

Lewisville Planning Board Meeting Minutes
September 13, 2017
6510 Shallowford Road - Conference Room 201
7:00pm

I. Call to Order

- A. Chair Jeanne Marie Foster called the meeting to order at 7:07 p.m. Board members present were Joseph Hamby, Tom Lawson and Michael Sullivan. Meghan Flow and Owen Calvert were not in attendance. Paul Hari has resigned. Also present were Attorney Bo Houff, Town Planner Josh Harrold and Town Clerk Joyce Walker.
- B. Approval of Agenda
 - 1. Joseph Hamby moved to approve the agenda. The motion was seconded by Mike Sullivan and approved unanimously.

II. Introductions, Guest(s) and Presentations

- A. Planning Board meeting with Developer - Aher Properties - Lalanda Acres
 - 1. Steve Causey, Allied, was present to represent Aher Properties and provided a copy of the preliminary plat that is to be submitted.
 - 2. Staff stated that there will be a meeting of the TRC on Monday to review.
 - 3. A rezoning to RS9-S was approved by Council in the spring; therefore, this will be a review for compliance and not a public hearing.
 - 4. This will be on the agenda for Monday, September 25th.
- B. There were no questions of Mr. Causey by the Board, although there was discussion on general and special use rezoning as well as the change in process that was used for Lalanda Acres.

III. Approval of Minutes

IV. Reports

- A. Clerk
 - 1. Paul Hari has tendered his resignation to the Board. Council will officially accept at their meeting on Thursday so that the vacancy can be advertised.
 - 2. Everyone was advised that the paperwork for the annexation of the school site is being worked on for accuracy. Once that is complete, the annexation request and MOU will be presented to the School Board for approval. Once the School Board approves, then the annexation will be presented to Council.

V. Budget

- A. For November discussion, the 2018-2019 budget:
 - 1. Form Based Code
 - 2. Project Management software
 - 3. Consultant support

VI. Technical Review

- A. None

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VII. Public Hearings

A. None

VIII. Unfinished Business

A. Land Use Planning

1. Ordinance Development/Revisions

a. On EdTV, Mr. Harrold reviewed all of the draft changes for Chapter B 2-1.6 Overlay and Special Purpose Zoning Districts - Purpose Statements and Regulations. Board members agreed or not and amended as they worked through the draft document as follows: (strikethrough removed; bold, red, highlight, underlined added):

(1) (F)(1) Lewisville Rural Overlay District (LRO) Purpose - added (h) through (p) as follows:

(a) **(h) To promote higher density in activity centers;**
(i) To discourage strip development;
(j) To locate public buildings in prominent

locations;

(k) To encourage more compact growth patterns;
(l) To promote open space in new neighborhoods;
(m) To promote linkage between neighborhoods;
(n) To provide greater access to parks &

greenways;

(o) To reduce driveway cuts on major streets;
(p) To cluster development (encourage PRD's)
along rural roads.

(2) (F)(2) Boundaries.All lots within current and future town limits ~~designated as GMA-5~~ **as shown on the map "LRO Map of Lewisville" found in Appendix Exhibit 5** shall constitute the LRO District.

(3) LRO District Requirements.

(a) Applicability.

(i) New Development.The regulations of the LRO District shall apply to ~~all new residential development~~ **any change in use of property or change in zoning** within the boundaries of the LRO District. **The preferred use for residential is existing zoning. All residential development shall follow the standards as set out in Chapter B Section 2-1.5(D).**

(ii) Existing Development.Any development existing at the time the LRO District is approved shall

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not be deemed a nonconformity because of the LRO District regulations, and is exempt from the standards set forth below.

(iii) Commercial Development....Any new commercial development within the boundaries of the LRO should follow the requirements as set out in Chapter B Section 2-1.5(D).

- (c) The paragraph adding Standards for Residential Development within the LRO District was not added.
- (4) Permitted Uses - no change
- (5) Prohibited Uses was to be inserted before Accessory Structures but was not added. ~~Prohibited Uses.Private wastewater package treatment plants shall not be constructed or operated within the LRO district.~~
- b. Public School Text Amendment 2-5.66 Use Conditions School, Public
- (1) (B)Mobile UnitsThe placement of mobile units on school campuses shall **only be allowed with a special use permit obtained by the Zoning Board of Adjustment** and comply with the following criteria. *(There was much discussion on pods and the standards under which they are placed. There was also much discussion on landscaping around the pod and what can be done to screen the pods. Screening could be a safety issue.)*
- (2) (B)(8)Community Appearance Commission.The Community Appearance Commission may develop architectural or other appearance criteria which Planning Staff may utilize in its review of mobile units. **For the purpose of this section, the Planning Board shall serve as the Community Appearance Commission.**
- (3) **(I) Context map. A map indicating proposed development and pedestrian/vehicular connections in context with overall campus plan shall be provided.**

(J) Parking Count Summary. Show all parking spaces required and provided for the proposed development as well as an update of the overall campus building/parking county ratio for the parking as a result of such development. The following parking is required:

1. Lower and Middle School Students....One (1) space per five (5) students.

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2. Upper School Students....One and ½ (1.5) spaces per five (5) students enrolled.

