



# W-3415 Azam Property Office (Special Use Rezoning)



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

Phone: 336-747-7040

City of W-S Planning

Waqas Azam  
Azam properties llc  
611 Waughtown st  
Winston Salem , NC 27107

Project Name: W-3415 Azam Property Office (Special Use Rezoning)  
Jurisdiction: City of Winston-Salem  
ProjectID: 541180

Wednesday, November 17, 2021

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: 13

### Engineering

### General Issues

#### 22. No comment

<p><a href="#">City of Winston-Salem</a> Matthew Gantt 336-727-8000 <a href="mailto:matthewg@cityofws.org">matthewg@cityofws.org</a> 11/3/21 1:17 PM 01.03) Rezoning- Special Use District - 3</p>	<p>No new driveways or access points onto City streets are proposed. No comment from Engineering</p>
--	--

### Erosion Control

## General Issues

### 21. Erosion Control Plan Needed

**City of Winston-Salem**  
Matthew Osborne  
336-747-7453  
[matthewo@cityofws.org](mailto:matthewo@cityofws.org)  
11/3/21 11:05 AM  
01.03) Rezoning-  
Special Use District - 3

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

### 26. Notes

**Winston-Salem Fire Department**  
Cory Lambert  
336-747-7359  
[coryml@cityofwsfire.org](mailto:coryml@cityofwsfire.org)  
11/4/21 7:59 AM  
01.03) Rezoning-  
Special Use District - 3

Indicate locations of fire hydrants (existing and proposed) to demonstrate compliance with fire code requirements and City development standards.

For those buildings on this site that are equipped with sprinkler or standpipe systems, indicate the location of each FDC, ensuring no FDC is more than 100 feet from a fire hydrant.

Ensure fire apparatus access roads are provided, designed, built and maintained in compliance with fire code requirements. These requirements include but are not limited to the following items:

- Design, construction and maintenance of fire apparatus access roads to 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;
- Design, construction and maintenance of approved turnaround designs 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.

As part of your construction plan submittal, include the calculations for needed fire flow for this project and indicate the approved method of calculation in use. Buildings that are equipped with sprinkler systems throughout are exempt from this requirement. Refer to Section 507 of the 2018 NC Fire Code for further information. Approved calculation methods include the following options:

- Appendix B of the 2018 NC Fire Code; or
- the ISO Fire Suppression Rating Schedule (as described in <https://www.isomitigation.com/siteassets/downloads/guide-determinerequiredfireflow.pdf>).

Emergency responder radio coverage shall meet the requirements of Section 510 of the 2018 NC Fire Code for this project. Consider how these requirements, including any systems necessary to bring radio coverage into compliance with this section, may impact your plans.

**Azam Office Site Layout 10142021-Signed & Sealed.pdf [1 redline] (Page 1) [1] Layout1**

### 25. WS - Fire/Life Safety B

[Winston-Salem Fire Department](#) Provide location of fire hydrant, in relation to the building, on site plan.  
Cory Lambert  
336-747-7359  
[coryml@cityofwfsfire.org](mailto:coryml@cityofwfsfire.org)  
11/4/21 7:58 AM  
01.03) Rezoning-  
Special Use District - 3

**MapForsyth Addressing Team**

General Issues

**31. Addressing & Street Naming**

[Forsyth County Government](#) If new address is needed, it will be issue at permitting.  
Gloria Alford  
3367032337  
[alfordgd@forsyth.cc](mailto:alfordgd@forsyth.cc)  
11/15/21 8:33 AM  
01.03) Rezoning-  
Special Use District - 3

**Planning**

General Issues

**23. Design**

[City of Winston-Salem](#) Elaborate on parking calcs/how number of required spaces were derived. Five foot (GMA 2) streetyard required?  
Gary Roberts  
336-747-7069  
[garyr@cityofws.org](mailto:garyr@cityofws.org)  
11/3/21 2:20 PM  
01.03) Rezoning-  
Special Use District - 3

**27. Historic Resources**

[City of Winston-Salem](#) No comments  
Heather Bratland  
336-727-8000  
[heatherb@cityofws.org](mailto:heatherb@cityofws.org)  
11/4/21 4:16 PM  
01.03) Rezoning-  
Special Use District - 3

**2214 Cole Rd.pdf [31 redlines] (Page 2)**

**19. COUNCIL MEMBER CONTACT B**

[City of Winston-Salem](#) Please ensure that you have contacted your appropriate Council Member prior to arranging any community outreach meeting. This meeting is to take place prior to the Planning Board Hearing.  
Bryan Wilson  
336-747-7042  
[bryandw@cityofws.org](mailto:bryandw@cityofws.org)  
4/27/21 3:06 PM  
Pre-Submittal Workflow

