

**LEWISVILLE PLANNING BOARD  
REGULAR MEETING MINUTES  
Wednesday, September 25, 2019 at 6:30 P.M.  
Town Hall, 2nd Floor Conference Room**

1. **Call to Order**

- a. Chair Jeanne Marie Foster called the meeting to order at 6:34 p.m.

2. **Roll Call**

- a. Board members present were Tom Lawson, Jessica Higgins, Michael Sullivan and Bill Scantland. Meghan Flow had advised she would not be able to attend and Joseph Hamby will be late. Also present were Attorney Bo Houff, Planner Stacy Tolbert, and Town Clerk Joyce Walker.
- b. Guests acknowledged as representing the school project were Colon Moore, Winston-Salem/Forsyth County Schools; Wayne Roberts, McKissick and Associates, architects for the project; and Lauren Dixon, landscape architect from CLH Design.

3. **Regular Business**

- a. Approval of Agenda
  - i. Jessica Higgins moved to approve the agenda. The motion was seconded by Mike Sullivan and approved unanimously.
- b. Approval of Minutes
  - i. Mr. Scantland noted Meghan Flow and Tom Lawson were mentioned in the roll call and needed to be removed from that section since their actual arrival time is noted later.
  - ii. With that correction and the written correction, Jessica Higgins moved to approve the amended September 11, 2019 minutes. The motion was seconded by Tom Lawson and approved unanimously.

4. **Public Hearings**

- a. None.

5. **Technical Review**

- a. L-PBR 2019003 - Winston-Salem/Forsyth County Board of Education Site Plan Technical Review for Compliance (continued from September 11, 2019 meeting)
  - i. There were several items noted for discussion: the waiver request, buffer yards, sidewalks, the Pedestrian Connections Overlay, portable building screening, ADA compliance, use conditions under the school ordinance, and DOT involvement.

Board member Joseph Hamby arrived at 6:43 p.m.

- ii. The school system requested a waiver for the required sidewalk along the road frontage of Robinhood Road (967 ft.) and Lewisville-Vienna Road (< 150 ft.).
  - (1) The reason requesting the waiver was clearly described; however, the section of the UDO quoted on the waiver letter was incorrectly noted and was corrected from 2-5.66(F) to 2-1.6(I) of Chapter B to reference the

**LEWISVILLE PLANNING BOARD  
REGULAR MEETING MINUTES  
Wednesday, September 25, 2019 at 6:30 P.M.  
Town Hall, 2nd Floor Conference Room**

Pedestrian Connections Overlay which is the language the Planning Board must consider.

- (2) There was discussion on the topography that impacted the site and the reason the waiver is being requested.
    - (a) There was agreement that there was no value in placing the sidewalk along Robinhood Road and cost constrains for the school.
  - (3) Board members discussed in detail the section of the PCO that stated waiver requests, when granted, must pay a fee in lieu of building the required ADA compliant sidewalk.
    - (a) After discussion on whether the sidewalks should be built and where our road projects stand on the DOT TIP list in relation to the sidewalk, Tom Lawson stated the waiver meets the requirements and moved to approve the waiver. The motion was seconded by Joseph Hamby.
    - (b) Mr. Moore acknowledged that the waiver request did not have to be in writing and asked to amend the request to the Board for both Robinhood Road and Lewisville-Vienna Road: waive the fees.
      - (i) Attorney Houff advised that Mr. Moore cannot ask for the fees to be waived by the Board since it is the Council that has that authority and made several suggestions on what the school system might do to get the fees waived.
    - (c) After additional discussion, the Board voted 3 for the motion (Lawson, Scantland, Hamby) and 3 against the motion (Foster, Higgins, Sullivan).
  - (4) Mike Sullivan then moved to approve giving the waiver along Robinhood Road sidewalk. The motion was seconded by Joseph Hamby.
    - (a) Board members reiterated the reasons for granting the waiver and further discussed why the waiver should be granted as well as consideration of the implementation of the Greenway Pedestrian Plan recommendation for sidewalk.
      - (i) Board members were reminded that the GPP has only been accepted and not approved.
      - (ii) They were also reminded that the PCO only talks about sidewalk requirements.
    - (b) The motion was approved with a unanimous 6-0 vote.
  - (5) Joseph Hamby moved to grant the waiver for sidewalk along Lewisville-Vienna Road. The motion was seconded by Tom Lawson.
    - (a) Having no discussion, the vote was 5-1 to approve with Mike Sullivan voting no.
- iii. Bufferyards
- (1) After reviewing 2-5.66 use conditions, bufferyard is met, i.e. school specifications override any general specifications.

