessary paperwork from the DOT for review of the contract and pricing has not yet been received. The contract is planned for next week's agenda, provided the necessary paperwork has been received.
- iii. The Town has submitted a request for supplemental funds to the MPO for the CMAQ project for the Lewisville-Vienna Road multi-purpose path up to the future roundabout. This *old* project is still on the books to be federally funded, however due to inflation and rising costs, the cost is above the original price. A letter of support for the additional 20% match is being requested to cover the rising cost. Next week staff will be bring a letter of support for this request.
- iv. Mr. Perkins also reminded everyone that STP-DA Call for Projects will be coming to Council in December.

b. Attorney

- i. None.

c. Public Works

- i. None.

d. Planning

- i. None.

e. Finance

- i. None.

f. Clerk

- i. Session Law 2021-35 is an act to amend the Statute authorizing the use of remote meetings during certain States of Emergency. It became effective July 1, 2021 and changes the requirement that 24 hours are required **following** a public hearing **to** receive written comments to **24 hours prior** to the scheduled time for the beginning of the public hearing. This change can be found under G. S. 166A-19.24.
- ii. Town Hall will be closed this coming Monday, September 6, 2021 for the Labor Day Holiday.

7. **Agenda Items for Regular Meeting on September 9, 2021**

a. Tentative Agenda

i. **Consent Agenda**

- (1) **Resolution 2021060** - Acceptance and Approval of Monthly **Financials for the one month ending July 31, 2021**

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- (2) Approval of Town Council Briefing Meeting [Minutes - August 5, 2021](#)
 - (3) Approval of Town Council Meeting [Minutes - August 12, 2021](#)
- ii. **Introductions, Recognitions, Presentations and/or Proclamations**
 - (1) Presentations
 - (a) Sheriff's Office Report
 - (2) Proclamations
 - (a) [Proclamation 2021004](#) - proclaiming Constitution Day - September 17, 2021 and Constitution Week - September 17-23, 2021
 - (b) [Proclamation 2021005](#) - proclaiming September 11, 2021 as a day of remembrance of the 2001 attacks on three US locations
 - (c) [Proclamation 2021006](#) - proclaiming September 5, 2021 through September 11, 2021 as National Suicide Prevention Week (moved to 4.f. for approval)
- iii. **Appointments**
 - (1) [Appointment Order 2021007](#) - appointing Holli Conger to the Lewisville Beautification Committee
- iv. **Public Hearings**
 - (1) [Ordinance 2021045](#) - A rezoning petition to amend the zoning map in reference to recently annexed property 2675 Williams Road, Lewisville, NC 27023 from AG (Agriculture zoning Forsyth County) to AG (Agriculture zoning Lewisville)
 - (a) The zoning for this property must be completed within 60 days of annexation.
 - (b) This is a bon-a-fide farm on the federal, state and local level.
 - (c) Property owners within 500 feet have been notified of the rezoning.
 - (d) The Planning Board has had their public hearing and recommends AG as the zoning district.
 - (2) [Ordinance 2021053](#) - A Unified Development Ordinance text amendment to amend Chapter B, Article III, Section 3-3.4 Off-Site Parking to remove the provision allowing off-site parking accessory to multi-family and institutional uses
 - (a) This text amendment was requested by the Planning Board so that accessory lots would have to be rezoned, a requirement for other zoning districts.
 - (b) Of the two options that were presented to the Planning Board, the Planning Board chose Option 1 which would be the same for accessory lots for the other zoning districts.
 - (i) There was a question whether this change will constrain multi-family development in the downtown area.

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- v. **Technical Review(s)**
 - (1) None.
- vi. **Preliminary Site Plan Review(s)**
 - (1) None.
- vii. **Evidentiary Hearings**
 - (1) None.
- viii. **Old Business**
 - (1) *Lewisville Tomorrow* update will be on the agenda for next week.
- ix. **New Business**
 - (1) [Resolution 2021058](#) - revising the youth participation activities in Town of Lewisville government which changes the format

Council Members took a break from 8:40 p.m. to 8:45 p.m.

