

LEWISVILLE PLANNING BOARD
Regular Meeting Minutes
Wednesday, February 27, 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 6:35 p.m.

2. **Roll Call**

- a. Board members present were Joseph Hamby, Jessica Higgins, Meghan Flow, Michael Sullivan and Bill Scantland. Tom Lawson had advised that he was unable to attend. Also present were Attorney Bo Houff, Planner Stacy Tolbert, and Town Clerk Joyce Walker.

3. **Regular Business**

- a. Approval of Agenda
- i. Mrs. Foster asked to have *Reports & Updates* to follow *New Business*.
 - ii. With that change, Bill Scantland moved to approve the agenda. The motion was seconded by Joseph Hamby and approved unanimously.
- b. Approval of Minutes
- i. February 13, 2019
 - (1) The February 13, 2019 minutes were not available.

4. **Public Hearings**

- a. None

5. **Technical Review**

- a. None

6. **New Business**

- a. L-086 The Lake at Lissara Phase II, Section V
- i. Briefing:
 - (1) Rezoning from RS-40 (Forsyth County) to RS-40-S (Town of Lewisville)
 - (a) Mrs. Tolbert provided information on the requested rezoning and other changes.
 - (i) This property will be annexed and the rezoning and site plan approval will be contingent on the approval of the annexation.
 - (ii) The process for each step was explained:
 - 1) Rezoning.
 - 2) Site plan for PRD (which will require a special use permit approved at Council level).
 - 3) Review for compliance.
 - (iii) Board members were advised that they should have received the staff report, TRC information and site plan via email.
 - (iv) The required sign has been posted.
 - (2) Mr. Wilcox, the developer, provided background on Lissara, i.e. that it is a large lot development with public water and private sewer.
 - (a) The requested property is not a part of the current subdivision.

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- (b) The request is to develop this property into large estate lots.
- (c) There are Lewisville open space requirements (less stringent than the county requirements) that will provide more area to help to complete walking and nature trails and to fix a “T” turnaround that is needed for large trucks.
- (d) Winston-Salem Planning has to agree to a staff change to re-allocate open space to meet their and Lewisville requirements.
- (e) It was noted that the nature trails cannot meet ADA compliance; however, all other PRD requirements are being met.
- (f) Mr. Wilcox identified changes that had been pointed out in the TRC notes and Mrs. Tolbert advised that the changes will be on the plan for the public hearing meeting.
 - (i) Before the signing of final plats, Mrs. Tolbert and Mr. Wilcox will work with Planning in Winston-Salem to affect the open space requirement changes.

ACTION: *Review Site Plan for compliance; Set public hearing for Rezoning*

After additional questions and discussion, Mike Sullivan moved to set a public hearing on the rezoning from Forsyth County planning jurisdiction to Lewisville planning jurisdiction for March 13th. The motion was seconded by Meghan Flow and approved unanimously.

b. L-087 Pegram Landing Phase II

i. Briefing:

(1) Rezoning from RS9 to RM12-S for multi-family complex

- (a) Mrs. Tolbert provided information on the project.
 - (i) This will be 60 units with a club house,
 - (ii) Density requirements have been met.
 - (iii) Signs have been posted.
 - (iv) A connection has been made to Phase I of Pegram Landing.
 - (v) There is an easement for access to the north.
 - (vi) There are two acres to the north that were up for action and which the development group is trying to acquire; however, those acres are not a part of this rezoning.
- (b) Charlie Herritage, the developer, provided additional information.
 - (i) Pegram Farm Road will remain as is.
 - (ii) When the DOT representative learned of Phase II, he noted he might rethink his comments on Phase I; however, Phase II has not yet been approved and he was asked to keep his comments as is.
 - (iii) It was noted that the DOT representative has not submitted comments for the TRC notes; however, preliminary comments have been emailed to the planner with notes about a possible median if Phase II is approved..
 - (iv) This is a mirror image of Phase I with sixty units, its own club

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house, three story buildings, same exterior design.

- (v) There were questions and discussion on traffic; however, that is a DOT issue and more feedback is needed.
- (vi) Letters to adjoining property owners will be mailed and **a list of the addresses provided to the developer.**
- (vii) Mr. Scantland advised everyone that he competes with Mr. Herritage on the same type of items but not in this area.
 - 1) Attorney advised that this is not a technical conflict.

ACTION: *Review Site Plan; Set public hearing.*

Jessica Higgins moved to set the public hearing for rezoning for Wednesday, March 13, 2019. The motion was seconded by Joseph Hamby and approved unanimously.

- c. Follow up discussion
 - i. There was additional discussion on Lissara's trails not meeting ADA standards.
 - (1) The board reviewed the information in the UDO regarding PRD's allowance for either sidewalks, bikeways or trails and the language that provides for alternative compliance.
 - (a) **Staff is to review alternative compliance.**
 - (2) **After discussion, staff is to amend the staff report regarding the trails not meeting ADA standards and will request a letter for an ADA exemption.**
 - (3) The seven findings of fact were reviewed and the staff report will note if each has been met.
 - (4) **Planning Board members would like staff to review *Alternative Compliance* in the UDO.**

7. Reports & Updates

- a. Chair
 - i. Mrs. Foster advised of her conversation with the Piedmont Land Conservancy. Anyone interested may contact the Conservancy.
 - (1) Jessica Higgins can devote some time starting in May.
 - ii. Mrs. Foster also advised that she participated in the interviews with the applicants for the Planning Board.
- b. Planner
 - i. Another section of Lissara will be coming for briefing on March 27th.
 - ii. Board members were advised of the authorization being sent to council that will allow the planner to make minor staff changes to site plans.
- c. Clerk
 - i. No updates.

8. Continued Business/Work Session

- a. Neighborhood Outreach Requirements
 - i. Presentation by Planner
 - (1) Board members were sent a draft on the UDO change that would provide for

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outreach to neighbors which was reviewed by Mrs. Tolbert.

- (2) Mr. Hamby expressed concerns about sending notification on items that don't require notification according to the statutes.
- (3) Board members discussed the pros and cons of the additional notifications to the public.
- (4) Mike Sullivan will work with the planner and chair on a holistic plan/ordinance on what may need to be added or what has been missed.
 - (a) **All notes will be sent Mr. Sullivan and cc'd to the planner and chair.**

ACTION: Discussion, Set public hearing or table for *further discussion*.

b. Land Use - Defining Map Sections

- i. Board members reviewed the maps made by Mr. Hamby to organize areas in the town.
 - (1) **Mr. Hamby will receive feedback on any comments regarding the maps.**

ACTION: Review basin maps and others available. Determine additional maps needed to finalize sections.

c. Uses/Ordinance Assignment

- i. The Permitted Use Table was provided to board members and items explained on how to read the table, conditions, who approves and what is allowed.
- ii. **Everyone was asked to review, prioritize and to send concerns to the planner and chair.**

ACTION: Review concerns and determine next steps.

9. Meeting Review

- a. See above in bold.
- b. Next Meetings
 - i. Public Hearing - March 13, 2019
 - ii. Work Session - March 27, 2019

10. Adjournment

- a. Having no other business to discuss, at 8:46 p.m. Mike Sullivan moved to adjourn the meeting. The motion was seconded by Joseph Hamby and approved unanimously.

Jeanne Marie Foster, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk