

**CITY-COUNTY PLANNING BOARD  
STAFF REPORT**

<b>PETITION INFORMATION</b>	
<b>Docket</b>	W-3552
<b>Staff</b>	<a href="#">Amy McBride</a>
<b>Petitioner(s)</b>	Second Star Development, Inc.
<b>Owner(s)</b>	Same
<b>Subject Property</b>	PIN 6816-15-1414
<b>Address</b>	3455 Polo Road
<b>Type of Request</b>	Special Use rezoning
<b>Proposal</b>	<p>The petitioner is requesting to amend the Official Zoning Map for the subject property <b>from</b> NO-S (Neighborhood Office – Special Use zoning) <b>to</b> NO-S (Neighborhood Office – Special Use zoning). The petitioner is requesting the following uses:</p> <ul style="list-style-type: none"> <li>• Child Day Care Center; Offices; Residential Building, Single Family; and Combined Use</li> </ul>
<b>Neighborhood Contact/Meeting</b>	A summary of the petitioner’s neighborhood outreach is attached.
<b>Zoning District Purpose Statement</b>	The NO District is primarily intended to accommodate very low intensity office uses within converted single family detached units. The district is intended to be located on the periphery of established residential areas, along major and minor thoroughfares. The district is established to provide convenient locations for offices, the size and operating characteristics of which require limited parking, and which generate little traffic. Standards are designed so that this district may serve as a transitional land use between residential districts and commercial districts. This district is intended for application in GMAs 2, 3, and 4.
<b>Rezoning Consideration from Section 3.2.19 A 16</b>	<b>Is the proposal consistent with the purpose statement(s) of the requested zoning district(s)?</b>
	Yes, the request proposes a neighborhood serving use. The site is located within GMA 3 and is accessible to a minor throughfare.
<b>GENERAL SITE INFORMATION</b>	
<b>Location</b>	North side of Polo Road, west of Green Valley Road
<b>Jurisdiction</b>	Winston-Salem
<b>Ward(s)</b>	Northwest
<b>Ward(s) July 2023</b>	Northwest
<b>Site Acreage</b>	± .97 acres
<b>Current Land Use</b>	Offices

<b>Surrounding Property Zoning and Use</b>	<b>Direction</b>	<b>Zoning District</b>	<b>Use</b>			
	North	RS9	Single-family homes			
	East	NO-L	Offices			
	South	RM12	Two-story apartment buildings			
	West	NO-S	Offices			
<b>Rezoning Consideration from Section 3.2.19 A 16</b>	<b>Is/are the use(s) permitted under the proposed classification/request compatible with uses permitted on other properties in the vicinity?</b>					
	The proposed childcare use is compatible with the other office and business uses, and residential development in the general area.					
<b>Physical Characteristics</b>	Most of the site is occupied by the existing office building and parking area. The parcel slopes gently from Polo Road towards the northwestern property line. The rear portion of the site contains an older uninhabitable residential structure, with medium to large specimen trees and dense undergrowth.					
<b>Proximity to Water and Sewer</b>	The site has access to public water and sewer from Polo Road.					
<b>Stormwater/ Drainage</b>	Staff is not aware of any existing stormwater issues at this location.					
<b>Watershed and Overlay Districts</b>	The subject property is not located within a water supply watershed or overlay district.					
<b>Analysis of General Site Information</b>	The site has no apparent restrictions and appears to be suitable for the proposed re-development within the NO district.					
<b>RELEVANT ZONING HISTORIES</b>						
Case	Request	Decision & Date	Direction from Site	Acreage	Recommendation	
					Staff	CCPB
W-3242	RM12 to NO-L	Approved 11/3/2015	Adjacent property to east	.59	Approval	Approval
W-2675	NO-S and RM12 to NO-S	Approved 3/1/2004	Subject property	.97	Approval	Approval
W-2377	RM12 to NO-S	Approved 4/3/2000	Subject property	.48	Approval	Approval
W-2130	RM12 to NO-S	Approved 3/3/1997	Adjacent property to west	.89	Approval	Approval
<b>SITE ACCESS AND TRANSPORTATION INFORMATION</b>						
Street Name	Classification	Frontage	Average Daily Trip Count	Capacity at Level of Service D		
Polo Road	Minor Thoroughfare	85.89 feet	4,900	18,200		

<b>Proposed Access Point(s)</b>	Access points for this site already exist. No new access point is proposed.		
<b>Proposed Road Improvements</b>	There are no road improvements proposed in conjunction with this request.		
<b>Trip Generation - Existing/Proposed</b>	<p><u>Existing Zoning: NO-S</u> 2,845 sf. building/1000 x 11.01 (General Office Building trip generation) = 31 trips per day</p> <p><u>Proposed Zoning: NO-S</u> 2,845 sf. building/1000 x 79.26 (Day Care Center trip generation) = 225 trips per day</p>		
<b>Sidewalks</b>	Sidewalks exist along the north and south side of this section of Polo Road.		
<b>Transit</b>	WSTA Route 109 stops at the intersection of Polo Road and Green Valley Road, approximately 550 feet northeast of the site.		
<b>Transportation Impact Analysis (TIA)</b>	A TIA is not required.		
<b>Analysis of Site Access and Transportation Information</b>	The site is located on Polo Road, a minor thoroughfare with ample capacity, and is served by public transit and sidewalks. Due to the modest size of the subject property and the limited intensity of the proposed uses, staff does not foresee any transportation-related issues associated with the request.		
<b>SITE PLAN COMPLIANCE WITH UDO REQUIREMENTS</b>			
<b>Building Square Footage</b>	<b>Square Footage</b>		<b>Placement on Site</b>
	2,845 SF (existing building)		Southeastern portion fronting Polo Road
<b>Parking</b>	<b>Required</b>	<b>Proposed</b>	<b>Layout</b>
	12 spaces	12 spaces (existing)	Approximately 60-degree parking stalls (existing)
<b>Building Height</b>	<b>Maximum</b>		<b>Proposed</b>
	40 feet		No change to the existing one-story structure
<b>Impervious Coverage</b>	<b>Maximum</b>		<b>Proposed</b>
	60 percent		No change to existing impervious coverage on-site
<b>UDO Sections Relevant to Subject Request</b>	<ul style="list-style-type: none"> <li>• Section 4.6.1: Neighborhood Office District</li> <li>• Section 5.2.19: Child Day Care Center</li> </ul>		
<b>Complies with Section 3.2.11</b>	<b>(A) Legacy 2030 policies:</b>	Yes	
	<b>(B) Environmental Ord.</b>	N/A	
	<b>(C) Subdivision Regulations</b>	N/A	
<b>Analysis of Site Plan Compliance</b>	The proposed site plan is for a Child Day Care Center. The existing one-story office building, located in the front and southeastern portion of the site, would remain unchanged. There are no proposed changes to the		

<b>with UDO Requirements</b>	<p>existing driveway. The required loading and unloading spaces will be incorporated into the existing parking lot.</p> <p>The required outdoor play area is proposed in the northwestern rear section of the parcel and will be enclosed by a minimum four (4) foot tall security fence. The existing bufferyards that are required are noted on the plan. The proposed site plan is compliant with UDO standards.</p>
<b>CONFORMITY TO PLANS AND PLANNING ISSUES</b>	
<b>Legacy 2030 Growth Management Area</b>	Growth Management Area 3 – Suburban Neighborhoods
<b>Relevant Legacy 2030 Recommendations</b>	<ul style="list-style-type: none"> <li>• Facilitate land use patterns that offer a variety of housing choices and convenient access to neighborhood shopping, schools, parks, and other services.</li> <li>• Promote land use compatibility through good design and create a healthy mix of land uses in proximity to one another. Move away from separating and buffering some land uses toward transitioning and blending those uses.</li> <li>• Promote the use of moderate-density residential and office as transitional uses between intense business and residential uses.</li> <li>• Encourage reuse of vacant and underutilized commercial and industrial sites.</li> <li>• Encourage the development of a range of childcare facilities.</li> </ul>
<b>Relevant Area Plan(s)</b>	<i>West Suburban Area Plan Update (2018)</i>
<b>Area Plan Recommendations</b>	<ul style="list-style-type: none"> <li>• Goods and services should be available near where people live and work.</li> <li>• Both public and private community facilities such as schools, parks, medical offices, and day care providers should be easily accessible to all segments of the population.</li> <li>• Parking should be located to the side or rear of the building where possible and screened from view of any nearby residential development.</li> </ul>
<b>Site Located Along Growth Corridor?</b>	The site is not located along a growth corridor.
<b>Site Located within Activity Center?</b>	The subject property is not located within an activity center.
<b>Rezoning Consideration from Section 3.2.19 A 16</b>	<b>Have changing conditions substantially affected the area in the petition?</b>
	No.
	<b>Is the requested action in conformance with <i>Legacy 2030</i>?</b>
	Yes.

<b>Analysis of Conformity to Plans and Planning Issues</b>	<p>The request is to rezone a .97-acre tract from NO-S to NO-S to add the uses Child Day Care Center; Offices; Residential Building, Single Family; and Combined Use. The existing building, driveway and parking area will remain unchanged. A new 8,374 square-foot outdoor play area is proposed in the northwest rear portion of the site.</p> <p>Although the area plan recommendation is for offices at this location, <i>Legacy</i> and the area plan include general recommendations for encouraging redevelopment and availability of childcare facilities in the community. Given the proposed design, proximity to transit, and availability of existing infrastructure, staff is supportive of this request.</p>	
<b>CONCLUSIONS TO ASSIST WITH RECOMMENDATION</b>		
<b>Positive Aspects of Proposal</b>		<b>Negative Aspects of Proposal</b>
<p>The proposed rezoning is in keeping with the goals of <i>Legacy</i> regarding redevelopment of existing sites.</p>		<p>The request could generate additional traffic in the surrounding area.</p>
<p>The request is generally consistent with the recommendations of the <i>West Suburban Area Plan Update</i>.</p>		
<p>The request would reutilize an existing structure which is residential in scale and character.</p>		
<b>SITE-SPECIFIC RECOMMENDED CONDITIONS OF APPROVAL</b>		

**STAFF RECOMMENDATION: Approval**

**NOTE:** These are **staff comments** only; the City-County Planning Board makes final recommendations, and final action is taken by the appropriate Elected Body, which may approve, deny, continue, or request modification to any request. **THE APPLICANT OR REPRESENTATIVE IS STRONGLY ENCOURAGED TO ATTEND THE PUBLIC HEARINGS WHERE THE CASE WILL BE CONSIDERED BY THE PLANNING BOARD AND THE ELECTED BODY.**

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**CITY-COUNTY PLANNING BOARD  
PUBLIC HEARING  
MINUTES FOR W-3552  
DECEMBER 8, 2022**

Bryan Wilson presented the staff report.

**PUBLIC HEARING**

FOR: None

AGAINST: None

**WORK SESSION**

MOTION: Clarence Lambe recommended that the Planning Board find that the request is consistent with the comprehensive plan.

SECOND: Walter Farabee

VOTE:

FOR: George Bryan, Walter Farabee, Clarence Lambe, Chris Leak, Mo McRae, Salvador Patiño, Brenda Smith, Jack Steelman

AGAINST: None

EXCUSED: None

MOTION: Clarence Lambe recommended approval of the ordinance amendment.

SECOND: Walter Farabee

VOTE:

FOR: George Bryan, Walter Farabee, Clarence Lambe, Chris Leak, Mo McRae, Salvador Patiño, Brenda Smith, Jack Steelman

AGAINST: None

EXCUSED: None

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Chris Murphy, AICP/CZO  
Director of Planning and Development Services