

Lewisville Planning Board Public Meeting Minutes
May 11, 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, Paul Hari, Tom Lawson, Chester Patterson and Michael Prince. Katie Heath could not attend. Staff member present was Town Planner Marty Myers. Also present was Bill Powell, Winston-Salem/Forsyth County Schools. Attorney Bo Houff and Town Clerk Joyce Walker arrived at 7:30 p.m. In addition, Ben Sheldon, Boy Scout Troop 715, was present working on his communication merit badge. Members of the Lewisville Student Leadership Committee were Abby, Chase and CJ Hill.
- B. Approval of Agenda
 - 1. Chester Patterson moved to approve the agenda. The motion was seconded by Paul Hari and approved unanimously.

II. Approval of Minutes

- A. Chester Patterson moved to approve the April 27, 2016 minutes. The motion was seconded by Tom Lawson and approved unanimously.

III. Reports

- A. Chair's Report
 - 1. Mrs. Foster reviewed and elaborated on the information (directives) that had been captured at the meeting on April 28th and goals stemming from the items identified to be completed at each meeting.
 - 2. She requested input on the time line for completion of work and the interaction of the chairs of the boards and committees.
 - 3. The Town's anniversary is August 13th. Mrs. Foster asked for a volunteer to coordinate the anniversary activities and for the members to think about and discuss what the Board members want to do for their table since she will be working with the children's activities.
 - a. Board members have been asked to secure the area for the corn hole users.
 - b. She described the various areas being used for activities, vendors and food after which there was discussion on what might be included in the Planning Board area.
 - c. Suzanne Fawley volunteered to coordinate the "layout" for the Board's presentation(s) and will work with Mrs. Foster and Mr. Hari.
 - d. Chester Patterson will work with Stormwater.
 - 4. Joint meetings with board and committee chairs
 - a. The mayor has scheduled quarterly meetings to get the other chairs involved with the actions and their respective responsibilities as described in the Comprehensive Plan and to communicate with one another on tasks of work.
- B. Manager's Report
 - 1. A written report was provided by Town Manager Hank Perkins and presented by Mr. Myers.
 - a. There was discussion on the upcoming cycling event.
 - (1) There was a suggestion to request the DOT to spruce up the area around the bridge.

Lewisville Planning Board Public Meeting Minutes
May 11, 2016
6510 Shallowford Road - Room #201
7:00pm

- (2) Board members were reminded that transportation (roads) assessments and plans are a part of the board's charter.
 - (a) Discussion on transportation plan is to be added to the June agenda.
 - C. Planner's Report
 - 1. Board members were asked to place June 21st (from 4-7pm) on their calendar to attend the public information session on the Great Wagon Road preliminary design and assessment.
 - D. Lewisville Utilities Committee Report
 - 1. There was discussion on the liaison's role in attending the Utilities Committee meetings and whether there should be joint meetings on certain topics as needed.
 - a. Mr. Patterson recommended that there be more clarity between the chairs of the Planning Board and Utilities Committee in conjunction with him as liaison.
 - 2. There was also discussion on how the sewer feasibility study will be used by both the Planning Board and the Utilities Committee will be used in the future and that he is a resource for them (Utilities).
 - a. Staff was asked to provide copies of minutes of both groups to each other.
 - E. Anniversary Committee Report
 - 1. Discussed earlier.
- IV. **Public Hearings**
- A. None.
- V. **Guests and Presentations**
- A. None.
- VI. **Old Business**
- A. Plan of Work - Time Line Review
 - 1. Next meeting, review the Downtown Plan.
 - B. Small Area Plans
 - 1. The consultant is developing guidelines that might have applicability for all needed small area plans.
 - a. Mr. Myers provided the time line for the scope of work for the consultant (while the Board is working on other projects simultaneously).
 - (1) Robinhood Road/Downtown/Gateway/Vienna Business District
 - (2) Base Maps Outlining Existing Conditions - Summer 2016
 - (3) Robinhood Road 1st Draft - August 2016
- VII. **New Business**
- A. Discussion of Proposed Changes to the Town's Sign Ordinances
 - 1. Signage
 - a. Board members were provided information on signage and asked to review definitions from other towns as it relates to public art.
 - (1) With the creation of the county public art commission, it was

Lewisville Planning Board Public Meeting Minutes
May 11, 2016
6510 Shallowford Road - Room #201
7:00pm

suggested that the definition be tweaked to coincide with the county's definition of public art and so that the definition will not be in conflict with the sign definition.

- b. Mr. Houff provided background information on art as a sign and updated the Board on an existing case involving public art/signage.
 - (1) There was a comment that this topic ties into the Downtown District Plan, signs in Shopping Centers and the Gateway. It was mentioned that the Davidson web site has information and a link to their development ordinance that might be helpful.

VIII. Unfinished Business

- A. The Draft Lighting Ordinance and Draft Drive-Thru Ordinance will be brought to the Board for review so that they can get on the development schedule and can be sent to Council.

IX. For the Good of the Order

- A. Public Comments
 - 1. None.
- B. Board comments**
 - 1. For the next meeting, Board members are to review the Downtown document so that members can be brought up to speed and will be familiar with the information contained therein.
 - a. Mrs. Foster will update the time line and tie in ordinances, etc.

X. Board Discussion

- A. Miscellaneous
 - 1. None
- B. Next Meetings
 - 1. Next Regular Public Hearing meeting **June 8, 2016** (2nd Wednesday of the month)
 - 2. Next Regular Work Session meeting - **May 25, 2016**, (4th Wednesday of the month)

XI. Adjournment

- A. Having no other business to discuss, Chester Patterson moved to adjourn the meeting at 9:30 p.m. The motion was seconded by Michael Prince and approved unanimously.

Respectfully Submitted,

Joyce C. McWilliams Walker,
Town Clerk

Jeanne Marie Foster,
Chair