

**LEWISVILLE PLANNING BOARD**  
**REGULAR MEETING MINUTES**  
**Wednesday, March 27, 2019 at 6:30 P.M.**  
**Town Hall, 2<sup>nd</sup> Floor 6510 Shallowford Road**

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 Joseph Hamby, Michael Sullivan and Bill Scantland. Tom Lawson, Jessica Higgins and Meghan Flow were unable to attend. Also present were Attorney Bo Houff, Planner Stacy Tolbert and Town Clerk Joyce Walker
- b. Lang Wilcox was recognized in attendance.

3. **Regular Business**

- a. Approval of Agenda
- i. Item 8.e. (Comprehensive Plan brainstorming) was added to the agenda.
  - ii. With that addition, Bill Scantland moved to approve the agenda as amended. The motion was seconded by Jeanne Marie Foster and approved unanimously.
- b. Approval of Minutes
- i. February 27, 2019
    - (1) Mike Sullivan moved to approve the February 27, 2019 minutes. The motion was seconded by Joseph Hamby and approved unanimously.
  - ii. March 13, 2019
    - (1) A misspelling was noted on page 11 (page 1464 of continuous counting) and “because of all the new construction” was added to the last sentence of (a) on page 9 (1462 of continuous counting) for clarification.
    - (2) With those corrections noted, Bill Scantland moved to approve the March 13, 2019 minutes as amended. The motion was seconded by Joseph Hamby and approved unanimously.

4. **Public Hearings**

- a. None

5. **Technical Review**

- a. None

6. **Reports & Updates**

- a. Chair
- i. Mrs. Foster reported on the meeting with the advisory group and architects on the community center. Staff will be checking on references and will be reporting back to the group.
  - ii. Election for chair and vice chair will be postponed until next month.
  - iii. Mike Sullivan, Joseph Hamby and Tom Lawson have been reappointed to the board.
  - iv. The 2019-2020 budget items were recapped (i.e. \$40,000.<sup>00</sup> for consulting services, \$10,000.<sup>00</sup> for consulting services for the Comp Plan update, contracted services for Benchmark, zoning, code enforcement, etc.) noting that the board can request a budget

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amendment for whatever may be needed for resources but it must be specified and the cost.

v. Mr. Wilcox was asked to update the board on the location of the pump station that is now located behind the Food Lion. The relocation will service the future Great Wagon Road.

(1) He explained that the Utilities Committee had voted to recommend Alternative 2 so that existing residents could hook onto the system. However, it would take 51% of the people along the line to agree to bring it into the neighborhood and there would be a cost of \$45.<sup>00</sup> per linear foot of road frontage (about \$5,000.<sup>00</sup> per lot on average) plus about an \$8,000.<sup>00</sup> hookup fee. At the outset, each property owner would have to provide a check for \$1400.<sup>00</sup> with the rest being financed. One of the committee members had tried this in his neighborhood and the people in his neighborhood turned it down. He also noted that he did not vote with the committee. He voted for Alternative 1 which would get the best return on investment. The Council also voted to recommend Alternative 1 to City/County Utilities.

b. Planner

i. Community Center is not in the UDO.

(1) Other UDO's are being investigated looking at similar definitions so that the UDO can be updated with a text amendment, an update to the PUT table and use conditions.

ii. Upbeat Music would like to expand and will need a site plan amendment. A formal plan has not been submitted.

iii. Another subdivision will be formally submitted in April.

iv. There will be a public hearing on April 11<sup>th</sup> for The Lake at Lissara Phase II Section V.

v. Planning has been approached by a property owner on Yadkinville Road that has property zoned YR and a small area that is zoned RS40. They would like to do a general use rezoning to YR on the RS40 part.

(1) Attorney Houff suggested looking at the possible uses in YR to see if anything stands out and maybe consider YR-S.

(2) This will be coming forward in the future.

c. Clerk

i. No report.

7. **New Business**

a. L-088 The Lake at Lissara Phase II, Section VI

i. Briefing:

(1) Rezoning from RS-40 (Forsyth County) to RS40-S (Town of Lewisville)

(2) Planned Residential Development review for compliance

ii. The site plan was reviewed and changes being made were explained.

(1) Trail maps have been amended and the new information will be placed in the staff report and will be sent to everyone digitally.

iii. The board was advised that this would be going through the same process at Section V: rezoning, evidentiary hearing on the PRD and annexation.

iv. After review and discussion, Joseph Hamby moved to set the public hearing for April 10,

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2019 at 6:30 p.m. at Town Hall in Council Chambers. The motion was seconded by Mike Sullivan and approved unanimously.

- b. L-089 1181 Reynolds Rd
  - i. Briefing:
    - (1) Rezoning from RS-30 (Forsyth County) to RS-30 (Town of Lewisville)
    - (2) The property owners have asked to be annexed into the town and the property needs to be rezoned from the county to the town within 60 days.
    - (3) Board members reviewed the location being requested for annexation.
  - ii. After review and discussion, Bill Scantland moved to set the public hearing for April 10, 2010 at 6:30 p.m. at Town Hall in Council Chambers. The motion was seconded by Mike Sullivan and approved unanimously.

**8. Continued Business/Work Session**

- a. Planner's Update for L-087 Pegram Landing
  - i. Board members were updated on the second connection made between Phase I and Phase II which was a condition that was added at the public hearing. This amended site plan will be going forward to Council on April 11<sup>th</sup>.
- b. Neighborhood Outreach Requirements
  - i. Board members were presented a draft of the outreach requirements.
    - (1) It was suggested that discussion be limited to 20 minutes.
  - ii. The earlier agreement by board members was to place a sign as the mechanism for notification to residents about a project.
  - iii. There was discussion on whether there would be a requirement for the developer to inform the community of upcoming development projects in their area.
  - iv. Mrs. Tolbert identified those items in the UDO that don't require notification.
  - v. There was discussion on what should be made part of the UDO and/or policy.
    - (1) Attorney Houff noted that whatever is done should be consistent.
  - vi. One suggestion was to use signs for the general population and letters to those that are directly impacted.
  - vii. There was also discussion on the timing of items in the development schedule as it relates to citizen engagement.
  - viii. Board members decided to continue the discussion on this subject and bring information on what you want to engage citizens more.
  - ix. Mrs. Tolbert will look in the UDO to see what can be changed that can be applied to *Planning Board Review* and will bring the information back to the board by the end of April.
  - x. Mr. Hamby expressed his concern about passing requirements to the developer and the town not doing what it should in order to get information out to residents.
- c. Land Use - Defining Map Sections  
**ACTION:** *Review basin maps and others available. Determine additional maps needed to finalize sections.*
- d. Uses/Ordinance Assignment  
**ACTION:** *Review concerns and determine next steps.*

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- e. Comp Plan brainstorming

**9. Meeting Review**

- a. Action Item Consensus/Next Steps
- b. Next Meetings
  - i. Public Hearing - April 10, 2019
  - ii. Work Session - April 24, 2019

**10. Adjournment**

- a. Having no other business to discuss, Bill Scantland moved to adjourn the meeting at 8:40 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