- (2) Mary Alice Warren Community Center
 - (a) [Ordinance 2021051](#) - amending various sections of Chapter 16 of the Lewisville Town Code and to include new section 16-18 for the Mary Alice Warren Community Center
 - (i) Staff was asked to have resident vs. citizen be consistent and to use resident.
 - (b) [Ordinance 2021044](#) - amending Budget Ordinance 2021001 Fee Schedule to include fees for the Mary Alice Warren Community Center
 - (c) [Resolution 2021061](#) - amending the Town's Alcohol Beverage Policy to include Mary Alice Warren Community Center and some other minor changes regarding requirements of the Sheriff's Office
- (3) [Ordinance 2021052](#) - amending Town Code Chapter 8 to be in conformity with State Statutes regarding firearms
- (4) [Resolution 2021062](#) - setting a public hearing to receive comments on UDO L-099 for Longwood Village's request for a site plan amendment because of the addition of a stormwater pond, loss of lots and street changes for the October meeting
- (5) [Resolution 2021063](#) - awarding contract to Kimley Horn in the amount of \$419,877.51 for the Lewisville-Vienna Road/Robinhood Road Roundabout Project engineering
- (6) Willow Run Municipal Service District (WRMSD)
 - (a) [Ordinance 2021054](#) - amending Budget Ordinance 2021001 in the amount of \$5,000.⁰⁰ to increase the WRMSD budget for the Emergency Action Plan (EAP) for the high hazard Falmouth Dam
 - (b) [Resolution 2021064](#) - authorizing the Town Manager to award the contract to update the WRMSD EAP for Falmouth Dam to Grimes Engineering of Clemmons in the amount of \$16,800.⁰⁰

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- b. Approval of Tentative Agenda for regular meeting on September 9, 2021
 - i. Council Member Sadler moved to approve the tentative agenda for the September 9th meeting. The motion was seconded by Council Member Welch and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.

- 8. **For the Good of the Order:**
 - a. Council Discussion
 - i. Council Member Franklin advised that he will not be able to attend the briefing meeting on October 7th.
 - ii. Council Member Foster asked for consideration to re-enforce CDC guidelines on outdoor settings for the Town's web site, especially with upcoming events.
 - (1) Council asked that a Lewisville Connect Call be made prior to the town's events as a reminder of the guidelines.

- 9. **Adjournment**
 - a. Having no other business to discuss, Council Member Franklin moved to adjourn the meeting at 9:12 p.m. The motion was seconded by Council Member Sadler and approved unanimously by a roll call vote of ayes from Council members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.

Mike Horn, Mayor

ATTEST:

Joyce C. McWilliams Walker, Town Clerk

TOWN OF LEWISVILLE - ORDINANCE 2021057
AMENDING THE TOWN OF LEWISVILLE ZONING ORDINANCE
OF THE UNIFIED DEVELOPMENT ORDINANCES AND ZONING MAP OF THE
TOWN OF LEWISVILLE, NORTH CAROLINA

(Zoning Docket L-099)
1138 Lewisville-Clemmons Road

WHEREAS, at its meeting on June 15, 2020, the Lewisville Town Council approved the rezoning of 1138 Lewisville-Clemmons Road, PIN's 5885-70-8928 and 5885-81-0388 from HB-S and RS-20 to RS-9-S for the subdivision to be known as Longwood Village; and

WHEREAS, the original conventional major subdivision site plan called for 38 lots; and

WHEREAS, the developer has requested a site plan amendment reducing the number of lots by four (4) to thirty-four (34) lots and a change in the street design; and

WHEREAS, Town of Lewisville published notification of this pending site plan amendment request on Sunday, September 19, 2021 and Sunday, September 26, 2021; and

WHEREAS, Town of Lewisville has received an affidavit of publication for the aforementioned dates; and

WHEREAS, sign posting of the property occurred on July 21, 2021; and

WHEREAS, these procedures have been performed and certified by Town Staff in accordance with North Carolina land use regulations found in N. C. §160D-601; and

WHEREAS, the Lewisville Town Council accepts the Staff Report; and

WHEREAS, the Lewisville Planning Board held its public hearing on August 1, 2021 and received no written comments; and

WHEREAS, the Lewisville Planning Board has favorably recommended the site plan amendment to the Town Council with existing conditions to remain in force as is.

