

**Lewisville Planning Board**  
**6510 Shallowford Rd, Conference Rm 201**  
**Regular Meeting Minutes**  
**Wednesday, July 24, 2019 - 6:30 p.m.**

1. **Call to Order**

- a. Chair Jeanne Marie Foster called the meeting to order at 6:39 p.m.

2. **Roll Call**

- a. Board Members present were Tom Lawson, Joseph Hamby, and Michael Sullivan. Jessica Higgins, Meghan Flow and Bill Scantland were unable to attend. Also present were Planner Stacy Tolbert, Attorney Bo Houff and Town Clerk Joyce Walker. Guest Eimile Stokes was introduced by Attorney Houff. She is in her last year of law at Wake Forest and is working at Blanco Tackabery Law Firm.

3. **Regular Business**

- a. Approval of Agenda
  - i. GWR was added as iv. to 8.c.
  - ii. Joseph Hamby moved to approve the agenda with that amendment. The motion was seconded by Tom Lawson and approved unanimously.
- b. Approval of Minutes
  - i. Mike Sullivan moved to approve the minutes ( June 26, 2019 listed on the agenda); however, the minutes in-hand that were reviewed and approved were dated July 10, 2019. The motion was seconded by Tom Lawson and approved unanimously.

4. **Public Hearings**

- a. None.

5. **Technical Review(s)**

- a. None.

6. **New Business**

- a. L-PBR 2019002 Loch Lea briefing
  - i. This re-submitted subdivision is a 29-lot conventional large lot development with RS20 zoning.
    - (1) This will be a technical review by the Planning Board, no public hearing is required.
    - (2) Board members reviewed the revised site plan and TRC comments.
      - (a) Since this is a large lot subdivision, sidewalks are not required because this is in Watershed IV.
      - (b) Curb and gutter are not required.
      - (c) The site has steep slopes and ponds.
        - (i) Because of the topography, a waiver not to connect to an adjacent subdivision is being requested.
          - 1) He will not be required to stub to an adjacent business property.
        - (ii) The block length is greater than 1200 feet and a waiver for

**Lewisville Planning Board**  
**6510 Shallowford Rd, Conference Rm 201**  
**Regular Meeting Minutes**  
**Wednesday, July 24, 2019 - 6:30 p.m.**

this is also being requested.

- (d) He will be doing LCID land clearing for debris on this property which is allowed.
- (e) Most of the trees will be left; however, the developer would like to transplant existing crepe myrtles as the street trees since they meet the height requirement.
- (f) This subdivision will be using city water (WSFCU) and septic.
- (g) The approved street name is Whisper Hollow Ln.

**7. Reports and Updates**

- a. Chair
  - i. No updates at this time.
- b. Vice Chair
  - i. Mr. Lawson advised that trees were discussed at the previous meeting. Verbiage for the school and community center are being worked on.
- c. Planner
  - i. The DOT public meeting to present the Great Wagon Road (GWR) plans will be tomorrow (7-25) downstairs.
  - ii. Avendell subdivision was approved by Council as submitted and will be connecting to both stub streets.
    - (1) Mayor Horn made a motion to approve but without the stub street connection to the Forest Wood street. That motion did not pass: 3 yes - 4 no.
    - (2) Mr. Zenger made a motion to approve as submitted. That motion passed 4 yes - 3 no.
  - iii. The planner has been asked to look at the inter-connectivity index that was mentioned at the Council meeting.
  - iv. The Terrace at Reynolds Run will be going to Council at the August meeting for approval.
  - v. The school system has a pre-submittal site plan for the Robinhood Road middle school with a formal submittal on August 7<sup>th</sup>.
    - (1) This is **not** a public hearing and is a review for compliance with the final decision by the Planning Board.
    - (2) Briefing should be on August 28<sup>th</sup> and reviewed in September.
  - vi. Mrs. Tolbert announced she will be out of the office from Friday through the following Wednesday.
  - vii. Consultants have not yet been discussed with the manager.
- d. Town Clerk
  - i. Mrs. Walker announced that City County Utilities (CCUC) has re-branded itself to be Winston-Salem Forsyth County Utilities (WSFCU).
- e. Attorney
  - i. Attorney Houff announced a re-organization of the State statutes that pertain to planning and zoning. (Session Law 2019 HB 448 and SB 422)

**Lewisville Planning Board**  
**6510 Shallowford Rd, Conference Rm 201**  
**Regular Meeting Minutes**  
**Wednesday, July 24, 2019 - 6:30 p.m.**

- (1) The Institute of Government (IOG) will provide more information at a later date.
- (2) Special Use Zoning will now be Conditional Use Zoning.

8. **Continued Business/Work Session**

- a. The Town Survey is now available.
  - i. The survey is on the web site.
  - ii. **Mrs. Tolbert was asked to place the WORD document (comments) in Dropbox.**
    - (1) The Planning Board would like to be able to convert the data from the survey into actionable items.
    - (2) Members would also like to make suggestions for future surveys to get information that will help in future planning.
- b. Comprehensive Plan Update
  - i. Data from the survey will be reviewed for its usefulness in the Comp Plan update.
  - ii. There is a need to decide the scope before going to a consultant.
    - (1) Demographics from the last update were reviewed.
    - (2) There needs to be an objective look at each chapter and whether each should be status quo, removed, changed and/or reformatted (using the Northeast Area Plan as a guide?).
  - iii. There was a discussion on an assessment of the current Plan and survey to help determine how to move forward.
    - (1) Possibly have a stakeholder group.
  - iv. **Mrs. Tolbert will be bringing to the next meeting (August 14<sup>th</sup>) a draft of “hot button” items:**
    - (1) Community engagement.
    - (2) Work flow and can it be supported.
    - (3) Trees (September)
    - (4) Volunteer Ag Districts
- c. Status:
  - i. Neighborhood Outreach/Community engagement
  - ii. Land Use
  - iii. Ordinance
  - iv. Great Wagon Road (GWR)
    - (1) Board members reviewed the DOT GWR map.
    - (2) Members were also advised of the bike plan that is underway.
    - (3) Any feedback will be accepted by the DOT until August 26<sup>th</sup>.

9. **Meeting Review**

- a. Action Item Consensus/Next Steps
- b. Next Meetings
  - i. Public Hearing - August 14, 2019
  - ii. Work Session - August 28, 2019

**Lewisville Planning Board**  
**6510 Shallowford Rd, Conference Rm 201**  
**Regular Meeting Minutes**  
**Wednesday, July 24, 2019 - 6:30 p.m.**

10. **Adjournment**

- a. Having no other business to discuss, Mike Sullivan moved to adjourn the meeting at 8:40 p.m. The motion was seconded by Joseph Hamby and approved unanimously.

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

ATTEST:

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