



Winston-Salem/Forsyth County
PLANNING & DEVELOPMENT SERVICES

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Memorandum

TO: Mayor, Mayor Pro Tempore, and Members of City Council
FROM: Chris Murphy, Acting Director, Planning and Development Services
DATE: February 1, 2022
SUBJECT: UDO-CC15 Public Information Session

At the January 3, 2022 City Council meeting, a public hearing was held for UDO-CC15, an amendment to the UDO ClearCode relating to provisions for accessory dwelling units (ADUs). During the public hearing, eleven speakers spoke before Council, with many asking for a continuance to allow for an additional public information session on the proposed amendment. After deliberation, a motion to approve the amendment was made and seconded. During discussion, a subsequent alternative motion was made and seconded to continue the item to the February 7, 2022 meeting to allow time for staff to publicize and host a public information session. This motion passed by a 5-3 vote.

Following the January meeting, Planning and Development Services (PDS) staff worked with the Winston-Salem Neighborhood Alliance (WSNA) to determine a date and time for the public information session. With agreement from the WSNA, a public information session in the form of a Zoom webinar was scheduled for January 25 from 6:00 pm to 8:00 pm. Planning and Development Services staff also asked the WSNA to provide 15 to 20 key questions that they would like answered through the presentation. These questions were received on January 14.

PDS staff worked with the City Marketing and Communications Department to advertise the webinar through the City's social media accounts (Nextdoor, Instagram, Twitter, and Facebook) and the Winston-Salem Journal. Social media posting began on January 20 and continued until January 25. Marketing staff also produced a YouTube video explaining what ADUs are and publicizing the Zoom webinar. Through social media, a combined total of 36,271 impressions were made, reaching 23,191 people or devices. Additionally, PDS staff emailed the meeting information to approximately 190 people. The email contact list included individuals who had previously provided comments during the City-County Planning Board public hearing or contacted the department to discuss the amendment; the City's Community Assistance Liaisons; the Neighbors for Better Neighborhoods Organization; and additional contacts provided by Council Member Scippio.

CityLink311

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City Council: Mayor Allen Joines; Denise D. Adams, Mayor Pro Tempore, North Ward; Barbara Hanes Burke, Northeast Ward; Robert C. Clark, West Ward; John C. Larson, South Ward; Jeff MacIntosh, Northwest Ward; Kevin Mundy, Southwest Ward; Annette Scippio, East Ward; James Taylor, Jr., Southeast Ward; City Manager: Lee D. Garrity

County Commissioners: David R. Plyler, Chairman; Don Martin, Vice Chair, Fleming El-Amin; Ted Kaplan; Richard V. Linville; Tonya McDaniel; Gloria D. Whisenhunt; County Manager: Dudley Watts, Jr.

City-County Planning Board: Chris Leak, Chair; Melynda Dunigan, Vice Chair; George M. Bryan, Jr.; Walter O. Farabee; Jason Grubbs; Clarence R. Lambe, Jr.; Mo McRae; Brenda J. Smith; Jack Steelman

Social Media Outreach

Platform	Impressions	Reach
Nextdoor	1,292	N/A
Instagram*	8,813	8,401
Twitter	557	N/A
Facebook*	25,609	14,790
Total	36,271	23,191

*Total over multiple days and times

During the webinar, Chris Murphy provided a brief history on the ordinance amendment and Amy Crum presented background information on existing UDO provisions, explained what ADUs are and reviewed the proposed provisions. The presentation developed by staff covered four items: background information on ADUs; comparison between the current and proposed provisions as well as the provisions of our peer communities; frequently asked questions; and four example development scenarios showing how the provisions would be applied.

Through the webinar format, attendees had the choice to either log in or call in to the meeting. A total of 120 unique users attended the webinar. This number includes the staff panelists. Attendees were able to view and listen to the presentation and submit written questions through the “Q and A” and “Chat” functions of the Zoom platform. After the presentation, Kirk Ericson read the submitted questions aloud with Chris Murphy and Amy Crum providing answers. Approximately, 65 question were answered during the webinar. A list of the submitted questions is attached to this memo. Please note that there was some redundancy in questions which is why the number of questions asked exceeds the number of questions answered.

Following the webinar, PDS staff posted the meeting presentation, YouTube video of the webinar, proposed ordinance language, staff report, FAQ sheet, and the presentation from the January 3 City Council meeting on the Department’s webpage. This information can be accessed directly at <https://www.cityofws.org/CivicAlerts.aspx?AID=897>.

PDS staff will be present at the February 7 City Council meeting to recap the ADU provisions and answer any questions concerning UDO-CC15 and the public information session.