NOW THEREFORE BE IT ORDAINED that the Lewisville Town Council finds that the proposed site plan amendment is consistent with and conforms to the goals and recommendations of the 2015 Lewisville Comprehensive Plan and the Forsyth County Legacy Plan. Further, we find that the action to be taken is reasonable and in the public interest and therefore approve the amendment.

BE IT FURTHER ORDAINED AS FOLLOWS:

Section 1. Erosion control permits shall be obtained through the City of Winston-Salem.

Section 2. Stormwater management permits, if required, must be obtained through the Town of Lewisville.

Section 3. TRC comments, herein incorporated by reference, must be remedied.

TOWN OF LEWISVILLE - ORDINANCE 2021057
AMENDING THE TOWN OF LEWISVILLE ZONING ORDINANCE
OF THE UNIFIED DEVELOPMENT ORDINANCES AND ZONING MAP OF THE
TOWN OF LEWISVILLE, NORTH CAROLINA

Section 4. The waiver granted by the Town Council approving the request by the developer not to have inter-connectivity for the streets due to terrain remains in effect.

Section 5. This ordinance shall be effective from and after its adoption.

ADOPTED THIS THE 14th DAY OF OCTOBER, 2021 BY THE LEWISVILLE TOWN COUNCIL.

Mike Horn,
Mayor

ATTEST:

Joyce C. McWilliams Walker
Town Clerk

Lewisville Technical Review Committee (TRC)

PRELIMINARY SITE PLAN REVIEW

- 1) SITE PLAN TITLE AND NUMBER: Longwood Village Subdivision, L-099
- 2) TYPE OF DEVELOPMENT: Subdivision Site Plan Amendment
- 3) ACREAGE: 13.57 Acres
- 4) ZONING: Current zoning RS-9 S
Proposed Review: Preliminary Major Subdivision
- 5) # UNITS/LOTS: 34
- 6) DENSITY, IF RESIDENTIAL: 2.51 Lots Per Acre
- 7) LOCATION OF DEVELOPMENT: Subdivision is located on the southwest side of Lewisville-Clemmons Road.
- 8) SITE PLAN PREPARER: Allied Design, Inc.
c/o Steve Causey
4720 Kester Mill Rd
Winston-Salem, NC 27103
(336) 765-2377
- 9) DEVELOPER: Allegro Investment Properties, LLC
c/o Ron Davis
380H Knollwood St, # 253
Winston-Salem, NC 27103
- 9) OWNER AND/OR AGENT: PIN: 5885-70-8928
Kaplan Partners
1310 Lewisville-Clemmons Rd
Lewisville, NC 27023

PIN: 5885-81-0388
Kaplan Partners
1310 Lewisville-Clemmons Rd
Lewisville, NC 27023
- 10) PRELIMINARY CONDITIONS: Conditions on the following pages are additional requirements for development. All other city or county code regulations still apply.

Lewisville Planning: Stacy Tolbert planner@lewisvillenc.net

- Only one side on-street parking allowed due to street pavement width.
- 1 tree per lot required (can be noted)

Addressing: Matthew Hamby hambyme@forsyth.cc

- Need to have two unique street names approved through MapForsyth. Looks like both streets are labeled Longwood Village Drive.

Erosion Control: Matthew Osborne matthewo@cityofws.org

- An Erosion Control Plan has been submitted through the electronic plan review system and is currently under review. A Grading/Erosion Control Permit will not be issued until the Erosion Control Plan has been approved. If this site plan amendment contains changes for the Erosion Control Plan that is currently under review then revisions must be submitted to ensure the Erosion Control Plan that is eventually approved matches the work that will be done on-site. Erosion Control reviews on Building Permits will not be approved until the Grading/Erosion Control Permit has been issued, a preconstruction conference has been conducted on-site, and initial Erosion Control measures have been installed and inspected by the Erosion Control Inspector for the project.