Azam properties llc Ok.  
Waqas Azam  
3369866692  
Kachi654@gmail.com  
6/1/21 4:12 PM  
Pre-Submittal Workflow  
- 1

## Sanitation

### Azam Office Site Layout 10142021-Signed & Sealed.pdf [1 redline]

#### 24. No Comments

City of Winston-Salem No comments.  
Jennifer Chrysson  
336-727-8000  
jenniferc@cityofws.org  
11/3/21 2:21 PM  
01.03) Rezoning-  
Special Use District - 3

## Stormwater

### General Issues

#### 20. Stormwater Management - No Comments

City of Winston-Salem The plan states that there is no proposed grading or new impervious area proposed in this submittal for review. Since there is no change in impervious area from what already exists it is exempt from all of the provisions of The City of Winston-Salem's Post Construction Stormwater Management ordinance and therefore I have no comments.  
Joe Fogarty  
336-747-6961  
josephf@cityofws.org  
11/3/21 9:41 AM  
01.03) Rezoning-  
Special Use District - 3

## Utilities

### General Issues

#### 28. Back Flow Preventer

City of Winston-Salem A Double Check Assembly (DCA) backflow preventer will need to be install behind the existing water meter in the grass area. If the fire department requires an additional fire hydrant, then there will be a \$500.00 review fee and the plan will need to be signed by utilities.  
Charles Jones  
336-727-8000  
charlesj@cityofws.org  
11/8/21 10:42 AM [Ver. 3] [Edited By Charles Jones]  
01.03) Rezoning-  
Special Use District - 3

## WSDOT

### General Issues

#### 29. General Comments

City of Winston-Salem

David Avalos

336-727-8000

[davida@cityofws.org](mailto:davida@cityofws.org)

11/9/21 1:51 PM

01.03) Rezoning-  
Special Use District - 3

- Provide pedestrian connection from the building to the public sidewalk.

## Zoning

### General Issues

#### **34. Zoning**

City of Winston-Salem

Elizabeth Colyer  
336-747-7427

[elizabethrc@cityofws.org](mailto:elizabethrc@cityofws.org)

11/17/21 8:27 AM

01.03) Rezoning-Special  
Use District - 3

Interdepartmental review comments:

NO supplemental district standards:

Required off-street parking may be reduced by 15% from the required 1 space per 300 square feet of gross floor area, with a minimum of 2 bicycle spaces required that are no more than 50 feet from a principal building entrance and not located in the parking lot. Please show the location of the proposed bicycle rack and complete the parking calculation in the legend.

Ten (10) feet of the front yard in the NO District shall be landscaped with plant materials to provide a grassed lawn or other maintained landscaping, please ensure that this standard is clearly noted on the site plan.

Any proposed dumpster(s) shall be enclosed on three (3) sides with walls at least eight (8) feet high and constructed of the same material as the principal building on the zoning lot; the fourth side of the enclosure shall be a permanent gate of wood or other opaque material. Dumpsters must be a minimum of 50 feet from any residential property line.

Type I plantings will be provided in the required 5 foot wide Streetyard. Please delineate a 5 foot wide Streetyard between the parking and public right of way along Cole Road. It appears that some existing parking surface will need to be removed to meet this standard.

Only one sign per structure will be permitted in NO Districts, either an attached wall, or on-premises freestanding ground sign limited to 8 square feet for either option. Please show the location of any proposed freestanding sign on the site plan.

Please label the width of all proposed or existing driveways, drive aisles, and sidewalks. Please label all existing building setbacks in relation to the existing and proposed property lines.

Please label all dimensions of the parking typical. All parking surfaces must be consistent in Growth Management Area (GMA) 2. All existing and proposed parking surface must be of the same material, with the exception of ADA compliant parking surfaces. If gravel will be the parking surface type, then anchored wheel stops are required.

Please demonstrate that all parking spaces are within 75 feet of a large variety tree.

Permitting review:

Building permits will be required to upgrade the residential structure to a commercial structure. Any questions regarding this should be directed to Glenn Johnson [glennj@cityofws.org](mailto:glennj@cityofws.org) 336-727-2328. Any required grading permit will require a completed Tree Save Area legend and a landscape plan that demonstrates how the standards are to be met. The landscape plan will also need to show the plant types, height at the time of planting, caliper and spacing required for the bufferyard, Streetyard and any required MVSA trees.

Exterior lighting on the property shall not be installed at a height of more than eight (8) feet above the finished grade and shall be so shielded as to cast no direct light upon adjacent property. Additionally, any proposed exterior lighting requires a photometric plan submitted for review with building permits that meet the standards of UDO Section 6.6.

[Ver. 2] [Edited By Elizabeth Colyer]