**LEWISVILLE PLANNING BOARD  
REGULAR MEETING MINUTES  
Wednesday, September 25, 2019 at 6:30 P.M.  
Town Hall, 2nd Floor Conference Room**

- iv. ADA
  - (1) The school system will be going to Council for any interior waivers.
  - (2) **Board members also mentioned the inconsistencies on ADA requirements as noted when reviewing Lissara and would like this to be reviewed as an action item in the future.**
- v. DOT questions were answered during other discussions.
- vi. Tom Lawson noted that the plan submitted meets the requirements of the ordinances and moved to approve the plan, including the waivers. The motion was seconded by Joseph Hamby and approved unanimously.

**6. Reports & Updates**

- a. Chair
  - i. Mrs. Foster has been in contact with the chair and vice chair of the Beautification Committee regarding street trees. They will be getting back to the Planning Board with more information.
  - ii. The meeting with the Public Safety Committee on connectivity has not occurred.
  - iii. The letter for the stakeholders will be placed in Dropbox. Traffic mitigation was added to the information and the group will get an update when the DOT plans to come to speak about traffic.
- b. Vice Chair asked for an update on the Community Center changing to IP.
  - i. Mrs. Tolbert advised that it is currently on hold since there are other items that need attention.
- c. Attorney
  - i. There was discussion on whether the Council could waive the fee as discussed earlier.
  - ii. Attorney Houff advised that the fee requirement is in the ordinance and at this time they do not have the authority to waive the fee.
- d. Planner
  - i. The school rezoning is set for Council's October 3rd briefing and for the October 10<sup>th</sup> meeting to set the public hearing for November 14<sup>th</sup> and the same for the UDO text amendment.
  - ii. Mrs. Tolbert will be out of the office for the Planning conference.
  - iii. The school plan is on the web site and the agenda is being posted.
    - (1) She explained how the agendas, minutes and projects will be posted.
- e. Clerk
  - i. No updates.

**7. New Business**

- a. 2020 Meeting Dates
  - i. After reviewing the calendar, Board members decided on November 18<sup>th</sup> and December 16<sup>th</sup> as their meeting dates for those two months.

**LEWISVILLE PLANNING BOARD  
REGULAR MEETING MINUTES  
Wednesday, September 25, 2019 at 6:30 P.M.  
Town Hall, 2nd Floor Conference Room**

8. **Continued Business/Work Session**

- a. Neighborhood Outreach/Community Engagement

9. **Meeting Review**

- a. Action Item Consensus/Next Steps
- b. There was discussion on when and under what circumstances to use the “call the question” when there is discussion.
- c. Several board members expressed their frustration on the importance of walkability and connectivity when reviewing the school plans and some of the constraints under which they had to make their decision.
  - i. Mr. Lawson suggested taking a portion of the Susan Hatchell Greenway plan that applies to the overlay for adoption.
  - ii. **Evaluate the process and procedures for ordinance for implementation.**
- d. Next Meetings
  - i. Public Hearing/Work Session - October 16, 2019 (only one meeting scheduled for October)
  - ii. Public Hearing - November 6, 2019

10. **Adjournment**

- a. Having no other business to discuss, Mrs. Foster moved to adjourn the meeting at 8:35 p.m. The motion was seconded by Tom Lawson and approved unanimously.

\_\_\_\_\_  
Jeanne Marie Foster, Chair

ATTEST:

\_\_\_\_\_  
Joyce C. McWilliams Walker, Town Clerk