

Lewisville Planning Board Meeting Minutes
April 26, 2017
6510 Shallowford Road - Conference Room 201
7:00pm

I. Call to Order

- A. Chair Jeanne Marie Foster called the meeting to order at 7:04 p.m. Board members present were Owen Calvert, Paul Hari and Tom Lawson. Also present were Town Manager Hank Perkins, Attorney Bo Houff, PTRC Planning Director Jesse Day and Town Clerk Joyce Walker. Suzanne Fawley, Joseph Hambey and Michael Prince were unable to attend.
- B. Approval of Agenda
 - 1. Tom Lawson asked to move the Ryan Reedy case to III.C.
 - 2. Tom Lawson moved to approve the agenda as amended. The motion was seconded by Paul Hari and approved unanimously.

II. Membership

- A. Owen Calvert was welcomed as a new board member.
- B. Mrs. Foster announced the resignation of Michael Prince. He has secured a business in Raleigh that prevents his attendance at Planning Board meetings.
- C. Election of Officers
 - 1. Chair
 - a. Tom Lawson moved to nominate Jeanne Marie Foster as chair. The motion was seconded by Paul Hari and approved unanimously.
 - 2. Vice Chair
 - a. Jeanne Marie Foster moved to nominate Tom Lawson as vice chair. The motion was seconded by Paul Hari and approved unanimously.

III. Introductions, Guest(s) and Presentations

- A. PTRC Staff introductions
 - 1. Jesse Day, Piedmont Triad Regional Council (PTRC) Planning Director, was introduced.
- B. Woodview Estates - subdivision review off Dull Road
 - 1. Bob Dischinger, Evans Engineering, introduced Eric Dischinger as the project manager and who will retain control over architectural design, and provided background information on the company.
 - 2. Mr. Dischinger provided information on the project:
 - a. The home place of the owners has been cut out of the project.
 - b. The project is in the GMA-3 area and the existing zoning of RS20 is appropriate with actual lot sizes as 30,000 square feet.
 - c. Most of the homes will have side entry garages.
 - d. Each home will have on-site septic systems.
 - (1) The septic system for each site has been submitted to the Health Department for approval.
 - e. The design of the site plan requires by ordinance to connect to existing stub streets.
 - (1) Evans Engineering is working with the homeowners next to the connection to one of the stub streets because of the driveway that

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- was built by the homeowner.
- f. The soil survey formed the basis of the site plan design for the four bedroom homes.
 3. Mr. Day provided the report from the TRC meeting. (See attached)
 4. Attorney Houff reminded the Board that the review is for compliance with the subdivision ordinance and to set a hearing for the Planning Board, noting this is **not** a public hearing.
 5. There was discussion on the 27' street width and whether it should be 20'.
 6. There was also discussion on sediment control measures into streams.
 - a. Stream buffers are in the common areas and will be the responsibility of the homeowners association.
 7. Guests present commented:
 - a. Ed Rachlin, Vice President of the homeowners' association, offered help to the developers.
 - b. Peggy and Tom Fergus, identified themselves as the homeowners with the driveway on Chesterfield that was built at the stub street point.
 - (1) The developers said they will work with the homeowners on the driveway situation and will work with them off-line.
 - (2) The homeowners have asked that the developers save the hardwoods.
 - c. John Sangimino suggested working with the Department of Transportation to provide a slip lane from Dull Road onto Concord Church Road.
 8. Next steps for the May 10th meeting:
 - a. Obtain the Heath Department report on the septic systems.
 - b. Street intersection with Concord Church Road.
 - c. Check on the street width.

The Board took a break between 8:20 p.m. and 8:26 p.m.

- C. **L-080** - rezoning request from Ryan Reedy to rezone 168 Lewisville-Vienna Road from RS20 to LD1-S to accommodate his music business
 1. Mr. Reedy reviewed his sound-proofing of the building.
 - a. He stated lessons should be over by 8:30 p.m.
 2. He has a home occupation permit.
 3. Mr. Day reviewed the staff report:
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ZONING STAFF REPORT

DOCKET: L-079
STAFF: Anna Leonard

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Petitioner: Ryan Reedy
Ownership: Same

REQUEST:

From: RS-20 (Residential Single Family, minimum lot size of 20,000 sq.ft.)
To: LD1-S (Lewisville Downtown District 1, no minimum lot size)

*Both General and Special Use District Zoning were discussed with the applicant(s) who decided to pursue the zoning as requested.

Tax Block(s) Tax Lot(s) 5885-18-9608
Acreage: 0.28 acres

LOCATION:

Street: 168 Lewisville-Vienna Rd

Jurisdiction: Town of Lewisville

PROPERTY SITE/IMMEDIATE AREA:

Existing Structures on Site: The site has an existing home place with driveway and sidewalk.