Fire: Brian Booe booe@forsyth.cc

- NO NEW COMMENTS FOR L-099
- *Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds. The plans call for a road surface supporting 70,000 pounds.*
- *On the building plan, the maximum building height states 40 feet. If this is the case, the site plan will have to meet Section D105 of Appendix D of the fire code.*
- *D105.2 Width-Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof.*
- *D105.3 Proximity to building- At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet and a maximum of 30 feet from the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.*
- *D105.4 Obstructions- Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.*
- *Fire Hydrant Spacing-Hydrant spacing is 500 feet and based on measurements, two additional hydrants will be required for this site.*
- *Also will parking be allowed on the streets?*

Inspections: Amy McBride amym@cityofws.org

- NO NEW COMMENTS FOR L-099
- *A grading permit is required.*
- *NCDOT driveway permit required.*

<ul style="list-style-type: none"> • <i>What is the total lot width of lot 1?</i> • <i>Signage requires a separate permit.</i>
NCDOT: Victoria Kildea vrkildea@ncdot.gov <ul style="list-style-type: none"> • NO NEW COMMENTS FOR L-099 • <i>NCDOT Driveway Permit required</i> • <i>NCODT encroachment agreement required for utility toes in Lewisville-Clemmons Road right of way.</i> • <i>Left turn with 50 ft of storage and 100 ft taper which could require 3 lane section if widening tapers from development to the North overlaps.</i>
Public Works: Ryan Moser publicworks@lewisvillenc.net <ul style="list-style-type: none"> • A second, separate stormwater review for the site plan amendment is required.
Stormwater: Linda Pass linda.pass@stantec.com <ul style="list-style-type: none"> • A few minor stormwater review comments were sent to developer before the change. Those comments are expected to be addressed and the sand filter sizes be adjusted for the new conditions in their resubmittal package.
Utilities: Chris Jones charlesi@cityofwfs.org <ul style="list-style-type: none"> • NEW COMMENT – another review required at permitting stage for finalize alignments.
Lewisville Fire: Chief Darin Needham darinN@lewisvillefire.com <ul style="list-style-type: none"> • NO NEW COMMENTS FOR L-099 • <i>Traffic pattern? One way or bi-directional flow?</i> • <i>Parking allowed on street? One side or two?</i> • <i>Traffic calming structures in roadway?</i> • <i>Trees along roadside, future canopy extension into roadway coupled with on street parking could prevent safe passage/response of fire apparatus.</i> • <i>Water main sizes/hydrant flows to accommodate maximum fire flow requirements of structures erected on site.</i> • <i>Lewisville Fire would be interested in any training opportunities derived from existing structures prior to or in coordination with demolition.</i>

X = Subject Property of Request

1 inch = 300 feet



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Created by: Stacy Tolbert

**RESOLUTION 2021065 OF THE LEWISVILLE TOWN COUNCIL
AUTHORIZING THE INTERLOCAL AGREEMENT BETWEEN
FORSYTH COUNTY AND THE TOWN OF LEWISVILLE AS MEMBERS
OF THE HISTORIC RESOURCES COMMISSION**

WHEREAS, Forsyth County has been designated a Certified Local Government (CLG) by the National Park Service of the U.S. Department of Interior; and

WHEREAS, Forsyth County is authorized to represent Town of Lewisville and other municipalities as members of the Historic Resources Commission (HRC) pursuant to the provisions of N.C.G.S. 160A-400.7; and

WHEREAS, Town of Lewisville is a participant in the HRC's architectural survey and has contributed \$2,032 to the project thus far; and

WHEREAS, the Historic Resources Commission HRC is prepared to enter into the next phase of the Forsyth County architectural survey which includes the manuscript and research phase as well as publication; and

WHEREAS, the County and participating municipalities share the cost of this project; and

WHEREAS, the remaining cost to the Town of Lewisville is estimated at \$10,312.50, to be paid over the next three (3) years ending December 1, 2021, 2022, and 2023.

NOW THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL that the Town Manager is authorized to execute the interlocal agreement between the Town of Lewisville and Forsyth County that provides for membership in the Joint Historic Resources Commission under Forsyth County's Certified Local Government designation and to submit its share of the cost in this phase of the project.

Resolved and effective upon adoption, this the 14th Day of October, 2021 by the Lewisville Town Council.

Mike Horn,
Mayor

ATTEST:

Joyce C. McWilliams Walker
Town Clerk

**NORTH CAROLINA
FORSYTH COUNTY**

INTERLOCAL AGREEMENT

THIS AGREEMENT, entered in this 1st day of October, 2021, by Forsyth County (the "County"), and the Town of Bethania, Village of Clemmons, Town of Kernersville, Town of Lewisville, Town of Rural Hall, and Town of Walkertown, (collectively, the "Towns");

WITNESSETH

WHEREAS the National Park Service of the United States Department of Interior has designated Forsyth County a Certified Local Government (CLG);

WHEREAS on April 10, 2017, the County and the Towns executed an interlocal agreement whereby the County, in its capacity as a CLG, provided the Towns access to services including the County-Wide inventory of properties of historical, prehistorical, architectural, or cultural significance.

WHEREAS Forsyth County Historic Resources Commission (the "HRC") whose members are appointed by the County, Winston-Salem, Kernersville, and Clemmons, carry out duties relating to historical preservation as specified in federal, state and local preservation laws, and its certification agreement with the North Carolina State Historic Preservation Office ("SHPO");

WHEREAS the County and the Towns designate the HRC as its CLG commission, and it will represent Forsyth County and all the municipalities within Forsyth County;

NOW, THEREFORE, in consideration of the premises and the mutual promises hereinafter set forth, the County and the Towns, agree as follows:

1. Scope of Work. The HRC, working with and on behalf of the County, shall complete the Forsyth County Architectural Survey and Publication Project (the "Project"). The scope of the County's work includes hiring a professional consultant who will research and write a publication manuscript based upon the information compiled through the work from the County architectural survey update work completed in 2018-2021 and existing National Register nomination for properties and districts, along with additional research as necessary to prove adequate historical background and architectural analysis in the publication essay and entries. It will include the unincorporated portions of the County and the Towns, and will not include the City of Winston-Salem.

The Manuscript and Research Phases consists of drafting a new essay on the architectural history of Forsyth County through 1970 with an emphasis on twentieth century development and building types; editing and drafting property entries; preparation of all front and back material including but not limited to the foreword, acknowledgements, bibliography, indexes, glossary, photo credits, and any other necessary appendices; selecting and securing all illustrative materials, including photos and maps; and writing captions necessary for printing. Working

through the County, the HRC may contract with a book designer or publication company to prepare the manuscript for publication and printing. The HRC will administer the project through publication and printing, with the final product being a hard bound book.

2. Financial Responsibilities. The Project began in 2018, and the total project costs paid to date are \$65,000. This amount includes completion of the three-year architectural survey portion of the project. The remainder of the project includes three phases: two phases of preparing the manuscript and research; and one phase consisting of the publication of a book.

