

**Lewisville Planning Board Work Session Meeting Agenda**  
**May 24, 2017**  
**6510 Shallowford Road - Council Chambers and Conference Room 201**  
**7:00pm**

**I. Call to Order**

- A. At 7:00 p.m., Chair Jeanne Marie Foster asked that the meeting convene in Council Chambers, room 110, in order to accommodate the number of guests.
- B. At 7:05 p.m., Chair Jeanne Marie Foster called the meeting to order. Board members present were Owen Calvert, Joseph Hamby, Paul Hari and Tom Lawson. Also present were Town Manager Hank Perkins, Interim Planner Anna Leonard and Town Clerk Joyce Walker. Board Member Suzanne Fawley, Attorney Bowen Houff and Interim Planner Jesse Day were unable to attend.
- C. Approval of Agenda
  - 1. Paul Hari moved to approve the agenda. The motion was seconded by Joseph Hamby and approved unanimously.

**II. Introductions, Guest(s) and Presentations**

- A. [L-PBR 2017002](#) Conrad Farms - review of compliance of preliminary subdivision plan off Yadkinville Road
  - 1. Residents present were encouraged to meet with the developers outside of the board's meeting.
  - 2. This is not a rezoning. This is maintaining the existing AG zoning and is being submitted as a (Planned Residential Development) PRD use and is in compliance with the Unified Development Ordinances (UDO).
  - 3. Ms. Leonard provided information from the Technical Review Committee (TRC) meeting (see attached).
  - 4. Luke Dickey, Stimmel & Associates, 601 North Trade Street, Suite 200, Winston-Salem, NC 27101, started by showing the open plan exhibit and by comparing the original project that was approved in 2008 (but had sunset) to the present project on the 212 acre site:

	<b>2008 Plan</b>	<b>2017 Proposed Plan</b>
<b>Lot Density</b>	233 Lots	196 Lots
<b>Road Infrastructure</b>	16,250 LF +/-	11,150 LF +/-
<b>Sewage Treatment</b>	Private Sewer Treatment Plant Stream Discharge	Septic Systems (On-Site & Common) Drainage Field Discharge
<b>Undeveloped Open Space</b>	55 Acres +/-	90 Acres +/-

- a. The common drainage field will be located across Yadkinville Road and the DOT has been contacted for the necessary easement.
- b. Collection systems will be constructed to CCUC standards.

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- c. The subdivision will not be using the permitted package treatment plant because of cost. A higher density would be needed.
  - d. There will be covenants, conditions and restrictions (CCR's) for the subdivision.
    - (1) There was a request to add *no parking on front lawns* to the CCR's.
  - e. Lot sizes are 1/4 + acres.
  - f. Ninety + acres are provided for common open space.
  - g. There are no lots on the flood plain.
  - h. The next plan submitted will address TRC comments and any received from the neighbors.
  - i. There is a 30' buffer along the adjacent property and along Yadkinville Road.
5. Buddy Lyon, Kimmel Associates, 3608 West Friendly Avenue, Suite 202, Greensboro, NC, provided additional information.
- a. The developers envision an aesthetically pleasing development similar to Robinhood West.
    - (1) It was suggested that a mix of materials be used and not front-loading all garages.
  - b. The open space can be used as a common recreation area and must be identified as defined in the UDO.
  - c. The roads will have ribbon pavement.
  - d. Street lights will be aesthetically pleasing.
6. Tom Lawson moved to set a formal meeting on this project for the meeting on Wednesday, June 14, 2017. The motion was seconded by Paul Hari and approved unanimously.

The meeting recessed at 7:52 p.m. to convene in conference room 201.  
The Board convened and continued the meeting at 8:05 p.m.

7. Continued discussion of the Conrad Farm Project
- a. Mr. Lawson advised the Board that the reason there were members of the Utilities Committee present was to see if there could be some type of public/private partnership that could be attained with the Town maintaining the permit for the package plant.
  - b. There was discussion on traffic for Conrad Road.
    - (1) This will be directed to the DOT.
  - c. Board members critiqued the process of having the residents attend the work session.
  - d. The board discussed having the new planner to work on the draft lighting ordinance.
  - e. Board members were advised on why only one stub street was connected.
  - f. Action items for the future planner are:

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- (1) Updating the subdivision code in the UDO.
- (2) Reviewing the parking ordinance.
- g. Staff will follow-up with the developers on any relevant information and/or changes received from the meeting and discussions with the adjoining property owners.
- h. The Board discussed the possibility of meeting with the developer before the TRC reviews the plan.
  - (1) The new planner will be asked to speak on behalf of the Planning Board when the developer submits his application.

**III. Approval of Minutes**

A. May 10, 2017

- 1. Owen Calvert moved to approve the May 10, 2017 minutes. The motion was seconded by Joseph Hamby and approved unanimously.

**IV. Public Hearings**

A. None

**V. Reports - Updates Since - 05/10/2017**

A. Chair

B. Planner

- 1. Staff advised that the DOT has been contacted regarding the intersection of Dull Road and Concord Church noted that there is other funding that might be used to correct the intersection. Also, an accident report has been requested also.

C. Manager

- 1. None.

D. Clerk

- 1. None.

**VI. New Business**

A. None

**VII. Unfinished Business**

A. Comprehensive Plan Update

- 1. Review Preferred Land Use map to expand commercial boundary area off of Lewisville-Vienna Rd
  - a. The suggestion is to update the map because of the Great Wagon Road and it will also affect the request from Ryan Reedy to rezone property in the area being added.
  - b. This is not changing zoning, just that in the future the area will be commercial in the LD1 area.
  - c. Two additional properties were suggested to be added in addition to the map that was presented.

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2. Tom Lawson moved to recommend to Council an amendment to the Preferred Land Use Map with the modifications presented and including the two lots added during discussions. The motion was seconded by Owen Calvert and approved unanimously.
- B. Consider rezoning property located at 168 Lewisville-Vienna Rd from RS20 to LD1-S, L-080
1. Staff report was reviewed.
  2. Tom Lawson moved to set a public hearing for L-080 at the meeting on June 14, 2017. 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
      - (1) Questions are still coming forth from neighbors.
      - (2) No transportation plans have been received.
      - (3) Mrs. Foster will send and email to the residents.
      - (4) No school plans have been presented.
- B. Status of members of Steering Committee
1. The *Steering Committee* has been changed to *Focus Group*.
    - a. Mr. Lawson suggested that a number of elected officials need to assist in this project. Transportation is a priority issue.
  2. Mrs. Foster would like for the Planning Board to work with the new planner on the transportation and connectivity plan for the school project.
    - a. Mr. Lawson suggested that *adequate public resources* are available in order to move forward with the project.
  3. Mrs. Foster asked that a packet be prepared for the new planner.
- C. Status of the contract with Paul Kron was discussed.
1. A contract extension is needed.
- D. The clerk reported that three (3) applications have been received for the vacancies on the Planning Board.

**IX. Board Discussion**

- A. Action Item Consensus/Next Steps
- B. Next Meetings
1. Next Regular Public Hearing meeting - **June 14, 2017** (2<sup>nd</sup> Wednesday of the month)
  2. Next Regular Work Session meeting - **June 28, 2017** (4<sup>th</sup> Wednesday of the month)

**X. Future Discussions**

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

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D. Signage - Phase 2 - Ordinance Changes

IX. **Adjournment**

A. Having no other business to discuss, Paul Hari moved to adjourn the meeting at 9:15 p.m. The motion was seconded by Tom Lawson and approved unanimously.

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Jeanne Marie Foster, Chair

ATTEST:

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Joyce C. McWilliams Walker, Town Clerk