

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

I. Call to Order

- A. Jeanne Marie Foster opened the meeting at 7:04 p.m. Board members present were Joseph Hamby, Paul Hari, Tom Lawson, Meghan Flow and Michael Sullivan. Owen Calvert has advised that he would not be able to attend. Also present were Attorney Bo Houff, Planner Josh Harrold and Town Clerk Joyce Walker. Town Manager Hank Perkins was unable to attend.
- B. Approval of Agenda
 - 1. Joseph Hamby moved to approve the agenda. The motion was seconded by Paul Hari and approved unanimously.

II. Introductions, Guest(s) and Presentations

- A. Welcome New Members
 - 1. New members Meghan Flow and Michael Sullivan were greeted by all.
 - 2. All present provided introductions.

III. Approval of Minutes

- A. Minutes will be available at the next Planning Board meeting.

IV. Technical Review

- A. None

V. Public Hearings

- A. None

VI. New Business

- A. None

VII. Unfinished Business

- A. 2017/2018 Plan of Work
 - 1. Members were provided a copy of the 2017-2018 Plan of Work for the Board.
 - 2. Each item was reviewed.
 - a. Members were asked to provide feed back to Mrs. Foster so that the plan can be presented to Council.
 - b. A copy of the Development Schedule is to be sent to members.
- B. Land Use Planning
 - 1. Small Area Plans - Northeast Area Plan - WS/FC School development
 - a. Mrs. Foster updated members on her meeting with school officials, CCUC members, staff and the architects for the project.
 - (1) The timeline provided by the architects at the meeting in March has been slipped.
 - (2) Additionally, the school representatives and architects have met with the owners of the property who have not sold their property for the project.
 - (a) The property owners have to decided to stay and not sell.

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- (3) After the meeting with the property owners, the architects have multiple design concepts for the school site for review.
- b. Tentative dates for future meetings were reviewed and changes made or confirmed.
 - (1) 08/08 - School board will be hearing for the first time coordination with Lewisville.
 - (2) 08/09 - Hold regular Planning Board meeting. Do not have meet and greet with focus group as previously planned since not enough information will be available.
 - (3) 08/22 - Staff and Planning Board chair to meet with school representatives to review the phase I traffic study.
 - (4) 08/23 - Schedule a meeting with the Planning Board, school architects and school focus group - 6:00 p.m. to 7:00 p.m.
 - (a) Advertise this meeting as special.
 - (5) 08/23 - Hold regular Planning Board meeting at 7:00 p.m.
 - (6) 10/04 - (drowned by noise and could not hear)
 - (7) 10/11 or 10/25 Have draft site plan submitted to Planning Board
 - (8) Early 2018 Present to Council
- c. The list from the January 25, 2017 was reviewed.
 - (1) This list is to be sent to everyone.
 - (2) Most of the comments centered around transportation and the road plan.
 - (3) Lighting and buffers were also a concern, especially for the family that decided to stay on their property.
- d. Mr. Lawson introduced a recommendation to assist in defining the school site as well as the possibility of using in other locations:
 - (1) Identify the boundaries of the Northeast Area Plan.
 - (2) Use the LRO as an example to update MU-S.
 - (3) NE Area Plan suggestion to developers would be either PRD, large lot or MU-S which would offer flexibility.
- e. Mrs. Foster suggested that the NE Area Plan needs to be uncoupled from the school plan because the school is only a piece of the entire plan.
 - (1) It was noted during discussion that the NE Area Plan has not been vetted by the public once the school entered into the picture.
 - (a) Provide the list approved by Council associated with the plan presented by Paul Kron to the planner.
 - (2) Mrs. Foster will work to meet with chairs and vice chairs of Town boards and committees as well as interested stakeholders.
 - (a) After meeting with these folks, Mrs. Foster will report information to the Board.
 - (3) She also noted that a second traffic study is planned and there are questions that will need to be recommendations for that study.

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- f. After discussion, staff was instructed to review and draft the language for MU-S zoning and CD1-S zoning as well as the Permitted Use Table for review by members of the Planning Board.
 - (1) Any suggestions are to be sent to staff no later that August 2nd.
 - (2) The Board will review all on August 9th.
 - C. Ordinance Development/Revisions
 - 1. Subdivision-Stub streets
 - 2. Lighting-Dark Sky
 - 3. Signage - Phase 2
 - 4. Drive-thru's
- VIII. **Reports - Updates Since - 06/28/2017**
- A. Chair
 - 1. None.
 - B. Planner
 - 1. None.
 - C. Manage
 - 1. Not is attendance.
 - D. Clerk
 - 1. None.
- IX. **Board Discussion**
- A. Action Item Consensus/Next Steps
 - 1. See underlined items above.
 - B. Next Meetings
 - 1. Next Regular Public Hearing meeting - **August 9, 2017** (2nd Wednesday of the month)
 - 2. Next Regular Work Session meeting - **August 23, 2017** (4th Wednesday of the month)
- X. **Adjournment**
- A. Having no other business to discuss, Paul Hari moved to adjourn the meeting at 9:18 p.m. The motion was seconded by Tom Lawson and approved unanimously.

Jeanne Marie Foster, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk