

Lewisville Planning Board Public Meeting Minutes
January 11, 2017
6510 Shallowford Road - Room #201
7:00pm

I. Call to Order

- A. Chair Jeanne Marie Foster called the meeting to order at 7:05 p.m. Board members present were Tom Lawson, Michael Prince and Chester Patterson. Suzanne Fawley and Paul Hari were unable to attend. Staff members present were Attorney Bo Houff, Planner Marty Myers and Town Clerk Joyce Walker. Town Manager Hank Perkins and Parks, Recreation and Cultural Development Board Liaison Marci Gallman were also unable to attend
- B. Approval of Agenda
 - 1. Michael Prince moved to approve the agenda. The motion was seconded by Chester Patterson and approved unanimously.

II. Approval of Minutes

- A. Chester Patterson moved to approve the December 14, 2016 minutes as amended below.
 - 1. Correct the spelling on A.2.d.(3)(c) to read *corner* instead of *corn*.
 - 2. Correct A.3.a. to insert the word *sewer* in front of the word pipe.
 - 3. Item IX.B.1. second sentence is corrected to read, “.....**could be** gone.....” instead of “.....**is now** gone.....”
 - 4. Item IX.C. was corrected to read, “.....action plan **may not be** what.....” instead of “.....action plan **is not** what.....”
- B. The motion was seconded by Michael Prince and approved unanimously.

III. Public Hearings

- A. None

IV. Reports - Updates Since - 12/14/2016

- A. Chair’s Report
 - 1. Mrs. Foster discussed the need to capture items after each subject, to provide the results of the discussion, and to identify the person responsible for providing the results to the board and by when.
 - a. This information is to be available immediately following the meeting by the Planner.
 - 2. The Town Council cannot meet on February 11th as originally announced. The Board will discuss a retreat date later in the agenda.
 - 3. Michael Prince reported on his attendance at the Town Council Briefing meeting (Mrs. Foster was able to attend via Facetime) and Paul Kron’s presentation of the Northeast Area Development Plan. He explained why this was changed from the Robinhood Road Area to Northeast Area and boundaries; that this plan is to act as a guide to any development in the area; and that it is consistent with the town’s vision.
 - a. It was noted that the town has been working with the county and the City of Winston-Salem on those areas and there was discussion on the annexation agreement with the City of Winston-Salem and possible future agreements.

Lewisville Planning Board Public Meeting Minutes
January 11, 2017
6510 Shallowford Road - Room #201
7:00pm

4. Mrs. Foster identified items that were discussed at the last visit to the area by those in attendance:
 - a. They like traffic circles.
 - b. They did not want to replicate the traffic around the Meadowlark area.
 - c. Few talked about sewer for their particular property.
 - B. Planner's Report
 1. Mr. Myers reported on the meeting he attended between Mr. Aher and residents around his development. Questions around stormwater were answered as well as the misconceptions around required buffers, home footprints, and the historic home located on the property.
 - a. There was discussion on traffic on Reynolds Road which was identified as a DOT road and not the town's.
 - b. Because of traffic concerns, changes have been made to the site plan.
 - c. There was discussion on the possibility of having a pre-conference with experts, as with LD1 and LD2, prior to having site plans introduced to the Planning Board to review technical aspects of the plan. This would cover the entire town and not just the downtown.
 - (1) Solicit subject matter experts (SME's).
 - (2) This is to be brought back by the March 8th meeting.
 - (3) Tom and Chester will assist Mr. Myers.
 - d. There was a suggestion to formalize a policy that would also include Utilities.
 - e. There was also a suggestion to explore a floating scale for set-backs. This is to come before the board in April.
 - C. Manager's Report
 1. Board members reviewed the written report and discussed the information regarding a feasibility study for sewer service for the Great Wagon Road.
 - D. Utilities Liaison
 1. Mr. Patterson asked that the role of the liaison to Utilities be reviewed and maybe recommend that the liaison instead be an ex-officio. He also asked to be notified of relevant agenda items in sufficient time of the meeting.
- V. **Guest(s) and Presentations**
- A. None.
- VI. **Old Business**
- A. Discussion of Public Engagement Meeting in Vienna - January 25, 2017
 1. The board discussed what was to be accomplished at the meeting and what is to be imparted to those present:
 - a. This is the town's response to construction of the new school to be built off Robinhood Road and the sewer line that will bring development around it as well as being pro-active to the development and traffic that will come.
 2. Paul Kron will be asked to show only the boundary of the study area, roadway

Lewisville Planning Board Public Meeting Minutes
January 11, 2017
6510 Shallowford Road - Room #201
7:00pm

3. improvements, the new school site and the Vienna Business District for the 25th. Bill Powell, W-S/FC schools, and Paul Kron, consultant, will be asked to attend but not be the keynote speakers, only answer questions if asked.
4. There was discussion on whether to ask Kirk Erickson, W-S/FC planner, to be present. Presence is to be determined.

VII. New Business

- A. Planning Board Retreat
 1. Board members selected February 18, 2017 for their retreat. The meeting will begin at 8:30 a.m.

VIII. Unfinished Business

- 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

IX. Board Discussion

- A. Action item and consensus next steps were reviewed.
- B. Next Meetings
 1. Next Regular Public Hearing meeting - **February 8, 2017** (2nd Wednesday of the month)
 2. Next Regular Work Session meeting - **January 25, 2017** (4th Wednesday of the month) to be held at the Vienna Fire Department at 7:00 p.m.

X. Adjournment

- A. Having no other business to discuss, Michael Prince moved to adjourn the meeting at 9:20 p.m. The motion was seconded by Tom Lawson and approved unanimously.

ATTEST:

Joyce C. McWilliams Walker
Town Clerk

Jeanne Marie Foster
Chair