

**Lewisville Planning Board Public Meeting Minutes**  
**June 8, 2016**  
**6510 Shallowford Road - Room #201**  
**7:00pm**

**I. Call to Order**

A. Roll Call

1. Chair Jeanne Marie Foster called the meeting to order at 7:04 p.m. Board members present were Suzanne Fawley, Paul Hari, Tom Lawson, Michael Prince and Chester Patterson. Katie Heath was not in attendance. Also present were Attorney Bo Houff, Planner Marty Myers and Town Clerk Joyce Walker.

B. Approval of Agenda

1. Mrs. Foster asked to move the public hearing to Item 2 and under New Business, add (B-GWR priorities and (C)-Community Center.
2. Tom Lawson moved approval of the agenda as amended. The motion was seconded by Michael Prince and approved unanimously.

**II. Public Hearings**

A. Amend the definition of a Sign as found in the Lewisville UDO, Chapter A, Article II - Definitions

1. Staff report - this new paragraph is amending the definition to signs by providing more clarity. The existing paragraph would be replaced with the new definition. This amendment is for definition only. Regulations will be reviewed at a later date.
2. Public Hearing
  - a. The public hearing was opened at 7:30 p.m.
    - (1) There was no one present to speak either for or against the amendment.
  - b. Having no speakers, the public hearing was closed at 7:31 p.m.
3. Board members discussed the amendment to the definition with public art as a sub-definition. The next step will be to look at sizes.
4. Attorney Houff explained the Supreme Court case on signs that he has been reviewing for the last few months in order to update the UDO as well as Town Code. He is working on how a sign can convey information without reading content.
  - a. In two or three months, Mr. Houff will bring additional sign information to the Board on sign information based on the Supreme Court case.
  - b. Mr. Henning will be having his first meeting with the county committee on public art and that information will be conveyed when received.
5. After discussion, Tom Lawson moved to recommend the UDO amendment to Town Council as presented. The motion was seconded by Michael Prince and approved unanimously.

**III. Approval of Minutes**

A. May 25, 2016

1. The minutes of the 25<sup>th</sup> indicated that Mrs. Foster was the contact for the Town's 25<sup>th</sup> Anniversary Celebration. For the record, Mrs. Fawley pointed out on 3(i) that she has been tasked to contact Mrs. Mock and Mrs. Linker for the anniversary.
2. Tom Lawson moved to approve the minutes as presented. The motion was seconded by Michael Prince and approved unanimously.

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**IV. Reports**

- A. Chair's Report
1. June 25<sup>th</sup> is the Street Party.
  2. There will be support/non-support of the cycling event discussed at the Council meeting on the 9<sup>th</sup>.
  3. Mayor Horn met with all board and committee chairs to review all action items.
    - a. The Planning Board was tasked with most items including the Community Center as a priority (project management) instead of the Parks, Recreation and Cultural Development Board.
    - b. There was more clarity about Utilities. Planning Board will plan and Utilities will implement.
    - c. Recycling will take on more about sustainability and there is to be a name change for this committee.
      - (1) Mrs. Fawley stated her daughter could be a contact on the sustainability issue.
    - d. Parks and Recreation will be taking on more as it relates to health and wellness.
- B. Planner/Manager's Report
1. Mr. Myers reported that a web site has been created for the Great Wagon Road Project. There is a public input session scheduled for June 21<sup>st</sup>.
    - a. Staff was asked to send a reminder to all the boards and committees and get information on Channel 6 and the web site.
    - b. There was discussion on the Planning Board's involvement in the project. One item of discussion was on build-to lines on the GWR.
  2. The MPO has approved the *Williams Road Gateway Improvement Project*.
    - a. Mr. Myers explained the project request to the MPO.
    - b. There was discussion on naming the project since the Planning Board has a project also called the *Gateway Project*.
      - (1) To keep the projects separate in everyone's mind, the Board will call this project the *Williams Road Improvement Project*.
- C. Lewisville Utility Committee Liaison Report
1. Mr. Patterson provided information on the Utilities Committee Sewer Report given by the engineering contractor. Mr. Patterson answered questions on the information in the report.
  2. There was discussion on the calculations used in the (Lewisville Rural Overlay) LRO area, the factors that were changed by CCUC, and that calculations were based on current zoning rather than the LRO.
  3. It was reiterated that the engineer has built his program so that figures can be updated based on changing information.
    - a. Next step: the contractor is updating information based on comments regarding how the calculations were made in the LRO area as well as updating the maps.
  4. The meeting with Utilities chair earlier discussed is no longer needed since the role of the liaison seems to be clarified.

