



W-3659 Walter Wilson (Winston Manor) (Special Use Rezoning to RM8-S)



Phone: 336-747-7040

Bryce A. Stuart Municipal Building
100 East First Street, Suite 225
Winston-Salem, NC 27101
Fax: 336-748-3163

[City of W-S Planning](#)

Crystal Miller
Torgerson Design Partners
116 N. 2nd. Ave.
Ozark, MO 65721

Project Name: W-3659 Walter Wilson (Winston Manor) (Special
Use Rezoning to RM8-S)
Jurisdiction: City of Winston-Salem
ProjectID: 1774668

Wednesday, August 20, 2025

The comments listed below reflect remaining issues that must be addressed before your request can proceed to the Planning Board. All outstanding issues included in this list must be satisfactorily addressed on the revised site plan and re-submitted back to Planning staff no later than 5:00pm on the Thursday two weeks before (14 days prior to) the Planning Board meeting.

Open Issues: 15

Engineering

General Issues

17. Commercial Infrastructure Permit Required

City of Winston-Salem-
Engineering
Craig Nursey
336-727-8000
craign@cityofws.org
8/6/25 4:11 PM
01.03) Rezoning-
Special Use District - 2

- This development will require a City of Winston-Salem Commercial Infrastructure Permit (formerly Commercial Driveway Permit).
- Site must be designed and built in accordance with the most recent City of Winston Salem Infrastructure Development Standards and Water and Sewer Technical Specifications.
- Verify fire apparatus maneuverability through parking lot
- Sight Distance Triangles (SDT) shall be drawn from the back of curb on C&G streets and edge of pavement on ribbon pavement streets.
- Check with WSDOT regarding ROW dedication requirements.
- Check with WSDOT regarding sidewalk requirements.
- No footing, wall, or wall components will be allowed within the public R/W or public water, sewer or storm drainage easements.
- Show mail kiosk location.
- Sidewalk is required along the frontage of Sides Road and the frontage of Peters Creek Parkway.

Further detailed comments may be issued when more detailed plans are provided in future technical permitting process.

Erosion Control

General Issues

20. Grading/Erosion Control Permit and Erosion Control Plan needed

City of Winston-Salem
Kent Wall
336-747-7454
kentw@cityofws.org
8/11/25 1:46 PM
01.03) Rezoning-
Special Use District - 2

If the proposed project creates more than 10,000 sq. ft. of land disturbance (20,000 sq. ft. of land disturbance for Single-Family Dwelling construction), a Grading/Erosion Control Permit will be required prior to the start of work. In order to obtain this permit you must submit a professionally designed Erosion Control Plan along with an original signed/notarized Financial Responsibility/Ownership (FRO) form for review and approval. Please submit the plan through the electronic plan review portal as application type **04.02 Grading/Erosion Control Permit** at the following link: <https://winston-salem.idtplans.com/secure/>

Fire/Life Safety

General Issues

22. Approval Notes

City of Winston-Salem
(Fire)

Raven Byrd
336-747-7456

ravenb@cityofwsfire.org

8/15/25 10:28 AM

01.03) Rezoning-
Special Use District - 2

These general notes apply to all projects. If there are any other concerns to be addressed as part of this review they will be noted as separate issues.

- Future construction plans shall indicate locations of fire hydrants (existing and proposed) to demonstrate compliance with fire code requirements and City development standards.
- Fire apparatus access shall comply with the requirements below and **shall extend to within 150 feet all portions of the exterior walls of the building** as measured by an approved route around the exterior of the building or facility. This can be extended to 200 feet for sprinklered buildings.
- Ensure fire apparatus access roads are designed, built and maintained in compliance with fire code requirements. These requirements include but are not limited to the following items:
 - Must carry an imposed load of not less than 75,000 pounds;
 - Clear width requirements of not less than 20 feet for two-way traffic;
 - Clear height requirements of not less than 13 feet, 6 inches;
 - Approved turnaround required for fire apparatus access roads when the dead-end length of the required access road is more than 150 feet.
 - Gates may not obstruct fire apparatus access roads unless approved by the Winston-Salem Fire Department; approval requires compliance with all applicable fire code requirements.
- For those buildings on this site that are equipped with sprinkler or standpipe systems, indicate the location of each FDC; FDC must be located within 100 feet from a fire hydrant.
- Buildings constructed on site must comply with all applicable NC Building Codes

NCDOT

General Issues

25. General Comments

NCDOT Division 9

Ashley Long

336-747-7900

along1@ncdot.gov

8/18/25 4:59 PM

01.03) Rezoning-
Special Use District - 2

- NCDOT driveway permit not required for connection on Sides Road (non-system) see below for encroachment requirements in state road right-of-way
- A 16.1 two-party encroachment would be required for utility connections (i.e. power, telephone, and gas) in the right of way.
- A 16.6 3-party encroachment agreement would be required for any utility ties (water and sewer) in the right of way, and sidewalk where applicable.
- For encroachment-related questions, please contact Carolina Carbajal – ccarbajalcruz1@ncdot.gov.