- A. The County shall collect and disburse all funds herein to pay for the Project. The HRC staff shall administer the project including all requirements for any grant funds received.
- B. The County and Towns shall pay for the following services as set forth hereinbelow:

Name	Total Percent of Project	2021/2022 Manuscript/ Research Phase 1 of 2	2022/2023 Manuscript/ Research Phase 2 of 2 With Grant Funding of \$15,000	2022/2023 Manuscript/ Research Phase 2 of 2 (No Grant Funding Received - \$40,000)	2024/2025 Publication Phase 1 of 1	Total Remaining for last 3 phases with 2021 Grants Funds only	Total Remaining for last 3 phases with 2021 & 2022 Grants Funds
Funding Due by:		December 1, 2021	December 1, 2022	December 1, 2022	December 1, 2023		
TOTAL Project Cost		\$40,000	\$40,000	\$40,000	\$100,000	\$180,000	\$180,000
Funding from Historic Preservation Fund Grant		\$15,000 (Received)	\$15,000 (Estimate)	\$15,000 (Estimate)	N/A	\$15,000	\$30,000
Funding Local Portion		\$25,000	With Grant - \$25,000	(No Grant Funding Received - \$40,000)	\$100,000	\$165,000	\$150,000
Breakdown of Local Portion							
County At-Large	50%	\$12,500	\$12,500	\$20,000	\$50,000	\$82,500	\$75,000
Clemmons (CLG)	10%	\$ 2,500	\$ 2,500	\$ 4,000	\$10,000	\$16,500	\$15,000
Kernersville (CLG)	15%	\$ 3,750	\$ 3,750	\$ 6,000	\$15,000	\$24,750	\$22,500
Bethania	6.25%	\$ 1,562	\$ 1,563	\$ 2,500	\$ 6,250	\$10,312.50	\$ 9,375
Lewisville	6.25%	\$ 1,562	\$ 1,563	\$ 2,500	\$ 6,250	\$10,312.50	\$ 9,375
Rural Hall	6.25%	\$ 1,563	\$ 1,562	\$ 2,500	\$ 6,250	\$10,312.50	\$ 9,375
Walkertown	6.25%	\$ 1,563	\$ 1,562	\$ 2,500	\$ 6,250	\$10,312.50	\$ 9,375

The HRC has received a grant for \$15,000 from the Historic Preservation Fund for the first phase of the Manuscript/Research Phase 1 of 2 for fiscal year 2021-2022. The HRC will apply for an additional \$15,000 of grant funds from the Historic Preservation Fund for Manuscript/Research Phase 2 of 2 for fiscal year 2022-2023. The chart above provides totals for both scenarios if the grant is received and if it is not. If the HRC receives any grant in a different amount than as set forth above, the parties' shares shall be adjusted on a pro rata basis. As noted, the County and each town shall pay the annual share by December 1 of each of the three contracted years, 2021, 2021, and 2023.

3. Deliverables. The HRC will order 2,000 copies of the book. The break down of deliverables for the County and Towns is as follows:

Name	Total Percent of Project	2022/2023 Books
County At-Large	50%	1,000
Clemmons (CLG)	10%	200
Kernersville (CLG)	15%	300
Bethania	6.25%	125
Lewisville	6.25%	125
Rural Hall	6.25%	125
Walkertown	6.25%	125
TOTAL	100%	2,000

If funding is insufficient to purchase 2,000 books, the HRC shall purchase as many as funding allows and distribute them on a pro rata basis, according to the shares set forth above.

4. Other Responsibilities:

- A. The County and Towns will be responsible for selling and/or distributing the books at their discretion.
- B. The HRC shall perform the following services:
 - a. The HRC will deliver the books to each of the County or municipality's main governmental building or other designated location.

- b. The HRC will distribute two copies of the book to all County public libraries and one copy to all public high schools in Forsyth County, North Carolina.
- c. The HRC will provide the cost for each book and a recommended selling price when the books are delivered.
- d. The HRC will sell to the public books from the County's portion printed.
- e. The HRC will work to establish local vendors to sell the book from the County's portion printed.
- f. The HRC will hold one presentation, given by the author, at a public location within each of the town/village limits along with two general presentation at two locations to be determined. HRC staff will sell book to the public from the County's portion at each event.

5. Term. This Agreement shall be effective October 1, 2021, and shall terminate December 31, 2026, with an option to extend or amend if mutually agreed upon by the parties.