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**Utility Committee Summary June 2016**  
***Sanitary Sewer***  
***Master Plan and Feasibility Study Update***  
Chester Patterson – Planning Board Liaison

5. CCUC Requests:
- a. Town of Lewisville growth goals through 2041
    - (1) Priority areas for possible sewer expansion during this time frame  
(in no specific order)
      - (a) Interceptors from Harper Road Lift Station to areas in South Lewisville
      - (b) Extension/rehabilitation of sewer system in the Reynolds Creek basin (Arbor Run/Sequoia) for current and future downtown business district and areas within close proximity.
      - (c) Extension of interceptor in Tomahawk Creek Basin for the future school site.
    - (2) Basic reassurance that the Town was not in the position to outgrow CCUC's projected growth plans.
6. Changes based on CCUC Recommendations:
- D. Pipe Capacity increased
    - 1. Facilitates more flows which could reduce pipe sizes
    - 2. Mostly affects interceptors and outfall lines
    - 3. Slope would still need to be accounted for.
    - 4. Possible changes to costs
  - E. Pump Station Peak Rates increased
    - 1. 4.0 peak pump rate instead of 1.5
    - 2. Changes pipe sizes and pump sizes
    - 3. Still questions related to which pumps
    - 4. Possible changes to cost
- V. Utility Committee Comments:
- A. The Sewer Study was very well received by the Committee and comments were made to the level of detail in the maps and spreadsheet.
  - B. The Study takes current zoning as the basis with no consideration to the LRO (Lewisville Rural Overlay) which is the preferred zoning for development of lands within this area. A request was made of the consultant to investigate the changes of the sewer study based on the changes related to the LRO.

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Respectfully – Chester Patterson, Planning Board Liaison on the Utilities Committee

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C. Attorney's Report

1. Mr. Houff reported on the three (3) pending lawsuits: Lewisville-Clemmons Road (clean-up), Shallowford Road (non-compliance) and Lewisville-Vienna Road (failure to obtain a building permit).

**VI. Guest and Presentations - None**

**VII. Old Business**

A. Small Area Plans - Status Report

1. The contractors are working on the plans. Some of the work is to be billed in this fiscal year. Mr. Myers will have more information available at the next meeting.

- B. There was discussion on the status of the property next to Jack Warren Park and the possibility of placing a new community center at that location.

**VIII. Unfinished Business**

A. Draft Lighting Ordinance (Component of Downtown SAP)

1. Mr. Myers will send the draft to members for their review.

B. Draft Drive-Thru Ordinance (Component of Downtown SAP)

1. This is being "parked" for the time being.

**IX. New Business**

A. Review - Downtown SAP/Overlay/Standards/Etc.

1. Mrs. Foster asked the Board member to review the Downtown Small Area Plan document that was accepted by Council several years ago as homework. Staff will send an email with a link to the document.

- B. Mr. Lawson asked the Board to consider recommending to the DOT placing a left turn into the area termed Area 4. He recommended the following for the Gateway so that a recommendation can be made to Council for their discussions with the DOT:

1. Move the left turn lane closer to the bridge.
2. Landscape the center island.
3. Provide a slip lane onto HWY 421 North.

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- 4. He also suggested using Starland Telusive's drive as a collector road and would be subject to the Town's street standards.
  - C. Paul Hari agreed to work with the Parks and Recreation Board to look into a location for a new community center and the center's needs.
  - D. Mr. Patterson asked to get the status of the stormwater study so that infrastructure can be integrated into the downtown plan.
- X. For the Good of the Order**
- A. Public Comments
    - 1. None.
- XI. Board Discussion**
- A. Meetings
    - 1. Next Regular Public Hearing meeting **July 13, 2016** (2<sup>nd</sup> Wednesday of the month)
    - 2. Next Regular Work Session meeting - **June 22, 2016**, (4<sup>th</sup> Wednesday of the month)
- XII. Adjournment**
- A. Having no other business to discuss, Paul Hari moved to adjourn the meeting at 9:12 p.m. The motion was seconded by Tom Lawson and approved unanimously.

Respectfully Submitted,

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Joyce C. McWilliams Walker,  
Town Clerk

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Jeanne Marie Foster,  
Chair