Planning

02 RZ CIVIL SITE PLAN.pdf [1 redline] (Page 1) [1] SP1

12. Callout B

City of Winston-Salem RM8-S

Marc Allred

336-727-8000

marca@cityofws.org

8/5/25 3:10 PM

Pre-Submittal Workflow

- 1

General Issues

19. Community Appearance Commission

City of Winston-Salem/Forsyth County
Daniel Rankin
336-747-6835
danielr@cityofws.org
8/8/25 2:24 PM
01.03) Rezoning-
Special Use District - 2

No comment

24. Environmental Features/Greenways

City of Winston-Salem
Amy Crum
336-747-7051
amyc@cityofws.org
8/18/25 3:27 PM
01.03) Rezoning-
Special Use District - 2

Greenways: N/A
Wetlands: N/A
Farmland/VAD: N/A
Natural Heritage: N/A

26. Crosswalks

City of Winston-Salem
Marc Allred
336-727-8000
marca@cityofws.org
8/19/25 9:01 PM
01.03) Rezoning-
Special Use District - 2

Provide internal crosswalks to connect the outer ring buildings to the internal recreation area. In some cases, trees may need to be relocated. Trees planted on vegetated islands smaller than 600 square feet do not count toward MVSA plantings and would be good candidates for relocation. These island areas would also be suitable locations for crosswalks.
[[Ver. 3](#)] [Edited By Marc Allred]

27. More Residential

City of Winston-Salem
Marc Allred
336-727-8000
marca@cityofws.org
8/19/25 8:58 PM
01.03) Rezoning-
Special Use District - 2

Based on the current RM8-S zoning, you could add 5–6 more units. Potentially, single-family homes, townhouses, or duplexes could be added along Sides Road (in the southwest part of the map). Staff would not be opposed to a density increase to RM12.
[[Ver. 2](#)] [Edited By Marc Allred]

28. Issue Resolution & Community Outreach Deadline

City of Winston-Salem
Marc Allred
336-727-8000
marca@cityofws.org
8/20/25 11:45 AM
01.03) Rezoning-
Special Use District - 2

Issue Resolution Deadline is August 28th.
Community Outreach Deadline is September 3rd.

Sanitation

General Issues

16. Bulk Container Information

City of Winston-Salem

Matthew Cheatham

336-727-8000

matthewch@cityofws.org

8/6/25 2:54 PM

01.03) Rezoning-Special

Use District - 2

Location will require bulk container(s).

Bulk Containers: All surfaces constructed for the placement of bulk containers shall be constructed of concrete with a thickness of at least eight inches. All surfaces constructed for the placement of bulk containers shall be at least 16 feet in length and at least 12 feet in width.

Location and placement: Bulk containers shall be located to provide easy ingress and egress by a container tender truck to the containers. The location of the container shall be free from any overhanging wires or other obstructions which have less than 35 feet of vertical clearance and 40 feet linear clearance of overhead obstruction in the dumping area. All screens or enclosures shall be open on one side for easy access and provide a three-foot clearance on all sides from the bulk container.

Stormwater

General Issues

13. Stormwater Management Permit Required

City of Winston-Salem

Joe Fogarty

336-747-6961

josephf@cityofws.org

8/6/25 10:11 AM

01.03) Rezoning-

Special Use District - 2

This development will need to apply for, and be issued with, a Post Construction Stormwater Management permit that shows compliance with the applicable provisions of the City of Winston-Salem's Post Construction Stormwater Management ordinance (Chapter 75 of the city code).