6. Entire Agreement. This Agreement shall not be altered, amended, modified, or assigned, except by an agreement in writing executed by duly authorized officials of all Parties. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of North Carolina, with the exception that conflicts of laws provisions shall not apply.

7. Liability. To the extent required by law, each party to this Agreement will be responsible for its own actions under this Agreement and shall not be liable to the other party for any civil liability that may arise hereunder.

8. Notice. All notices permitted or required to be given by one party to the other party(s) shall be addressed and delivered in writing as follows:

Michelle M. McCullough
Historic Resources Officer
100 East First Street
P.O. Box 2511
Winston-Salem, NC 27102
michellem@cityofws.org

Forsyth County
201 N Chestnut Street
Winston-Salem, NC 27101

Bethania
5385 Ham Horton Lane
P.O. Box 259
Bethania, NC 27010

Village of Clemmons
Village Hall Office
3715 Clemmons Road
Clemmons, NC 27012

Town of Kernersville
134 East Mountain Street
P.O. Box 728
Kernersville, NC 27284

Town of Lewisville
6510 Shallowford Road
Lewisville, NC 27023

Town of Rural Hall
423 Bethania-Rural Hall Road
P.O. Box 549
Rural Hall, NC 27045

Town of Walkertown
5177 Main Street
PO Box 39
Walkertown, NC 27051

IN TESTIMONY WHEREOF, the COUNTY and the TOWNS have caused these presents to be executed by their respective, duly authorize officers on the day and year first above written.

FORSYTH COUNTY, NORTH CAROLINA

Dudley Watts, Jr, County Manager
Date: _____

J.

ATTEST:

Ashleigh M. Sloop, Clerk to the Board
Date: _____

Approved as to form and legality.

This the ____ day of _____ 2021.

Gordon Watkins, County Attorney

TOWN OF BETHANIA

(SEAL)

By: _____

Brent Rockett,

Mayor

Date: _____

ATTEST:

Karen Keller, Town Clerk

Date: _____

VILLAGE OF CLEMMONS

(SEAL)

By: _____

John Wait,

Mayor

Date: _____

ATTEST:

Lisa Shortt, Village Clerk

Date: _____

TOWN OF KERNERSVILLE

(SEAL)

By: _____

Dawn H. Morgan,

Mayor

Date: _____

ATTEST:

Keith Hooker, Town Clerk

Date: _____

Town of Lewisville

(SEAL)

By: _____

Mike Horn,

Mayor

Date: _____

ATTEST:

Joyce C. McWilliams Walker, Town Clerk

Date: _____

Town of Rural Hall

(SEAL)

By: _____

Timothy M. Flinchum,

Mayor

Date: _____

ATTEST:

Dora Moore, Town Clerk

Date: _____

Town of Walkerton

(SEAL)

By: _____

Kenneth Davis,

Mayor

Date: _____

ATTEST:

Rusty Sawyer, Town Clerk
Date: _____

Forsyth County Architectural Survey Project

August 2021 - Total Estimated Project Cost: \$245,000 (6 years)

Name	Total Percent of Project	Total to Date 2018-2021 Cost (\$32,500 received in Grant Funds)	Manuscript Research/Writing 2 years <u>Without</u> Grant the 2 Phase Funding	<i>Manuscript Research/Writing 2 years With Grant Funding</i>	Publication 1-2 years Estimation Not to exceed	Remaining Balance 2021-2024	<i>Total Project Cost</i>
Total Cost		\$65,000 (Grant portion \$32,500)	\$80,000 (Grant portion \$15,000)	<i>\$80,000 (\$30,000 estimated Grant Funds)</i>	\$100,000	<i>\$180,000</i>	<i>\$245,00 Grants: \$47,500 or \$62,500)</i>
County At-Large	50%	\$16,250	\$32,500	<i>\$25,000</i>	\$50,000	<i>\$82,500 \$75,000</i>	<i>\$98,750 \$91,250</i>
Clemmons (CLG)	10%	\$3,250	\$6,500	<i>\$5,000</i>	\$10,000	<i>\$16,500 \$15,000</i>	<i>\$19,750 \$18,250</i>
Kernersville (CLG)	15%	\$4,874	\$9,750	<i>\$7,500</i>	\$15,000	<i>\$24,750 \$22,500</i>	<i>\$29,624 \$27,374</i>
Bethania	6.25%	\$2,032	\$4,063	<i>\$3,125</i>	\$6,250	<i>\$10,313 \$9,375</i>	<i>\$12,345 \$11,407</i>
Lewisville	6.25%	\$2,032	\$4,063	<i>\$3,125</i>	\$6,250	<i>\$10,313 \$9,375</i>	<i>\$12,345 \$11,407</i>
Rural Hall	6.25%	\$2,032	\$4,063	<i>\$3,125</i>	\$6,250	<i>\$10,313 \$9,375</i>	<i>\$12,345 \$11,407</i>
Walkertown	6.25%	\$2,032	\$4,063	<i>\$3,125</i>	\$6,250	<i>\$10,313 \$9,375</i>	<i>\$12,345 \$11,407</i>

