

**Lewisville Planning Board Meeting Minutes**  
**November 8, 2017**  
**6510 Shallowford Road - Conference Room 210**  
**6:30 pm**

**I. Call to Order**

- A. Chair Jeanne Marie Foster called the meeting to order at 6:36 p.m. Board members present were Owen Calvert, Joseph Hamby, Tom Lawson, Meghan Flow and Michael Sullivan. Also present was Attorney Bowen Houff, Planning Director Josh Harrold and Town Clerk Joyce Walker. Guests present were Bill Scantland, Paul Kron and John Sangimino.
- B. Approval of Agenda
  - 1. Tom Lawson moved to approve the agenda. The motion was seconded by Joseph Hamby and approved unanimously.

**II. Approval of Minutes**

- A. October 25, 2017
  - 1. Joseph Hamby moved to approve the October 25, 2017 minutes. The motion was seconded by Tom Lawson and approved unanimously.

**III. Technical Review**

- A. None.

**IV. Public Hearings**

- A. None.

**V. Reports**

- B. Chair
  - 1. Members were advised that the chair, vice chair and planner met to work through communication processes and to make sure there is coordination between all of the other boards and committees.
  - 2. Winston-Salem /Forsyth County will be updating its Parks Plan and one of their drop-in meetings will be held on the 28<sup>th</sup> at the library.
  - 3. Board members were asked to think about what will be needed for funding for the upcoming budget cycle.
- C. Vice Chair
  - 1. Mr. Lawson provided information from Davidson that could be used as a template in reformatting and codifying (Form Based Code) the town's UDO.
    - a. (Mr. Kron later commented that Form Based Code takes highly trained staff and it was noted that Davidson has been working on FBC for years and has a number of staff members to support it.)
- D. Planner
  - 1. Accessory Unit Amendment is being reviewed.
  - 2. Staff has seen the school's conceptual drawing; however, the formal site plan won't be available until the end of January.
  - 3. The GWR (Great Wagon Road) Project will be overseen by the DOT with construction to be complete by 2022. (Note: updated information...construction starting in 2022.)
  - 4. The Tomahawk sewer project for the new school is to be finished by the spring of 2019.
- E. Manager

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1. No report.
- F. Clerk
1. The correct annexation information has been received from the school system.
  2. The new council will be seated in December after the election results have been certified by the Board of Elections.

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

- A. Before Mr. Kron started his presentation, Mrs. Foster asked everyone to listen closely to his presentation as it pertains to the Planning Board and the key components of the Northeast Area Plan and how it will be presented to the public at the next charrette scheduled for November 29<sup>th</sup>.
- B. Paul Kron, ASLA, AICP
1. Mr. Kron provided background on the process for mapping growth not just for the Northeast Area Plan but also for the entire town.
    - a. The data is available on the GIS system specifically for Lewisville's planning purposes.
  2. Information received from the previous charrette will be woven into the Plan.
    - a. *Likes* included maintaining open space and rural character.
  3. The study area was identified and what could be practically served by sewer.
    - a. Properties over 10 acres with only one house were identified as well as other types of zoning, topographical locations and conservation corridors.
    - b. All of the planning area is not in the jurisdiction of the town.
    - c. Drivers for development are water, sewer and roads.
    - d. Density should be around activity centers.
    - e. Cluster development is strongly encouraged.
    - f. Connectivity of areas was emphasized and it was suggested that they should be based on professionals (traffic engineers?).
    - g. The school's traffic impact was pointed out by Mr. Sangimino.
  4. Board members discussed how to present the plan to the public noting the information received from the public at a previous open meeting.
    - a. There needs to be a discussion with the public on the definitions of conventional or cluster development, activity centers and other terms used in the document.
    - b. It was pointed out that the Greenway Plan accepted by Council in 2011 does not necessarily "gel" with the Northeast Area Plan.
    - c. There was discussion on writing the ordinances first.
      - (1) The board was reminded that they had decided to move forward with the plan and then write the ordinances to support it.
  5. Items to bring forward:
    - a. Mr. Kron will create a matrix on zoning options for land use designations.
    - b. The chair and staff will speak with Mr. Kron off-line to discuss what will be presented.
    - c. Set a public hearing on schools for December 13<sup>th</sup>.
    - d. The Davidson lighting ordinance is to be sent to board members.
    - e. Staff and the chair will work on the best way to communicate with everyone in order to get feedback.

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**VI. Unfinished Business**

- A. North East Area Plan
  - 1. 9/25/2017 Charrette Debrief
  - 2. Final Charrette Prep
    - a. Feedback to focus group
    - b. Goals for the meeting
    - c. Meeting date
- B. PCO Overlay District Amendment
- C. Lighting Ordinance
- D. Open space - PRDs/Conventional Subdivisions Amendments
- E. Public Schools Amendment
- F. Set Public Hearing for Rezoning Case #L-081 - Glad Acres jurisdiction change from Forsyth County to Lewisville
  - 1. Tom Lawson moved to set the public hearing. The motion was seconded by Mike Sullivan and approved unanimously.

**VII. Board Discussion**

- A. Public Comments
  - 1. Mr. Sangimino commented that the Planning Board needs to be extremely careful when the “granny flats” ordinance change is considered since the familial connecton can no longer be required for a secondary dwelling on a property.
- B. Action Item Consensus/Next Steps
  - 1. Noted above.
- C. Next Meetings
  - 1. Next Regular Public Hearing meeting - **December 13, 2017** (2<sup>nd</sup> Wednesday of the month)
  - 2. Next Work Session meeting - **November 29, 2017** (4th Wednesday of the month)

**VIII. Adjournment**

- A. Having no other business to discuss, Mike Sullivan moved to adjourn the meeting at 8:52 p.m. The motion was seconded by Meghan Flow and approved unanimously.

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Jeanne Marie Foster, Chair

ATTEST:

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Joyce C. McWilliams Walker, Town Clerk