3. Full-time Faculty and staff....Nine (9) spaces per ten (10) faculty/staff.

4. Parents and Visitors....Two (2%) percent of maximum student enrollment. (i.e. 2,000 maximum student enrollment would require 40 spaces.

5. Bus Parking....One (1) space per two (2) buses serving the campus.

6. Stadium Parking....One (1) space for every three (3) seats. A parking plan shall be submitted for stadiums over 2,500 seats. This parking plan should include green grass parking locations utilized for overflow parking.

(K) Stormwater Management Plan Update....Indicate the impact to, and compliance with the overall campus wide stormwater management plan.

(L) Streets....Development should have a coherent and inter-connected street/driveway network. This should include a discernable hierarchy of streets, drives and pedestrian circulation. Said streets and/or drives may be public or private.

(M) Parking....Parking for the proposed site(s) shall be provided so as to minimize the view of parking for adjacent uses and public travel ways through the strategic placement of buildings and parking and the utilization of landscaping, grading, and other architectural features for the screening and buffering purposes.

(N) Walkability....Encourage pedestrian activity with the proper placement of parking in order to minimize fragmentation of the existing and/or proposed pedestrian circulation system. Sidewalks and pathways shall be provided to connect remote parking areas with the central campus environment.

(O) Building Orientation....Buildings shall be oriented toward streets or around courtyards and open space

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areas. Buildings shall have a common organizational element such as architectural design, color, materials, or detailing. To promote the unification of the campus fabric, buildings should be placed to create and encourage a balanced, compatible mix of uses, in a pedestrian-friendly environment.

(P) Building Character...Through the use of a variety of fenestration patterns, building façade offsets, roof line treatments and other architectural features, the perceived bulk, scale and length and width of the building shall be compatible with surrounding buildings. Maximum building height shall conform to Section 2-1.5(C)(2)(1). All buildings should blend with adjacent (on site) development in terms of mass, scale, details and character.

1. Elevations are to incorporate "human scale" elements and details. Awnings, covered walkways, open colonnades, or similar weather protection structures may be provided to further articulate pedestrian circulation areas.

2. Parking decks and other accessory uses shall blend with adjacent buildings in terms of mass, scale, details and character. The main level of the structure must be clearly articulated through the use of architectural detailing and landscape plantings.

- c. 2-5.59 Use Conditions Planned Residential Development
 - (1) (H) Development standards...A planned residential development shall meet the following standards:
 - (9) Common Open Space.
 - (a) Area...Common open space shall not be less than the following percentages of the land area of the planned residential development, excluding dedicated public rights of way or private access easements.

Underlying Zoning District	Open Space
YR	20 30%
AG	20 30%
RS-40	20 30%
RS-30	20 30%
RS-20	30%
RS-15	30%

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RS-12	30%
RS-9	30%
RS-7	30%
RSQ	30%
RM	30%
IP	30%
MU-S	30%

- d. Chapter D - Subdivision Ordinance 4. - Major Subdivisions
 - (1) (B) Development Standards and Requirements for Preliminary Subdivision Approval This section lists development standards and requirements for preliminary subdivision approval. However, subdividers are invited to discuss ideas and special development problems with Planning Staff before preparing and submitting proposals for preliminary subdivision approval.

(5) Designation of open space, greenway or park space that is a minimum of ten (10) percent of the total land area of the original tract. Designation of easements to the town for parks and greenways according to the town's pedestrian and greenways connection plan can qualify for the dedicated open space requirement but must be approved by the town council and planning board in consultation with the planning director.

- 2. Lighting Ordinance
 - a. Not discussed.
- B. Next Step/Charettes/Focus Group/Calendar
 - 1. Revisions will be sent to Board members (which may include administrative items)
 - 2. If the scheduled public hearing needs to be continued, it will be continued.
 - 3. Invite the internal stakeholders (board and committee members) to the meeting, especially the Utilities Committee members since there was discussion on the removal of waste water plants as a prohibited use and since it was being removed from the code.
 - 4. Invite representatives from the school system and Winston-Salem/Forsyth County Planning.
 - 5. Get public input on the 25th.
 - 6. Hold a charrette on the 25th. This will be similar to the meeting that was held on the school.
 - 7. Use Blackboard Connect to contact residents and others that would be included in the northeast area.

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8. Decide whether the LRO affects the entire Town or just the northeast area.
9. Mrs. Foster, Mr. Hamby and Mr. Sullivan will meet prior to the meeting on the 25th to work on the final details for the meeting.

IX. Board Discussion

A. Next Meetings

1. Next Regular Public Hearing meeting - **October 11, 2017** (2nd Wednesday of the month)
2. Next Special Work Session meeting - **September 25, 2017 Special Meeting** (generally 4th Wednesday of the month)

X. Adjournment

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

Jeanne Marie Foster, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk