

Lewisville Planning Board Work Session Meeting Minutes
April 27, 2016
6510 Shallowford Road - Room #201
7:00pm

I. Call to Order

- A. Planning Board Chair Jeanne Marie Foster called the meeting to order at 7:02 p.m. Planning Board members present were Suzanne Fawley, newly appointed member of the Board, Paul Hari, Tom Lawson, Chester Patterson and Michael Prince. Katie Heath could not attend. Staff members present were Attorney Bowen Houff and Town Planner Marty Myers. Also present were Paul Kron, Foothills Planning and Design, and the Chair and Vice Chair respectively of the Utilities Committee, Lang Wilcox and Ed Rachlin.
 - 1. Ms. Fawley volunteered to assist in developing a package of information for new members of the Board.
- B. Approval of Agenda
 - 1. Paul Hari moved to approve the agenda. The motion was seconded by Tom Lawson and approved unanimously.

II. Approval of Minutes

- A. April 13, 2016
 - 1. Tom Lawson moved to approve the April 13, 2016 minutes. The motion was seconded by Michael Prince and approved unanimously.

III. Reports

- A. Chair's Report
 - 1. Mrs. Foster updated the Board on the Town's 25th anniversary celebration on Saturday, August 13, 2016 and how the Board can contribute to the celebration.
 - 2. She also provided information on the collaborative effort between the Planning Board and the Lewisville Utilities Committee given the need to complete the Small Area Plan for Robinhood Road.
- B. Planner's Report
 - 1. Mr. Myers reported information on the citation that was sent to Aristopets. Mr. Houff also provided information on the existing conditions that had not been met and the conditions required by Council. The citation had been sent by Inspections indicating the bone in the yard was considered a sign and not art. It has been determined that the bone is art and that portion of the citation has been withdrawn. Other conditions are still in violation and must still be met.
 - a. Mr. Lawson suggested that the Board needs to revisit the sign ordinance for signs internal to shopping centers, shopping center signs, highway business signs, statues and art.
 - b. Mr. Myers was asked to report at the next meeting on some "boiler plate" sign items that can be amended in the UDO.
- C. Lewisville Utilities Committee Update - Lang Wilcox, Chair
 - 1. Mr. Wilcox provided background information on his involvement with the Town and his background in the building industry. He commented that forming the Utilities Committee will help to move the Town forward and a collaborative effort between the

Lewisville Planning Board Work Session Meeting Minutes
April 27, 2016
6510 Shallowford Road - Room #201
7:00pm

two groups will be a plus. The Town has effectively managed growth and is the strength of the Town. He commented that the sewer study is very detailed and complex; however, the way it has been assembled it can be broken into small manageable chunks and is dynamic. The plan uses worst case scenarios to allow densities to somewhat predict pipe size. He provided the general scope of the study.

- a. There was discussion on using the pipe size as a limiting factor to support the vision of the Town.
- b. There was discussion on the role of the liaison to the Utilities Committee.
- c. There was a suggestion that future meetings should focus on specific items.
- d. Mr. Wilcox suggested that the cooperative group(s) select areas of first concern, select a priority/project, determine funding to move the project forward. He said his plan is to come back to the Board with an outline on how to move projects forward.
- e. There was also a suggestion on providing clear objectives for each meeting and completing that item, with and without concerns about time.
- f. Members still requested copies of the study. Mr. Wilcox will get with Mr. Myers to see about receiving a digitized copy of the study.

IV. Public Hearings

- A. None

V. Guests and Presentations - Paul Kron, Foothills Planning and Design, PLLC

- A. Mr. Kron explained his involvement in assisting the Planning Board with the Small Area Plan. He provided suggestions of various scenarios with several types of maps showing certain types of physical and historical data. Another map would provide a vision of growth using certain factors. He also emphasized prioritizing a project selection.
1. Mr. Lawson indicated some requirements had been provided to Mr. Myers that could be used by Mr. Kron in developing his information. Mr. Lawson also suggested a public/private partnership utilizing the excess capacity of the package treatment plant in Lissara in area 4 and the downtown.
 2. Mr. Kron suggested that a simple diagram of where things are located, such as the ridge line, would be a visual for members of the Board. He asked to get direction on Planning Board priorities.

VI. Old Business

- A. Continued Discussion of Relationship of Small Area Plans to the Town Wide Preferred Land Use Plan
1. Robinhood Road Small Area Plan
 2. Downtown Small Area Plan
 3. Gateway Small Area Plan
 4. Vienna Business District Plan Update
- B. Mr. Hari suggested that there should be focus on one item to its completion and then move to

Lewisville Planning Board Work Session Meeting Minutes
April 27, 2016
6510 Shallowford Road - Room #201
7:00pm

the next and then the next, etc.; however, the group will be sensitive to priorities depending on the approval of the school.

- C. Mrs. Foster suggested she will come to the next meeting with a draft time-line that will move multiple projects to completion.
- D. Mr. Kron provided examples of documents he would use to help the Board visualize various areas such as MU-S zoning in the Robinhood Road area.

VII. Unfinished Business

- A. Draft 2016 Plan of Work for the Planning Board
 - 1. Preferred Land Use Plan(s)
 - 2. Small Area Plan(s)
 - a. Draft Lighting Ordinance
 - b. Draft Drive-Thru Ordinance
 - 3. Planning Processes
- B. There was a suggestion that the next meeting at which Mr. Wilcox is invited, there not be any other topics on the agenda.

VIII. New Business

- A. None

IX. Board Discussion

- A. Miscellaneous
- B. Next Meetings
 - 1. Next Regular Public Hearing meeting **May 11, 2016** (2nd Wednesday of the month)
 - 2. Next Regular Work Session meeting - **May 25, 2016**, (4th Wednesday of the month)

X. Adjournment

- A. Having no other business to discuss, Michael Prince moved to adjourn the meeting. The motion was seconded by Chester Patterson and approved unanimously.

Respectfully Submitted,

Joyce C. McWilliams Walker,
Town Clerk

Jeanne Marie Foster,
Chair