**ORDINANCE 2021056 OF THE LEWISVILLE TOWN COUNCIL
DECLARING A ROAD CLOSURE FOR A CHRISTMAS PARADE**

WHEREAS, the Town Council of Town of Lewisville acknowledges a long tradition of an annual Christmas parade provided by the Lewisville Civic Club for the pleasure of its citizens; and

WHEREAS, this year, this ordinance is being prepared to be in compliance with COVID-19 pandemic crowd gatherings; and

WHEREAS, it is prudent that emergency organizations be prepared in the event that the parade will be held; and

WHEREAS, the Town Council of the Town of Lewisville acknowledges a parade requires approximately one and one half (1.5) hours to install signs and traffic control, and also requires approximately one and one half (1.5) hours for removing signs, traffic control and minimal litter pickup; and

WHEREAS, full litter removal will be completed by contract the following day; and

WHEREAS, roads will close to *through* traffic at 2:30 p.m. on the day of the parade; and

WHEREAS, law enforcement agencies and emergency services have been notified of the closure; and

WHEREAS, roads will be opened at the conclusion of the parade; and

WHEREAS, the North Carolina Department of Transportation has reviewed the route cited below and determined that there are no DOT projects or maintenance activities scheduled for the date of the parade.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Lewisville, pursuant to the authority granted by G.S. 20-169, that they do hereby declare a temporary road closure during the day and times set forth below on the following described portion(s) of a State Highway System route:

Date: Sunday, December 12, 2021

Times: 1:30 p.m. to 5:30 p.m.

Route Description: Lewisville-Vienna Road (SR 1308) from the Great Wagon Road to Shallowford Road (SR 1001); from Shallowford Road (SR 1001) to the Williams Road/Shallowford Road Roundabout; right onto continuation of Shallowford Road (SR 1001) to right onto Belnette Drive (local); right onto David McKee Street (local); and left onto the Great Wagon Road (local).

Additional Closures: * Lewisville-Vienna Road (SR 1308) from Jennings Road/Grapevine Road (SR 1307) to the Great Wagon Road at Lewisville-Vienna Road for emergency services staging.

**ORDINANCE 2021056 OF THE LEWISVILLE TOWN COUNCIL
DECLARING A ROAD CLOSURE FOR A CHRISTMAS PARADE**

* Streets along Shallowford Road: Great Wagon Road, Ezzo Lane, Conrad Circle, Shallowford Village Court, Styers Street, Lewisville-Clemmons Road, North Street and inclusive neighborhood, Lucy Lane, Arrow Leaf Drive, David McKee Street, Mock Garden Lane, Sunny Acres Drive, Belnette Drive and Brookside Drive and inclusive neighborhood.

This ordinance is to become effective when signs are erected giving notice of the limits and times of the parade and implementation of adequate traffic control to guide *through* vehicles around the parade route.

Adopted this the 14th Day of October, 2021 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Joyce C. McWilliams Walker, Town Clerk