

**Lewisville Planning Board Work Session Minutes**  
**October 26, 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. Board members present were Suzanne Fawley, Paul Hari, Tom Lawson, Michael Prince, and Chester Patterson. Staff members present were Planner Marty Myers, Attorney Bo Houff and Town Clerk Joyce Walker. Parks and Recreation liaison was unable to attend.
- B. Guest - Paul Kron, Foothills Planning and Design
- C. 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. August 31, 2016
  - 1. Tom Lawson moved to approve the August 31, 2016 minutes. The motion was seconded by Paul Hari and approved unanimously.
- B. October 12, 2016
  - 1. Chester Patterson moved to approve the October 12, 2016 minutes. The motion was seconded by Suzanne Fawley and approved unanimously.

**III. Reports**

- A. Chair's
  - 1. Mrs. Walker advised that the time capsule from the town's 25<sup>th</sup> anniversary celebration will be buried on Saturday, October 29<sup>th</sup> at 10:00 a.m. at Shallowford Square. The volunteer luncheon for all board and committee members will be at 11:00 a.m. also at Shallowford Square on the 29<sup>th</sup>.
  - 2. Everyone was reminded of the DOT Great Wagon Road (GWR) project public meeting on November 1<sup>st</sup>. Town Council members, board and committee member are invited between 3:00 p.m. and 4:00 p.m. and the general public is invited from 4:00 p.m. to 7:00 p.m.
  - 3. Everyone was asked to support the bond for the school system.
  - 4. Mrs. Foster advised that the Beautification Committee has completed a list of Points of Interest in and around the Town of Lewisville and its association to the Small Area Plan.
  - 5. Mr. Myers advised everyone that the Manager's Report was included in everyone's packet for review and pointed out a few specifics.
    - a. Mrs. Foster pointed out the update to the town's web site.
  - 6. Mrs. Foster advised that there was no quorum for either board at the scheduled joint meeting between the Planning Board and Parks and Recreation; however, notes were taken on the discussion of those present and some of the ideas provided to board members present (today).
    - a. Mr. Lawson provided background information on the formation of the Vienna Business District (VBD).

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- b. There was discussion on the need to clarify: the need for (activity) space, a master facilities plan vs. community center, location and what **needs** will help to drive location.
- c. It was mentioned that there is a list of activities close to the town.

**IV. Public Hearings**

- A. None

**V. Guest(s) and Presentations**

- A. Paul Kron, AICP - Foothills Planning and Design, LLC
  - 1. Mr. Kron provided tissue overlays to maps of the Robinhood Road area and explained the process he used to plan the area around the proposed new school for growth using topography. He removed conservation areas, steep slopes and easements (which could be used as parks or linear greenways). Different ways to get to the school were identified along with stacking for drop-off/pick-up. Walkability was added into the plan based on information from the Comprehensive Plan. He explained the basis of his calculations using zoning, units per acre and density, once sewer is introduced, visioned out 50 years. He used neighborhood connectivity connected to the proposed school for traffic flow in addressing the stacking issue, one possible road of which was Ketner Road.
    - a. Some of the members discussed whether the future proposed areas should have high density and/or commercial and whether developing the area around Robinhood Road would take away from the downtown area.
    - b. After reviewing the plans and making suggestions, some next steps were:
      - (1) Have Mr. Kron review calculations.
      - (2) Look at more road access to the school.
      - (3) Create 3D models.
      - (4) Provide plans in 5-year phasing to show gradual growth.
    - c. Mr. Kron indicated he will need additional time (several months - thru April?) to complete the requests.

**VI. New Business**

- A. Review of a *draft* amendment to the UDO to add Distilleries and Micro-Breweries to the LD1-S, LD2-S, LB, PB and HB Zoning Districts
  - 1. Mr. Myers was suggesting that the square footage on the draft might be too much.
    - a. This is on hold for additional information.

**VII. Unfinished Business (Reminder)**

- A. Draft lighting Ordinance (Component of Downtown SAP)
- B. Draft Drive-Thru Ordinance (Component of Downtown SAP)
- C. Planning Processes
- D. Signage - Phase 2 - Ordinance Changes

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**VIII. Board Discussion**

- A. Next Meetings
  - 1. Next Regular Public Hearing meeting - **November 9, 2016** (2<sup>nd</sup> Wednesday of the month)
  - 2. Next Regular Work Session meeting - **November 30, 2016** (5<sup>th</sup> Wednesday of the month)

**IX. Adjournment**

- A. Having no other business to discuss, Chester Patterson moved to adjourn the meeting at 9:17 p.m. The motion was seconded by Michael Prince and approved unanimously.

ATTEST:

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Joyce C. McWilliams Walker,  
Town Clerk

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Jeanne Marie Foster,  
Planning Board Chair