

**LEWISVILLE PLANNING BOARD**  
**Regular Meeting - Wednesday, August 28, 2019**  
**Town Hall - 6510 Shallowford Road - 2<sup>nd</sup> Floor Conference Room**

1. **Call to Order**

- a. Chair Jeanne Marie Foster called the meeting to order at 6:32 p.m.

2. **Roll Call**

- a. Board members present were Tom Lawson, Joseph Hamby, Jessica Higgins, Meghan Flow, Michael Sullivan and Bill Scantland. Also present were Attorney Bo Houff, Planner Stacy Tolbert and Town Clerk Joyce Walker.
- b. Colon Moore, Winston-Salem/Forsyth County Schools, presence was acknowledged. Also present were Lauren Dixon and Wayne Roberts from CLH Design.

3. **Regular Business**

- a. Approval of Agenda
- i. Mrs. Tolbert corrected item 6.a.i to L-094, item 6.a.i.(1) ....to RS-9, and item 6.a.ii. to L-PBR 2019004.
- ii. With those amendments, Jessica Higgins moved to approve the amended agenda. The motion was seconded by Joseph Hamby and approved unanimously.
- b. Approval of Minutes
- i. August 28, 2019
- (1) Bill Scantland moved to approve the August 14, 2019 minutes. The motion was seconded by Jessica Higgins and approved unanimously.

4. **Public Hearings**

- a. None.

5. **Technical Review**

- a. None.

6. **New Business**

- a. Winston-Salem/Forsyth County Schools - Lewisville Middle School
- i. L-094 Briefing
- (1) Rezoning from RS-20-S to RS-9
- (a) While reviewing the plans for the school, it was discovered that there is a property included in the plan that is zoned RS-20-S for the three uses allowed on that property: manufactured home, Class A and B and single family, special use.
- (b) This property needs to be rezoned to RS-9 general use rezoning to be consistent with the rest of the property since the RS-20-S is non-conforming.
- (i) Attorney Houff reminded everyone that one cannot discuss use on general use rezonings.
- (c) This needs to be done prior to approving the school site plan.
- (i) Everyone was reminded that the school site plan approval is only by the Planning Board and does not go forward to

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Council.

- (d) The Board agreed to continue with the review of the school plan while moving the rezoning forward.
  - (i) The rezoning should move forward to Council by November.
- (2) After discussion, Bill Scantland moved to set the public hearing date as September 11, 2019 for L-094. The motion was seconded by Meghan Flow and approved unanimously.
- (3) There was consensus by the Board for Mrs. Foster to inform the stakeholder group of the school plans.
- ii. Review of school site plan
  - (1) Board members reviewed the large plans that had been brought for review.
    - (a) The main access will be from Lewisville-Vienna Road (parents drop-off) with the secondary access from Robinhood Road (buses).
  - (2) Mr. Moore reviewed the changes that had been made to the plan since the last presentation the previous October.
    - (a) Main changes were the bus parking lot and fields.
  - (3) The Board reviewed the TRC notes, most of which have been resolved.
  - (4) There was discussion on the turn lanes on Lewisville-Vienna.
    - (a) Mr. Moore explained that traffic information will be coming from the DOT.
      - (i) Board members asked for clarification on whether traffic will be able to turn left into the school and what signage will be needed.
      - (ii) There was a question whether there could be better traffic control turning into the school from Lewisville-Vienna Road.
  - (5) Stacking was reviewed and discussed.
  - (6) It was pointed out that this is a non-residential plan and the elevation will be needed.
  - (7) Pedestrian Connection Overlay requires sidewalk along Robinhood.
  - (8) There was discussion on how to mitigate citizen traffic concerns.
    - (a) Staff will ask Jeff Moncus, DOT representative, to attend a Planning Board meeting as a separate matter to explain more about how they make their determinations (not part of the compliance).
  - (9) There was much discussion on aesthetics of the plan, i.e. plantings and other landscaping, etc. as well as the possibility of working with the school on other considerations for enhancements.
  - (10) Plans are in Dropbox for review.
  - (11) There was discussion on whether the site plan could be approved contingent on the approval of the rezoning.
  - (12) The representative from CLH design also recommended using a process to visualize what is being written for the UDO.
- b. UDO L-160: Unified Development Ordinance Text Amendment

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- i. UDO B 6-1.4 (C) (4) Mailed Notices; UDO B 6-1.5 (I) (4) Mailed Notices; & UDO B.6-2.1 (G) (1) Mailed Notices
  - (1) This is a change to the UDO that provides for the public hearing process and this process will also include mailings for the Zoning Board of Adjustment.
    - (a) Currently only adjacent owners receive notification.
    - (b) This change will send notification to property owners within 500 feet from the zoning boundary.
  - (2) Mike Sullivan moved to set the **public hearing** for this UDO amendment for Wednesday, September 11, 2019. The motion was seconded by Joseph Hamby and approved unanimously.

7. **Reports & Updates**

- a. Vice Chair
  - i. Mr. Lawson provided an update on the community center meeting.
    - (1) The reason for the meeting was to get feedback on the size of the building and cost.
    - (2) After discussion, those present felt it was best to keep the size noted by the architects. At present the Y will not be part of the design.
    - (3) The town will be applying for a PARTF grant for the community center.
- b. Chair
  - i. The Board will need to keep the community center on its radar - for uses.
  - ii. The Board was advised that Mrs. Tolbert will not be in attendance at either of the October meetings.
    - (1) After discussion, it was decided to change the October 9<sup>th</sup> meeting to October 16<sup>th</sup>, cancel the October 23<sup>rd</sup> meeting, and the November 6<sup>th</sup> and 20<sup>th</sup> are staying the same.
- c. Clerk
  - i. Mrs. Walker advised that 2 clerical errors were corrected on the July 24, 2019 minutes before being given to Mrs. Foster for signature.
- d. Planner
  - i. The Board was advised that the Loch Lea subdivision will be briefed to Council on September 5<sup>th</sup> and go for approval on September 12<sup>th</sup>.
- e. Attorney

8. Continued Business/Work Session

- a. Neighborhood Outreach/Community Engagement
  - i. Mr. Hamby found information on developers having neighborhood meetings.
    - (1) **Mrs. Tolbert will follow-up on City/County Planning to find information.**

9. **Meeting Review**

- a. Action Item Consensus/Next Steps
  - i. The public hearing for the rezoning will be for September 11<sup>th</sup>. The Board will

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- continue to review and discuss the school site plan. Direct any questions to Stacy.
    - ii. Mr. Scantland and Mr. Sullivan will look at converting the PDF and WORD document associated the survey so they can be searchable.
      - (1) Mrs. Walker will send the PDF and WORD documents to Mr. Scantland and Mr. Sullivan.
    - iii. Mrs. Tolbert and Mrs. Foster will advise Mrs. Walker on the joint meeting with the Public Safety Committee.
  - b. Next Meetings
    - i. Work Session - September 25, 2019
    - ii. Public Hearing/Work Session - October 16, 2019 (one meeting scheduled for October)
10. **Adjournment**
- a. Having no other business to discuss, Joseph Hamby moved to adjourn the meeting at 8:31 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