

**Lewisville Planning Board**  
**February 11, 2015**  
**Lewisville Town Hall Conference Room**

**I. Call to Order**

- A. Chair Kelly Reavis called the meeting to order at 7 p.m. Members present were Jeanne Marie Foster, Katie Heath, Randy Henning, Michael Prince, Chester Patterson and David Spease. Also present were Planner Marty Myers and Attorney Bowen Houff.
- B. Adoption of Agenda - Mrs. Foster moved for adoption and Mrs. Heath seconded. The vote was unanimous.

**II. Approval of Minutes**

- A. January 28, 2015 - Mr. Patterson moved for approval and Mr. Prince seconded. The vote was unanimous.

**III. Administrative Reports**

- A. It was mentioned that all new members of Boards will take their seats in April after being approved in March by the Town Council. Subsequently, voting for chair and vice chair will be conducted in April.
- B. Action Item: The Board expressed unanimous consensus that they would like to have chair and vice chair participate in the interview of potential candidates. This has been the policy in the recent past.
- C. Robinhood Road Small Area Plan Meeting - Mr. Myers briefed the Board on the meeting, which was well attended. This is the first step in creating a plan. The Town Council directed the planning staff to create this plan. The Board discussed how this plan should benefit the Town, NCDOT and the Forsyth County Schools in planning for the future Robinhood Road school site. Residents will also benefit by knowing how these new schools will be placed and what the impacts will be.

**IV. Unfinished Business**

- A. Comprehensive Plan Update
  - 1. The Board reviewed the draft agenda for the first public meeting on February 17th and discussed the format for the meeting.
    - a. Some meeting ideas were: questions available for review, breaking the crowd into smaller discussion groups, and allowing each group to share ideas with the other groups. Audience members would have dots with which to vote on their favorite ideas.
    - b. Board members felt it important to keep the welcome and housekeeping portion to a minimum to have as much time as possible for the work session. In summary - they all agreed that the agenda needs to be tightened up to allow more time for the facilitator to work with the group. Welcoming and housekeeping should be kept to ten (10) minutes or less if possible.
    - c. Action Item: Ask Mr. Kron to provide the roles of the Planning Board members.
      - (1) Mr. Patterson and Mrs. Heath will staff the sign-up desk.
      - (2) Mr. Reavis will do the welcoming and introductions.

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- (3) Mr. Myers will contact Mr. Kron about the individual roles for the Board.
  - d. Mr. Kron was also to be asked about sending out the two mini-surveys or a similar teaser prior to the meeting. Mr. Myers also will look into possibly providing food for the event such as cookies and hot chocolate. The Board members were asked to contact those folks they invited to remind them of the February 17th and 28th meetings.
- V. Adjournment
- A. Mr. Prince moved for adjournment at 8:50 p.m. and Mr. Patterson seconded. The vote was unanimous.

Respectfully submitted,

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Lynn W. Hall, Public Information Officer

Attest

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Joyce C. McWilliams Walker, Town Clerk

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Kelly Reavis, Chair