

**Lewisville Planning Board**  
**October 14, 2015**  
**Lewisville Town Hall Conference Room**

**I. Call to Order**

- A. Chair Jeanne Marie Foster called the meeting to order. Members present were Paul Hari, Katie Heath, Randy Henning, Chester Patterson and Michael Prince. Also present were Planner Marty Myers and Attorney Bowen Houff. Mr. Lawson arrived at 7:02 p.m.
- B. Adoption of Agenda
  - 1. Mrs. Foster asked to move the Chair's Message down to New Business, just before item 6C. Mr. Henning moved to adopt as changed and Mr. Hari seconded. The vote was unanimous.

**II. Approval of Minutes**

- A. Mr. Patterson moved to approve the September 9, 2015 minutes. Mr. Hari seconded. The vote was unanimous.

**III. Reports**

- A. Manager's Report
  - 1. Mr. Myers reported that the manager is working with engineering consultant CDM to move forward with the contract for the work on the Great Wagon Road project. The roundabout has been completed and the tree planting and striping is ongoing now. The US421 bridge is complete with the exception of the (town seal) medallions. Street lights are to be installed at each end of the bridge once the items are received.
- B. Utilities Report
  - 1. Mr. Patterson stated that he was unable to attend.
  - 2. Mr. Myers said the committee is currently reviewing several properties that were recommended as potential regional pond sites and they hope to make a recommendation to the Town Council regarding the properties possible purchase.
    - a. There was a comment that the engineers did not look beyond the Shallowford Road and Great Wagon Road areas; however, it was pointed out that the contract for the engineers specified the area to be reviewed which only encompassed those areas. There was additional discussion on the possibility of making these ponds as amenities.
    - b. There was a suggestion to get feedback from Planning before the Utilities Committee makes a final recommendation
    - c. There was also a suggestion that it would be helpful to have a map showing what area(s) all of these groups are working on to understand the scope of their work.

**IV. New Business**

- A. Drive-thru Standards and Lighting Ordinance
  - 1. These ordinances have been on hold while the Comprehensive Plan work was under way. Mr. Myers asked the Board to review them and be prepared to discuss them at the next meeting. He added that the technical information found within the lighting ordinance was reviewed by engineers with Duke Energy and found to be in keeping

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with established standards and practices.

2. A PowerPoint presentation on the drive-thru standards will be presented at the next meeting. Originally, Council was seeking standards for where these will be allowed, but also the design of them as well.
3. Case L-077 Site Plan Amendment
  - a. The applicant has proposed to put a wooden fence in the front yard area of 6606 Shallowford Road to enclose it. There were exhibits provided by the petitioner for members of the Board to review. This is a minor amendment to their site plan. There could be a public hearing by the Board on October 28th if the Board is ready to proceed.
  - b. Mr. and Mrs. Hansley were present.
    - (1) The fence is to retain the dogs that come with their owners so they don't get into the street. The proposed fence is to be four (4') feet high.
  - c. The Board offered suggestions.
    - (1) The Board could revisit the prohibition of coated chain-link fence in the downtown.
      - (a) Mr. Hansley asked if he should hold off this request until that change was brought forward. It was noted that there was no guarantee that the ordinance would be amended and therefore, he should move forward with this request.
  - d. Mr. Lawson moved to set the public hearing on October 28. Mr. Henning seconded. The vote was unanimous.

**V. Other Reports**

**A. Chair's Report**

1. Mrs. Foster reviewed the consideration of the Comprehensive Plan by the Town Council at their last meeting. The Council was very pleased with the results and appreciates the work of the Board and believes this update to be one of the best.
  - a. Mr. Henning said he disagreed with some of the changes that were made to several recommendations and goals related to the bicyclists that utilize Shallowford Square and plans for the GWR. These were items that were mentioned at the Citizen Input sessions and in the Town's survey.
  - b. Mr. Prince said even though Council didn't accept those two points made by Randy, the Board made them and so that point of view was heard.

**B. Small Area Plan Update**

1. Mrs. Foster introduced an idea she had after the small area plan group met. She said the time has come to not only create a plan of work but to decide how they are going to do that work. She said there is a process one goes through to do a small area plan and reviewed the steps. She referred to the Winston-Salem/Forsyth County's Planning Department guide to small area plans and how they work.
  - a. Mr. Lawson noted that the elected body in Winston-Salem gets together and decides what they want done that year. The Planning staff does the work and

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puts a draft of the plan in front of the Planning Board. They review it and make minor changes, but don't get into the technical detail this Board does. Mr. Lawson said in Lewisville our Board is allowed to come up with projects on our own, to start from scratch.

2. Mrs. Foster reviewed the history of the subcommittee and its work. She said their goals were to determine density, define the geographical area, coordinate sewer capacity and line size with the Utility Committee (and engineer) and identify areas suitable for flexibility toward greater densities.
  - a. Mr. Prince discussed the geographical area of consideration for the small area plan as outlined on a map provided to Board members. Within that area they determined there were two areas for lower density and one with more flexibility.
  - b. Mr. Myers explained the areas were determined based on topography and how the area is drained. Other considerations included, but were not limited to, the proposed new school(s), future location(s) of mixed use development, conventional subdivisions, future parkland and the proposed beltway.
  - c. Mr. Prince said calculations using existing RS-9 and RS-20 zoning would provide a density range of 2.8 to 3.3 houses per acre. This information was provided to Mike Acquesta, PE (the engineer working on the town wide sewer master plan) so that a minimum sewer pipe size could be determined based on an idea of future rooftops.
  - d. There was some discussion of commercial, but to no great detail. The subcommittee also mentioned looking at the Ketner Road extension northward that could connect with Chickasaw Road at its intersection with Robinhood Road.
  - e. Mr. Prince said the subcommittee had met the requirement of providing density and total number of rooftops for the study area to allow the engineer and Utility Committee to finalize the sewer plan for the whole town.
    - (1) Mrs. Foster did not agree that they have provided a deliverable.
  - f. The subcommittee agreed that it makes sense to plan for and support balanced growth around the proposed school sites given the provision of new sewer lines and the inevitability of new residential development that usually follows new school construction.
3. The consensus of the Board was not to create an ordinance as the next step but rather complete an area plan.
  - a. Mr. Lawson pushed for an ordinance to accompany the plan, but others felt the plan should come first.
4. Bill Powell, with the school system, said a school on the western side of the county is very likely, but it hasn't been determined yet if it will be the Robinhood or Southwest location.
  - a. The Board discussed connectivity and stormwater with Mr. Powell as well.
5. Mrs. Heath suggested the Board list what they need to review and discuss then get the subcommittee to put that information together.

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- a. Mr. Lawson said that was the point of this meeting.
- b. Mrs. Foster said she isn't clear on the final product.
- c. There was continued discussion on the need for a process or work product.  
The consensus was to get a plan first and not move to an ordinance yet.

**VI. For the Good of the Order**

- A. November 4 and 18 will be the dates for the November meetings.
- B. Adjournment
  - 1. Mr. Henning moved to adjourn and Mr. Prince 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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Jeanne Marie Foster, Chair