If you disturb more than 1 acre during construction and you have an increase in impervious area from the pre to the post developed condition, which will be the case here, then you will be required to be issued with a permit that shows compliance with the water quality provisions of the ordinance. The water quality provisions are broken down into low and high density developments. Low density developments are those that are less than 24% impervious area or less than 2 units per acre. Low density developments do not have to treat/manage the first inch of runoff from the development but they must show compliance to the maximum extent practicable with the low density design criteria of the NCDEQ Stormwater Design Manual - Low Density Chapter. High density developments on the other hand are those that exceed 24% impervious area and also exceed 2 units per acre. This will be the case with this development since the plan indicates that the impervious percentage will 28% and that there will be 7.21 units/acre. High density developments, such as this will be, are required to treat/manage the first inch of runoff from the development in an approved primary stormwater management system.

The water quantity provisions of the ordinance apply once more than 20,000 sq.ft. of net new impervious area is created. This will be the case here. These provisions require that the post developed peak runoff rates from the 2, 10 and 25 year storm event, of minimum 6 hour duration, be managed in an approved stormwater management system such that the release rates are equal to, or less than, the pre developed peak rates. The increase in the 25 year pre to post developed volume must also be stored in the system and this volume released over a 2 to 5 day period.

Your plan is indicating one Stormwater Management Pond and so you need to ensure this is designed appropriately to meet the required quality and quantity provisions outlined. The City requires that the developer enter into an Operation and Maintenance (O&M) Agreement as part of the permit process for any development that has an Stormwater Management Device, such as a pond on your plan. Once approved it will need to be recorded at The Forsyth County Register of Deeds office. We also require that the Developer/Owner set aside funds that equal 10% of the estimated construction cost of the pond in an account they manage and use exclusively for the O&M of the system within 5 years of the systems construction and that they provide the City with a financial disclosure statement for that at the time of permitting.

Utilities

General Issues

18. General Comment

City of Winston-Salem

Robert Wall
336-727-8000
robertw@cityofws.org
8/7/25 2:00 PM
01.03) Rezoning-
Special Use District - 2

Submit plans for review/approval through IDT system. Any existing connections not intended for reuse must be terminated at the main. Any new water connections will require a payment of system development fee for both water and wastewater. Water meters purchased through COWS. All water connections will require a Reduced Pressure Assembly Backflow Preventer matching the meter size.

WSDOT

General Issues

23. General

City of Winston-Salem

Robert Stone
336-727-8000
robertst@cityofws.org
8/18/25 8:32 AM
01.03) Rezoning-
Special Use District - 2

- Review City of Winston-Salem IDS Manual to ensure all plans are developed in accordance with city standards and specifications.
- Provide 10' x 70' sight distance triangles at all driveway connections from edge of pavement or back of curb at all driveway connections. Ensure no obstructions are inside sight distance triangles.
- Provide dimensioning for all parking stalls drive aisles, sidewalk, curb & gutter, curve radii, etc.
- Provide drive connection detail on Sides Road to meet IDS Manual detail V-13
- Provide sidewalk / curb & gutter along property frontage of Sides Road and property frontage of Peters Creek Parkway with connection to internal sidewalk network.
- Verify emergency vehicle and fire apparatus maneuverability through site.
- No TIA study will be required for this site development.
- Show mail kiosk location.
- Proposed development will require commercial infrastructure with city.

Zoning

General Issues

15. Zoning Plan Review

City of Winston-Salem

Ellie Levina

336-727-2626

elliele@cityofws.org

8/20/25 8:43 AM

01.03) Rezoning-

Special Use District - 2

1. A Lighting Plan will be required at the permitting stage (see UDO 6.6 Exterior Lighting)
2. A Type II Bufferyard must be planted and shown along the southern property line. (see UDO 6.3.2 Determination of Bufferyard)
3. Two bicycle spaces are required per building (see UDO 6.1.2 Motor Vehicle and Bicycle Parking Space Requirements)
4. A minimum three (3) foot wide landscaped area shall be provided between any parking area and building wall providing access into the unit(s). (see UDO 6.1.2.E.3 Parking for Multifamily Dwellings)
5. Provide wheel stops for parking spaces abutting sidewalks, as appropriate (see UDO 6.1.3.G Parking Adjacent to Sidewalks)
6. Each MVSA tree must have at least 600 square feet of planting area (see UDO 6.2.1.C.3.b Size).
7. Common recreation areas shall be attractively landscaped and provided with sufficient natural or constructed screening to minimize any negative impacts upon adjacent residences within the development. Additionally, one large variety tree shall be required for every two thousand five hundred (2,500) square feet of common recreation area. These trees are separate from MVSA, bufferyard, or streetyard, show calculation on site plan $18,952/2,500 = 8$ trees required.

[Ver. 5] [Edited By Ellie Levina]