

Lewisville Planning Board Meeting Minutes
February 21, 2018
6510 Shallowford Road - Council Room 110
6:30 pm

I. Call to Order

A. Roll Call

1. Chair Jeanne Marie Foster opened the meeting at 6:30 p.m. Board members present were Joseph Hamby, Tom Lawson, Meghan Flow, Michael Sullivan and Bill Scantland. Also present were Attorney Bo Houff and Planner Josh Harrold. Board member Owen Calvert and staff members Town Manager Hank Perkins and Town Clerk Joyce Walker were unable to attend.

B. Approval of Agenda

1. Mrs. Foster asked to change VI. Unfinished Business A. to B. and B. to A.
2. Joseph Hamby moved to approve the agenda as amended. The motion was seconded by Bill Scantland and approved unanimously.

II. Approval of Minutes

- A.** Minutes will be available at the meeting on February 28th.

III. Technical Review

- A.** None.

IV. Public Hearings

- A.** None

V. New Business

A. Village Way Rezoning Developer Introduction (RS-9 to RM-12-S)

1. Charles (Charlie) Heritage from South Creek Development, and Philip Stewart, the real estate agent representing the property owner, were present at this informal meeting to review the project, ask questions and make possible suggestions.
 - a. Mr. Scantland advised that he knew Mr. Heritage and had advised Attorney Houff.
 - (1) There was also a note that the name of Village Way on the agenda is to be Village Crossing.
 - b. Attorney Houff had evaluated and determined there was no conflict of interest.
2. The project will consist of an option to purchase 5.4 (staff report and site plan show 5.27) acres of land off Styers Ferry Road that will have 12 units per acre consisting of 1, 2 and 3 bedroom units across five residential buildings, each building being 3 stories no higher than 40 feet.
 - a. There will be a playground, gazebo, picnic shelter and benches.
 - b. Erosion control will be at the rear of the property.
 - c. Water and sewer will be available.
 - d. There will be 6 more parking spaces than required for the property.
 - e. The board was advised that the developers had meetings with the adjacent property owners most of which had expressed concerns about the additional

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- 3. traffic on Styers Ferry Road to HWY 421.
- f. Comments from the Department of Transportation advised a change in the entry to be across from Kinney Road and there will be turn lanes for safety.
- g. There will be fencing around the perimeter next to the Pegram property even though the property is for sale.
- h. There will be a mix of brick and variations of siding and other materials.
- 3. There was a suggestion to have stubs and access to the surrounding properties.
- B. Public School Amendment Council Request to Reexamine
 - 1. Mr. Harrold reviewed the items accepted by Council.
 - 2. Board members were asked to review 2 items from the UDO amendments, items F and G on connectivity, for further clarification.
 - 3. Colon Moore from the School system was present.
 - a. He indicated that there is no issue with pedestrian connectivity; the problem is having to build sidewalk to nowhere and having to spend funds on a sidewalk that may not be used, i.e. to Robinhood Road.
 - b. A suggestion to Council was to change wording to “connectivity is strongly encouraged”.
 - 4. There was discussion on whether connectivity was on roads or within a property.
 - 5. There was a suggestion to ask for an easement to Robinhood Road if no sidewalk is to be built.
 - 6. There was a suggestion to drop the requirement of pedestrian connectivity to future developments.
 - 7. Staff is to create verbiage for possible easements for paths and greenways for pedestrian access to neighborhoods. This will be sent to members prior to the meeting on the 28th.
- C. Planning Board Calendar
 - 1. Mrs. Foster and Mr. Harrold will be attending the Student Leadership meeting and providing information on the work of the Planning Board.
 - 2. The Planning Board has been invited to attend the Town Council Briefing meeting on March 1st at 6:00 p.m. when the Northeast Area Plan will be presented by Paul Kron.
 - 3. Interviews have been scheduled for openings on the Planning Board.
 - 4. There was a suggestion to have only 1 meeting a month, schedule meetings as needed, and meet when public hearings are needed.
 - a. Board members discussed how they could possibly try putting as much into work sessions as possible and when a public hearing is scheduled have that public hearing as the only item.
 - b. After some discussion, the Board decided to try starting the meeting at 6:00 p.m. by creating a focused agenda and if a public hearing is scheduled, then the public hearing will be the only item on the agenda. This will start with the first meeting in March. (No motion was made.)

VI. Unfinished Business

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- A. Northeast Area Plan Review
 - 1. A number of items have been identified and provided to Paul Kron for correction.
 - 2. A copy of the Northeast Area Plan has been provided to Winston-Salem Planning for review.
 - 3. There was discussion on mixed use, low, high and medium density.
 - 4. The use of words for increasing tax base is to be removed.
 - 5. Depending on how growth goes, review every five years as an addendum to the Comprehensive Plan.
 - 6. A letter is being developed to send to the focus group thanking them for their participation.
 - B. Northeast Area Overlay Ordinance
 - 1. Mr. Harrold presented his first stab at a use table and asked for comments since he was having some difficulty with the table.
 - 2. There was also discussion on quasi-judicial hearings for special use PRD developments and whether they should be handled by the Zoning Board of Adjustment instead of Town Council.
 - a. Attorney Houff stated that Council has asked for pros and cons on quasi-judicial hearings.
 - 3. Members of the Planning Board are to send feedback to the Planner.
 - C. Lighting Ordinance
 - 1. Pending matter.
 - D. Pedestrian Connections Overlay (PCO)
 - 1. Pending matter.
- VII. **Board Discussion**
- A. Action Item Consensus/Next Steps
 - 1. Northeast Area Plan
 - 2. Comments on the use table
 - 3. Set public hearing for new development
 - B. Next Meetings
 - 1. Next Regular Public Hearing meeting - **March 14, 2018** (2nd Wednesday of the month)
 - 2. Next Work Session meeting - **February 28, 2018** (4th Wednesday of the month)
- VIII. **Reports - Updates**
- A. Chair
 - B. Planner
 - C. Manager
 - D. Clerk
- IX. **Adjournment**
- A. Having no other business to discuss, Mike Sullivan moved to adjourn the meeting at 9:06 p.m. The motion was seconded by Tom Lawson and approved unanimously.

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Jeanne Marie Foster,
Chair

ATTEST:

Joyce C. McWilliams Walker,
Town Clerk