

Lewisville Planning Board Public Meeting Minutes
February 22, 2017
6510 Shallowford Road - Room #201
7:00pm

I. Call to Order

- A. Chair Jeanne Marie Foster called the meeting to order at 7:00 p.m. Board members present were Paul Hari, Tom Lawson, and Michael Prince. Suzanne Fawley was out of town and Chester Patterson was ill. Also present were staff members Attorney Bo Houff, Planner Marty Myers and Town Clerk Joyce Walker. Parks, Recreation and Cultural Development Board liaison Marci Gallman was unable to attend.
- B. Also present were Winston-Salem/ Forsyth County Schools representatives Bill Powell and Colon Moore.
- C. 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. February 8, 2017
 - 1. Tom Lawson moved to approve the February 8, 2017 minutes. The motion was seconded by Paul Hari and approved unanimously.
- B. February 18, 2017
 - 1. Tom Lawson moved to approve the February 18, 2017 special meeting minutes. The motion was seconded by Michael Prince and approved unanimously.

III. Guest(s) and Presentations

- A. Marcus Kiser - Sr. Assistant District Engineer - Division 9 NCDOT
 - 1. Mr. Kiser provided information on the make-up of the state (number of divisions), local division (included counties), and various members of the district office.
 - 2. He also explained that the DOT will need at least a preliminary mapping of the property with the school and possible entrances and exits in order to start looking at transportation needs and cannot speculate on those needs until a plan is received.
 - a. The DOT does not have a model for traffic impact studies (TIA's). That study is usually performed by the developer.
 - 3. When a plan is received, the DOT cannot direct improvement to off-site locations not directly involved with a project. Instead, the DOT will work with a municipality if necessary for an improvement but cannot require the improvement as part of the project.
 - 4. When the DOT receives a plan affecting one of their roads, it takes about two (2) weeks for review.
- B. Other discussions pertaining to the school and Northeast Area Plan
 - 1. Mr. Powell announced that an architect has been chosen and will be announced on March 14th.
 - a. A current road analysis will have to be done and then an analysis with the school added.
 - 2. There was discussion on the need for new connector roads.
 - a. Included in that discussion was the need for a collaboration between various government agencies for road improvements.

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3. The Planning Board's vision of possible density and infrastructure needs with the advent of the school were noted.
4. Items associated with the TIA were noted:
 - a. Site plan schematic.
 - b. Town to provide density numbers.
 - c. Proposed road plan sketch around school site.
 - d. Directions, medians, driveway alignments, etc.
 - e. Inside school site road system.
 - f. DOT assessment.
 - g. Funding:
 - (1) School.
 - (2) Town.
 - (3) Dot.
 - (4) MPO.
5. For the meeting on March 22, 2017:
 - a. Invite representatives from the DOT.
 - b. Have large maps and handouts in 11x17 size.
 - c. Tables with visual aids.

IV. Reports - Updates Since - 2/8/2017

- A. Chair's Report
- B. Planner/Manager's Report
- C. Utilities Liaison

V. Old Business

- A. Review and Follow-up of the Planning Board Retreat - February 18, 2017
- B. Plan of Work
- C. Planning Board Budget
 1. TIA - depending on when it will be spent
 2. Consensus for consultants - 4 or 5 studies at \$15,000.⁰⁰ each
 3. Consensus to reformat the development code into form based code - \$125,000.⁰⁰ (consider at Council retreat on March 25th?) in an incremental approach
 - a. Possibly share cost with another municipality or create a capital reserve fund.
- D. Reminder that there is a continuation of the meeting with Mr. Aher downstairs.

VI. New Business

- A. None

VII. Unfinished Business

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

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- C. Planning Processes
- D. Signage - Phase 2 - Ordinance Changes

VIII. Board Discussion

- A. Action Item Consensus/Next Steps
- B. Next Meetings
 - 1. Next Regular Public Hearing meeting - **March 8, 2017** (2nd Wednesday of the month)
 - 2. Next Regular Work Session meeting - **March 22, 2017** (4th Wednesday of the month)*

***The March 22nd meeting will be held at the Vienna Fire Department - 6328 Old Yadkinville Road.**

IX. Adjournment

- A. Paul Hari moved to adjourn the meeting at 9:17 p.m. The motion was seconded by Tom Lawson and approved unanimously.

Jeanne Marie Foster, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk