

Lewisville Planning Board
Regular Meeting Minutes
Digitally originating in Town Hall Council Chambers 1st flr 6510 Shallowford Road
Wednesday, June 10, 2020 - 6:30 p.m.

1. **Call to Order**

- a. Chair Tom Lawson opened the meeting being simultaneously streamed electronically at 6:30 p.m.

2. **Roll Call**

- a. Board members attending electronically were Joseph Hamby, Michael Sullivan, Bill Scantland, and Joseph Sloop. Meghan Flow had advised that she would be late. Also attending electronically were Town Manager Hank Perkins, Planner Stacy Tolbert, Attorney Bo Houff, and Town Clerk Joyce Walker.
- b. In addition, Chad Sary was electronically present to provide information on the UDO Assessment Project.

3. **Regular Business**

- a. Approval of Agenda
 - i. Mr. Scantland moved to approve the agenda. The motion was seconded by Joseph Hamby and approved unanimously with a roll call vote of ayes from Board members Hamby, Scantland, Sloop, Sullivan and Chair Lawson.
- b. Approval of Minutes
 - i. None available.

4. **Public Hearings**

- a. None.

5. **Technical Review(s)**

- a. None.

6. **Reports & Updates**

- a. Chair/Vice Chair
 - i. None.
- b. Planner
 - i. At the Town Council meeting tomorrow night, June 11th, Council will be:
 - (1) Voting on the rezoning that they heard on June 4th;
 - (2) Holding a public hearing on Longwood Village; and
 - (3) Holding a public hearing on the budget.
- c. Clerk
 - i. None.
- d. Attorney
 - i. None.

7. **New Business**

- a. None.

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Jessica Higgins arrived electronically at 6:34 p.m.

8. Continued Business/Work Session

- a. Presentation of UDO Assessment Project
 - i. Consultant Chad Sary, representing Stewart Engineering, Inc., provided a PowerPoint presentation and summarized his firm's phased approach to the assessment:
 - (1) Review of existing plans.
 - (2) Updating the UDO and then the Comprehensive Plan.
 - (3) Ensure that the UDO is representative of the Comprehensive Plan, that the recommendations coincide with the legislation for 160D, and that the Comprehensive Plan is the basis for the UDO development codes.
 - (4) Review and update definitions in the UDO.
 - (5) Review, update and compact the zoning districts and Permitted Use Table (PUT)
 - (6) Identify conflicting sections of the ordinance.
 - (7) Utilize comments from stakeholder interviews.
 - (8) Rearrange the information in the UDO for a better flow and use more visuals.
 - (9) Consolidate much of the information into fewer pages.
 - ii. Mr. Sary noted that the Comprehensive Plan and UDO can take a year or more for each to complete.
 - iii. Mr. Sary recommended "starting from scratch" when reformatting; however, reference where the original material resided will be noted and some of the revisions may have to be approved by Council.
- b. Mrs. Tolbert advised there is money in the upcoming budget for an update to the Comprehensive Plan.

9. Meeting Review

- a. Action Item Consensus/Next Steps
 - i. Continue with the completion of the Downtown Overlay map.
 - ii. Determine any modifications to the downtown resulting from building of the Great Wagon Road (GWR).
 - iii. Determine base densities for areas outside the downtown.

Meghan Flow was electronically admitted into the meeting at 7:28 p.m.

- b. Next meetings
 - i. Work Session - June 24, 2020
 - (1) Joseph Hamby moved to cancel the June 24, 2020 meeting. The motion was seconded by Joseph Sloop and approved unanimously with a roll call vote of ayes from Board members Hamby, Scantland, Sloop, Sullivan, Flow, Higgins and Chair Lawson.

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- ii. The next Planning Board meeting will be on their regularly scheduled date: July 8, 2020.

10. Adjournment

- a. Having no other business to discuss, Meghan Flow moved to adjourn the meeting at 7:35 p.m. The motion was seconded by Jessica Higgins and approved unanimously with a roll call vote of ayes from Board members Hamby, Scantland, Sloop, Sullivan, Flow, Higgins and Chair Lawson.

Tom Lawson, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk