

## Lewisville Planning Board Work Session Meeting Minutes

August 23, 2017

6510 Shallowford Road - Conference Room 201

6:00pm

### I. Call to Order

- A. Chair Jeanne Marie Foster called the meeting to order at 6:06 p.m. Board members present were Joseph Hamby, Tom Lawson, Meghan Flow and Michael Sullivan (arrival at 6:08 p.m.). Also present were Attorney Bo Houff, Town Manager Hank Perkins, Planner Josh Harrold, and Town Clerk Joyce Walker.
- B. Guests present were Vern McKissick, McKissick Associates School Architectural Planning; Christine Hilt, landscape designer with CLH Designs; Winston-Salem/Forsyth County School representatives Colon Moore and Bill Powell; Board of Education members David Singletary and Lida Calvert Hayes; Vice Chair Susan Linker, Lewisville Beautification Committee; and Chair Marci Gallman, Parks, Recreation and Cultural Development Board.
- C. Approval of Agenda
  1. Joseph Hamby moved to approve the agenda. The motion was seconded by Meghan Flow and approved unanimously.

### II. Approval of Minutes

- A. August 9, 2017
  1. Joseph Hamby moved to approve the August 9, 2017 minutes. The motion was seconded by Meghan Flow and approved unanimously.
- B. August 21, 2017
  1. Joseph Hamby moved to approve the August 21, 2017 minutes. The motion was seconded by Meghan Flow and approved unanimously.

### III. Presentations

- A. School site concept plan - McKissick Associates
  1. Mr. McKissick provided a **conceptual** paper design for the school site and noted that the site is challenging because of ravines, wetlands, flood plains and tree buffers.
  2. The site design is for a long term plan that will include an elementary school some time in the future.
  3. He noted that the bond that was approved set the cost for the design, construction and other “soft” costs and that all would have to be within that budget.
  4. He will be collecting comments on the design from those present, explaining that everything has been reviewed including traffic.
- B. Ms. Hilt explained that the design was done based on an agreement with property owners that did not plan to move.
  1. Some of the highlights of her presentation were:
    - a. Transportation concerns at Meadowlark were reviewed so that the new school would not have the same problems.
    - b. The design will be able to grow by adding a park complex which can be used by the community with a thought to adding the elementary school at a later date.
    - c. She explained that they are looking at Eden Rock for buses because they can be controlled while Robinhood Road will be used as the main entrance for parent access.

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- d. There will also be access from Dexter but only as an exit.
  - e. The DOT will be looking at traffic at the intersection of Robinhood Road and Lewisville-Vienna Road as well as turns at Poplar Ridge.
  - f. The Town's Greenway Plan was used to assist in planning some of the green areas and open space.
  - g. Land grading was explained in relation to the remaining homes, school floors and lighting.
  - h. Access point drives were designed for the remaining homes.
- C. Board members were advised that a questionnaire will be given to attendees at the later part of the meeting to gather information.
- 1. Any items that can be answered will be answered.
  - 2. This questionnaire will also be provided to the other Town boards and committees.
- D. It was noted that alternatives were offered to the remaining property owners who still declined to sell.
- E. There was discussion on the placement of pods and why there is space provided for pods.
- F. There was a suggestion that a covered area for drop-off be added.
- G. A copy of a plan submitted by board member Joseph Hamby was provided that would help to detail responsibilities of various departments and organizations with possible time frames.

The board recessed to the first floor at 6:50 p.m.

The meeting reconvened in Council Chambers at 7:05 p.m.

**IV. Presentations - Unfinished Business**

- A. Planning Board members, staff and consultants were introduced to those present.
- B. Mrs. Foster stated that the Northeast Area Plan is the big picture for the northeast area of the Town and that the school is only a part of the development of the area. She noted that this meeting will provide, those interested, information on and regarding the site as well as school system standards and parameters that must be met.
- C. The consultants provided the following:
  - 1. Those present were advised that no decision has been made on the site plan. What is being shown is a proposal for comment from members of the community.
  - 2. Everyone was provided note cards and a questionnaire for thoughts prior to seeing the site sketch. They were also asked to provide a profile on themselves (no names).
  - 3. Some of the responses were read from the questionnaire.
  - 4. The site was reviewed, noting that there may be expansion in the future.
    - a. Items covered earlier with the Planning Board were also covered with those present.
    - b. The footprint of the building was noted as a multi-floor solution.
    - c. Transportation, transportation circulation and traffic situations were reviewed.
  - 5. A sketch submission *may* be coming forward in October with final design, bidding, and construction anticipated to be completed by 2022.

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6. It was emphasized by the consultants that the construction of the school is only a part of the Northeast Area Plan.
  7. Topography and preservation of the homes of those who decided to remain on the site were emphasized as contributing factors in the design of the site.
    - a. Any greenways noted on the site would follow the sanitary sewer line.
    - b. Buffers were discussed.
  8. Transportation discussions included Dexter Road access for residents.
  9. Some of the questions from the audience related to the Northeast Area Plan and could not be answered by the consultants.
  10. Roads were analyzed to determine the best construction entrance.
  11. This information will be shared with the school board and once they have approved the plans, the information will be available and tracked on *forsyth.cc* web site.
- D. Mrs. Foster noted that there are questions that can only be answered by other organizations such as the Department of Transportation, W-S/FC School Board, Forsyth County, etc. and she will get back with everyone when more information becomes available.

At 8:48 p.m., the Planning Board members and staff moved to the small conference room (doors open) off of Council Chambers to continue their meeting while those present continued to speak with the consultants and members of the School Board.

- E. Land Use Planning
1. Northeast Area Plan
    - a. Board members noted that most of the questions that were asked about the previous presentation were actually applicable to the Northeast Area Plan.
    - b. There is a public hearing that was set for September 13<sup>th</sup> and it was discussed whether a charrette should be a part of the meeting and how the Northeast Area Plan should be introduced.
    - c. Everyone was asked to provide any key ideas and next steps to Mr. Harrold and Mrs. Foster by the end of the following week.
    - d. Board members were also asked to provide their schedules to assist in scheduling other meetings.
- V. **Board Discussion**
- A. Action Item Consensus/Next Steps
  - B. Next Meetings
    1. Next Regular Public Hearing meeting - **September 13, 2017** (2<sup>nd</sup> Wednesday of the month)
    2. Next Regular Work Session meeting - **September 27, 2017** (4<sup>th</sup> Wednesday of the month)
- VI. **Adjournment**
- A. Having no other business to discuss, Tom Lawson moved to adjourn the meeting at 9:02 p.m. The motion was seconded by Mike Sullivan and approved unanimously.

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Jeanne Marie Foster, Chair

ATTEST:

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Joyce C. McWilliams Walker, Town Clerk