Adjacent uses:

- * North - Single family residence, 180 Lewisville-Vienna Rd, zoned RS20
- * East - zoned PB
- * South - Single family residence, 150 Lewisville-Vienna Rd, zoned RS20
- * West - Single family residence, Linda Drive, zoned RS20

GENERAL AREA:

Character/Maintenance: The homes along Lewisville-Vienna Road are well-maintained and stable at this time.

PHYSICAL FEATURES:

Topography: The site slopes gently from the east to west portion of the site.

Vegetation/habitat: The property is relatively flat with minor landscaping.

Impact on Existing Features: There is no foreseeable impact on existing features.

WATER AND SEWER FACILITIES:

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Public water is available to the site. All lines are sized to provide domestic water service to the site and meet minimum fire protection requirements.

TRANSPORTATION:

Direct Access to Site: Lewisville-Vienna Road

Street Classification(s): Lewisville Vienna Road - Minor Thoroughfare, Linda Drive, Local Residential Street, Shallowford Rd - Minor Thoroughfare

Average Daily Traffic Count/Estimated:

RS-20 Zoning – Homes @ 5.7 Trips Per Residence = TPR

RS-9 Zoning – Homes @ 5.7 Trips Per Residence = TPR

HISTORY/RELEVANT ZONING CASES:

- * L-029; RS-9 to RM-5-S and RM-12-S (Single-Family and Attached Residential Housing); approved 8-14-03; south side of Shallowford Road west of Summerglenn Drive; 54.86 acres; Planning Board and staff recommended approval.
- * L-033; RS-20 to RS-9 (Single-Family Residential Housing) approved 5-13-2004; south side of Shallowford Road and near Arrow Leaf Drive; 18+/- acres; Planning Board and staff recommended approval.

CONFORMITY TO PLANS:

Lewisville Comprehensive Plan Update 2015 - The Plan describes this area as being where higher density housing is appropriate, particularly where sewer is available (primarily on the south side of Shallowford Road). Appropriate uses include higher density housing; standard and clustered subdivisions are allowed where compatible with existing residential development. The plan encourages design standards for residential developments, such as street landscaping and sidewalks.

The Plan also contains a number of "Recommended Actions." In the chapter on Land Use, recommendations include; allowing higher density where appropriate and encouraging PRD's along with conventional subdivisions, in the chapter on Facilities & Services, recommendations include locating sewer where needed and in accord with land use plan; placing utilities underground and requiring additional sidewalks.

Legacy Development Guide - Legacy recommends protection of agricultural activities while focusing urban/suburban type development(s) where adequate infrastructure and other amenities exist.

ANALYSIS:

The applicant is requesting a change from RS-20 to RS9-S zoning; as a "special use" request, a preliminary site plan has been submitted for review by staff and the Board. Both the RS-20 and RS-9 "Residential Single-Family" zoning districts are intended to accommodate primarily single-family, detached residences.

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A residential subdivision (of appropriate density) could be submitted for the property under the existing zoning or proposed rezoning. The applicant is sensitive to concerns that may exist for those non-residential uses that are allowed as uses by right in the RS-9 zoning district. It is for this reason that he has asked that only detached single-family houses be approved for construction and that they be comparable to (or exceed) the value of those residences currently within the neighborhood.

The major difference between RS-20 and RS-9 zoning is the permitted density (number of dwelling units per acre) and setback and other dimensional requirements. The differences are summarized below:

	<u>RS-20</u>	<u>RS-9</u>
Minimum Lot Size -	20,000 sq.ft.	9,000 sq.ft.
Minimum Lot Width -	95 ft	65 ft
Minimum Front Yard -	30 ft	20 ft
Minimum Rear Yard -	30 ft	25 ft

[NOTE: Side yard, height, and impervious surface coverage limits are the same for the two districts.]

RS-20 is generally considered the zoning district appropriate for suburban residential development where public sewer is not available (to allow compliance with Forsyth County Health Department requirements for placing septic systems on individual lots). The RS-9 District is typically used for single-family development where public sewer is available.

If the applicant or another developer desires to develop a residential subdivision (either Conventional or a Planned Residential Development), the site plan would be reviewed by both the Planning Board and the Town Council to assure that all requirements of the UDO and the comprehensive plan are met.

The Town's *Comprehensive Plan* designates the area within which the project lies as GMA-3 "Suburban Neighborhood." This acknowledges opportunities made available by having access to public water/sewer and proximity to existing thoroughfares such as Lewisville-Clemmons Road and US421. The proposed RS9-S zoning would support single-family residential development with minimum lot sizes of 9,000 sq.ft. The requested density is more than that found immediately around the subject property, with the exception of the Crafton Creek PRD which was approved in 2003. The lots along LaLanda and Crenata Drives are generally one-half acre in size. The proposed rezoning, if approved, would allow lot sizes roughly one-quarter acre in size. Although the density and lot sizes may differ somewhat from the homes along LaLanda and Crenata, the proposed land use (detached single-family residential units) is similar and would be compatible with the existing older homes located nearby.

Town staff is of the opinion that the request is consistent with the Town's *Comprehensive Plan* for the area and compatible with the existing residential uses along LaLanda Drive. Any subsequent subdivision request would be reviewed by the Planning Board and the Town Council.

FINDINGS:

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1. The request is for special use zoning; a preliminary draft site plan has been submitted and a specific use requested. If the property is later subdivided, the Planning Board and the Town Council will be required to review and approve the subdivision plan.
2. The uses allowed under either RS-20 or RS-9 are similar, including a subdivision of the property into residential building lots.
3. The requested zoning would allow residential development at densities higher than most nearby properties. However, the requested density is supported by existing infrastructure and anticipated and encouraged by the Town's Comprehensive Plan.
4. The proposed zoning district would not introduce a use(s) or density of development incompatible with the existing nearby residential development.

RECOMMENDATION:

The site has available infrastructure to support the density of development that is being proposed. Statements found in both the *Lewisville Comprehensive Plan* and *Forsyth County Legacy Plan* encourages higher density within a suburban/urban environment. All subdivision and PRD site plans are required to be reviewed by the Planning Board and the Elected Body for final approval. Given these findings and other supporting information found in this report, staff recommends the rezoning to the Planning Board.

4. Mr. Lawson pointed out that the property is not in the Downtown Overlay and suggested the Overlay be expanded.
5. Staff was asked to review and draw a map that would include new lots on Lewisville-Vienna Road for the Downtown Overlay before moving on the rezoning request.
 - a. This map will be analyzed at the Meeting on the 10th.

IV. Approval of Minutes

- A. March 6, 2017 (with members of the Northeast Area Steering Committee)
 1. Tom Lawson moved to approve the March 6, 2017 minutes. The motion was seconded by Paul Hari and approved unanimously.
- B. March 8, 2017
 1. Tom Lawson moved to approve the March 8, 2017 minutes. The motion was seconded by Owen Calvert and approved unanimously.
- C. March 22, 2017 - no quorum
- D. April 12, 2017 - no quorum

V. Public Hearings

- A. None

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VI. Reports - Updates Since - 03/08/2017

- A. Chair
 - 1. Mrs. Foster asked everyone to let her and staff know if they cannot attend a meeting as early as possible.
 - 2. Suzanne Fawley will be leaving because she has been offered a job that will take her out of the area.
 - a. She has not yet tendered her resignation.
 - b. Mrs. Foster has asked Mrs. Fawley to stay on at least through May 10th.
 - c. After discussion, it was the consensus of the Board to have each vacancy advertised.
 - (1) If an applicant had been interviewed but not appointed by Council because there were more applicants than openings, the Board members would still like to have new openings advertised rather than appoint that person from the last interview session.
- B. Planner
 - 1. None.
- C. Manager
 - 1. Sixteen applications for Planner have been received. They were reduced to four and now to two for interviews. There are hopes to have the new planner hired by June.
 - 2. A CMAQ application has been given to the MPO for the Gateway Project on Williams Road from HWY 421 to the new traffic circle.
- D. Clerk
 - 1. Dates on the Development Schedule are being reviewed and updated.

VII. New Business

- A. Set public hearing on May 10, 2017 for **L-079** - Changing the zoning of properties on Concord Church Road requesting annexation into Lewisville from RS40 Forsyth County zoning to RS40 Lewisville zoning
 - 1. Tom Lawson moved to set a public hearing for L-079. The motion was seconded by Paul Hari and approved unanimously.

VIII. Old Business

- A. Land Use Planning
 - 1. Small Area Plans
 - a. Robinhood Road/Northeast Area Plan
- B. Status of members of Steering Committee
 - 1. This is to be discussed at the next meeting to determine their role.

IX. Board Discussion

- A. Action Item Consensus/Next Steps
- B. Next Meetings
 - 1. Next Regular Public Hearing meeting - **May 10, 2017** (2nd Wednesday of the month)

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- 2. Next Regular Work Session meeting - **May 24, 2017** (4th Wednesday of the month)
- C. Future Discussions
 - 1. Draft lighting Ordinance (Component of Downtown SAP)
 - 2. Draft Drive-Thru Ordinance (Component of Downtown SAP)
 - 3. Planning Processes
 - 4. Signage - Phase 2 - Ordinance Changes

IX. Adjournment

Having no other business to discuss, Paul Hari moved to adjourn the meeting at 9:35 p.m. The motion was seconded by Tom Lawson and approved unanimously.

Jeanne Marie Foster, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk

Technical Review Committee Meeting

Notes

April 25, 2017

Attendees: Amy Leach, Evans Engineering; Elizabeth Colyer, City of Winston; Anna Leonard, Town of Lewisville, PTRC; Jesse Day, Town of Lewisville, PTRC; George Hauser, Town of Lewisville; Jeanne Marie Foster, Planning Board Chair; Joyce Walker, Town of Lewisville; Hank Perkins, Town of Lewisville

PRELIMINARY SITE PLAN REVIEW RECORD

- 1) SITE PLAN TITLE AND NUMBER: Woodview Estates, L-PBR 2017001
- 2) TYPE OF DEVELOPMENT: Preliminary Subdivision Plan Review
- 3) ACREAGE: 51.88 +- (42.48+- in Lots, 6.08+- in ROW and 3.32+- in Common Elements)
- 4) ZONING: Existing: RS-20
- 5) # UNITS/LOTS: 66 lots
- 6) DENSITY, IF RESIDENTIAL: 1.27 dwelling units per acre (average lot size 34,240.8)
- 7) LOCATION OF DEVELOPMENT: Subdivision is located south of the intersection of Dull Road and Concord Church Road
- 8) SITE PLAN PREPARER: Evans Engineering
4609 Dundas Drive
Greensboro, NC 27107
- 9) OWNER AND/OR AGENT: Property Owner: Sadie Hunt Henning Family LTD. Partnership
3230 Brookside Drive
Lewisville, NC 27023
Contract Purchaser/Developer: Desco Holdings, LLC
3625 N Elm Street 107 A
Greensboro, NC 27455 (Eric Dischinger 336-317-3395)
- 10) PRELIMINARY CONDITIONS: (Conditions on the following pages are additional requirements for development. All other city or county code regulations still apply.)

NCDOT- Phone # - 336.747.7900

- Will need to acquire appropriate driveway permits
- Right Turn Lane off of Dull Road
- Could not get driveway permit for Woodlawn Court to stub out to Concord Church Rd due to proximity of Dull Road Intersection

Planning & Zoning, Anna Leonard/Jesse Day # - 904.0300

- Distance between Woodfield Drive and Chesterfield (Lots 26, 27, 28) is less than 600', Subdivision Ordinance requires between 600' and 1200', engineer requested consideration of a waiver which the ordinance allows by the elected body, **after the meeting, discussion with the engineer indicated that the smaller block was necessary to reduce cut-through speeds and activity to enhance safety** (D 4-B.1.h)
- Need to have double the number of sidewalk length to roadway length (2:1), staff suggested an 8' sidewalk on one side could also satisfy this requirement (D 4-B.1.j)
- **Pedestrian and Greenway plan shows a sidewalk on Dull Road on the north side**

Elizabeth R. Colyer <elizabethrc@cityofws.org>

- Change "Canopy Tree" to "Large Variety Tree" (B.3-4.10 – Landscaping Standards)
- CBU or Mail Kiosk may be required for the subdivision, developer will check with postal service to determine if needed and where

(Erosion Control), Matthew Osborne- Phone # - 747.7453 matthewo@cityofws.org

The following is Erosion Control comments for this proposed subdivision development:

1. An Environmental Grading and Erosion Control Permit will be required if more than 10,000 square feet is to be disturbed during any potential construction. An Erosion and Sedimentation Control plan must be submitted and approved before the permit can be issued. Please submit this plan at least 30 days prior to the intended start date of construction.

- Evans will submit with construction documents after plan approval

Public Works/Stormwater, George Hauser - Phone # - 336.945.1020 or 336.399.7373

- Linda Pass would like to see the pipe between lots 61 and 62 extend ~125' to drain directly into creek to avoid erosion on steep slope
- Town driveway permits should be submitted to George prior to construction, precaution should be taken in location of street trees to avoid removal during driveway construction
- Evans engineering will contact health department on septic field location and if county will require septic construction plans prior to accepting the subdivision

Fire Department Steve Williams – Phone # - 336.945.5983 (Lewisville FD)

- No issues to note

Utilities, Chris Jones- Phone # -336-747-7309 charlesj@cityofws.org

- Submit water extension plans to Utilities Plan Review for permitting/approval.
- Evans will submit plan and profile extension with construction documents after plan approval
- Subdivision will need to request streetlights after completion of road, the town does not require streetlights, the subdivisions is responsible for extensions related to installation and operation

Addressing-Matthew Hamby (336) 747-7074

- New street names required due to duplicate names, Evans Engineering is finding new names for consideration

Please submit two proposed street names to Stacy Tolbert (tolbersy@forsyth.cc) or Matthew Hamby (hambyme@forsyth.cc) for approval. Floor plans and elevations will also be required in order to issue addresses.