

Lewisville Planning Board Meeting Minutes
May 9, 2018 - 6:00 p.m.
6510 Shallowford Road - 1st Floor Council Chambers

I. Call to Order

- A. Chair Jeanne Marie Foster called the meeting to order at 6:06 p.m. Board members present were Jessica Higgins, Tom Lawson, and Meghan Flow. Michael Sullivan had advised that he will be late. Joseph Hamby and Bill Scantland will not be able to attend. Also present were Attorney Bo Houff, Planner Josh Harrold and Town Clerk Joyce Walker. Hank Perkins was unable to attend.
- B. Approval of Agenda
 - 1. Meghan Flow moved to approve the agenda. The motion was seconded by Tom Lawson and approved unanimously.

II. Approval of Minutes

- A. April 25, 2018
 - 1. Tom Lawson moved to approve the April 25, 2018 minutes. The motion was seconded by Meghan Flow and approved unanimously.

III. Technical Review

- A. None

IV. Public Hearings

- A. UDO L-155 Procedures for the Historic Resources Commission
 - 1. This amendment provides for the procedures to be used by the Historical Resource Commission for requests seeking a *certificate of appropriateness* for property in Historic Overlay Districts.
 - a. A copy of the staff report was provided to members of the board.
 - b. These procedures will be in effect for all municipalities in Forsyth County.
 - 2. There were no questions for staff.

Michael Sullivan arrived at 6:08 p.m.

- 3. The Public Hearing was opened at 6:09 p.m.
 - a. Andrew Murphy, 950 Wellesley Place Dr, Lewisville, asked why this amendment is being brought forward and what developments this will impact.
 - (1) It was explained that the municipalities in Forsyth County will be a part of the County Historic Overlay District; therefore the procedures in the Town's UDO must be updated to coincide with the procedures across the board.
 - (2) He was advised that there are no historic districts in Lewisville; however, the language must be standard in the County.
- 4. Having no other speakers, the Public Hearing was closed at 6:14 p.m.
- 5. Tom Lawson moved to approve UDO L-155 amendment and to recommend the amendment favorably to Council. The motion was seconded by Mike Sullivan and approved unanimously.

Lewisville Planning Board Meeting Minutes
May 9, 2018 - 6:00 p.m.
6510 Shallowford Road - 1st Floor Council Chambers

- B. UDO L-156 Historic Overlay District Historic Resources Commission
1. This amendment provides for the establishment of the County Historic Resources Commission encompassing all municipalities within the County and it updates the Town's UDO to provide for the creation of the Commission; requirements for membership to the Commission; length of appointment; compensation; meetings and rules of procedure for the Commission and lastly reporting.
 2. The Public Hearing was opened at 6:17 p.m.
 3. Having no speakers, the Public Hearing was closed at 6:18 p.m.
 4. Michael Sullivan moved to approve UDO L-156 amendment and to recommend the amendment to Council. The motion was seconded by Meghan Flow and approved unanimously.

V. **Reports - Updates**

- A. Chair
1. Mrs. Foster suggested that the meeting on the 23rd be used for a planning work session.
- B. Planner
1. Council will be having a public hearing on the rezoning of the apartment complex on Styers Ferry Road.
 2. Items requested for the upcoming 2018-2019 that remained in the budget are :
 - a. UDO enhancements;
 - b. Ten thousand dollars for the Comprehensive Plan;
 - c. A part time code enforcement officer; and
 - d. An intern from APP State that needs 400 hours.
 3. The funds for the Downtown Small Area Plan was removed. Council would like to discuss this with the Board so that the board understands what Council is looking for.
 4. Current projects:
 - a. The GWR project is now under the control of the DOT although the Town will be participating in enhancements since the DOT's budget for landscaping and other enhancements is very small.
 - (1) The DOT has scheduled construction to start in 2022.
 - b. Williams Road Gateway Project is another project in which the Town is participating with the DOT.
 - c. The MPO will be voting on funding in May for the multi-use pathway from Riverwood to Robinhood.
 - d. Funding for the traffic circle at Robinhood and Lewisville-Vienna will come from surface transportation funds.
 5. Staff was asked to have a map at the next meeting to identify the locations that were just discussed.
 6. Board members discussed being proactive on transportation instead of reactive.
 7. Board members were asked to check their calendars for meeting availability.
 - a. Mr. Harrold will not be available for either meeting in July nor will Mrs. Flow.

Lewisville Planning Board Meeting Minutes
May 9, 2018 - 6:00 p.m.
6510 Shallowford Road - 1st Floor Council Chambers

- b. Mrs. Higgins and Mr. Sullivan will not be available on the 25th of July.
- C. Manager
 - 1. No report.
- D. Clerk
 - 1. No report.

Having no other items to discuss on this portion of the agenda, the Board recessed at 6:45 p.m. and reconvened at 6:59 in the upstairs conference room

VI. New Business

- A. None

VII. Unfinished Business

- A. PCO (Pedestrian Overlay District)
 - 1. The board continued its discussion on a Pedestrian Overlay District.
 - a. Staff will send information to board members electronically so that everyone will be prepared for the meeting on the 23rd.
 - 2. After discussion, Mike Sullivan moved to set a public hearing on the PCO for Wednesday, June 13, 2018.
 - a. Board member were unanimous in stating that the public needs to be engaged in this but the question remained: how does one get the public involved?
- B. NeA Overlay District
 - 1. The board continued their discussion on the Northeast Area Overlay District.
 - a. Items under discussion:
 - (1) Should there be commercial in the area?
 - (2) What institutional use should be allowed in the area?
 - (3) What parameters should be on institutional public use?
 - b. The Planner will define items with a check mark for the board's review.
 - c. There was a suggestion to allow some uses around Robinhood and Lewisville-Vienna that aren't allowed in the downtown.

VIII. Board Discussion

- A. Action Item Consensus/Next Steps
 - 1. The chair, vice chair and planner will work on clarifying the items for the meeting on the 23rd.
- B. Next Meetings
 - 1. Next Regular Public Hearing meeting - **June 13, 2018** (2nd Wednesday of the month)
 - 2. Next Work Session meeting - **May 23, 2018** (4th Wednesday of the month)

IX. Adjournment

- A. Having no other business to discuss, Mike Sullivan moved to adjourn the meeting at 8:44 p.m. The motion was seconded by Tom Lawson and approved unanimously.

Lewisville Planning Board Meeting Minutes
May 9, 2018 - 6:00 p.m.
6510 Shallowford Road - 1st Floor Council Chambers

Jeanne Marie Foster,
Chair

ATTEST:

Joyce C. McWilliams Walker,
Town Clerk