Submitted Questions from the January 25, 2022 UDO-CC15 Public Information Webinar

	Question	Attendee Name
1	Where is it recorded that an ADU under CC-15, would only allow a maximum number of persons, and what is that maximum number?	Michael Olympio
2	How does the City and/or planning board define a "Family" when using the terms "Single or Multi-Family"?	Michael Olympio
3	What would prevent someone (e.g. investor/landlord) from creating a boarding house or college dormitory type unit, if they so choose?	Michael Olympio
4	Why now is the change being considered? Is it due to the corporations buying up single family homes at exorbitant prices, sight unseen, and now looking to increase their rate of return on their investments?	Jo Frazier
5	How will parking be addressed in single family areas, while many areas already have issues with extensive on-street parking, which has become a driving hazard?	Jo Frazier
6	Please go into more detail explaining the differences in the Height Requirements for an Attached ADU and a Detached ADU. Shouldn't the Detached ADU Height Requirement also include the provision that the Detached ADU should not be higher than the Primary Residence, because if not, ADUs could be built taller than the Primary Residence—especially if there are topography issues?	"Carolyn Highsmith, Winston Salem, NC "
7	Will the specific modifications to the existing ADU be discussed in detail today?	Jo Frazier
8	With this new UDO-CC15, can a developer buy a primary residence on a lot and then split the lots in order to build a new house not an ADU behind the primary residence on the first lot?	"Carolyn Highsmith, Winston Salem, NC "
9	How will construction location be handled has it pertains to staying away from all property lines.	Jo Frazier
10	General rental property, single with roommates, those seeking houseing while educating, traveling nurses and all the variety of people that live together will be affected how?	Ashley Carros
11	My nieghborhood, Ardmore, has difficulties now with parking. We have problems with receiving vital city services such as garbage and leaf collection. Why are there no provisions for extra on property or on street parking in the proposed ADU changes?	Sally Hirsh
12	If affordable housing is the concern, why were the ArdmoreTerrace apartments demolished to be replaced by higher cost condos and retail space	Anonymous Attendee
13	how long has each staff member been on the staff and how lon have they lived in WS	Victor

14	<p>'- Please expound on why the ordinance is “lot specific” I see nothing in the regs that indicate that.</p> <p>Greensboro has several protections that the proposed ordinance does not. Why???</p> <ul style="list-style-type: none"> -Must meet requirements of principal dwelling -Owner of property must occupy one of the structures -Heated sq. footage of of ADU is max of 30% of principal dwelling. -ADU must retain single family appearance from street -One additional off-street parking space is required 	Nancy Gould
15	<p>Trees will likely have to come down due to ADU buildings. Trees provide privacy and many benefits such as clean air, shade to combat the heat island effect, ecosystem and soil stability, storm water management, and beauty. I spoke with Minor Barnette of the Forsyth Environmental department who informed me the county is in the process of developing a climate mitigation plan for our county and city. Is there any consideration of the environment in these proposed ADU changes, and wouldn't it be prudent to include some protections in light of the increased storms, heat, and drought we're experiencing due to the climate crisis? And why is the planning department not waiting for the completion of the county's work to better plan for saving old growth trees?</p>	Sally Hirsh
16	<p>how many of the pictures of ADUs are in WS</p>	Victor
17	<p>How many participants are on the call? We don't have visibility to that.</p>	Kevin Mundy (He/His)
18	<p>Given the photos of very attractive ADU's that were shown, why would anyone charge LESS than an apartment or condo, for a private "small home" with a yard? They would charge as much as possible.</p>	Michael Olympio
19	<p>Several of the states mentioned have significantly higher cost of living indices so ADUs may make sense - it does not make sense in an area where there are already parking constraints and where the cost of housing is no where near California, Oregon etc. Winston Salem does not need to turn into a shanty town with little pop ups all over the area.</p>	Anonymous Attendee
20	<p>How long will an occupant be allowed to stay in the ADU? A week, month, year, etc.</p>	Jerelyn Travick
21	<p>How will ADUs affect property taxes for all citizens of WS? A probable increase due to additional city services and maintenance required for the good of neighborhoods</p>	Jerelyn Travick
22	<p>Are we planning to allow ADU's in our Historic Districts?</p>	Dee Washington (She/Her)
23	<p>Will a copy of the presentation slides be available after this session?</p>	Anonymous Attendee
24	<p>Why don't we have impervious surface maximums for residential lots? Do other NC communities have maximums? If so, what are they?</p>	Nancy Gould
25	<p>Could you restate the policy regarding the Federal Historic designation— Reynoldstown was not mentioned as a part of the City's historic areas</p>	Dee Washington (She/Her)
26	<p>Like the 5%, and 25% rule.</p>	Nancy Gould

27	what about a tiny home as an ADU..one that is pre-built n brought in n placed on foundation..tiny home definition is small home 400 ft or less..can it be hooked up to facilities n be considered an ADU?	Lisa Keel
28	As a resident of West End/West Highlands with a background in planning who recognizes the benefits of ADUs, I am enthusiastic about the proposed changes. Questions 1) How is the city addressing the affordability issues that have been raised in conjunction with this proposal? 2) There are concerns about (absentee) developers taking advantage of the streamlined approval provisions introduced in this proposal. Is the city considering how to target benefits of the proposed policy towards local homeowners and communities that have been historically underserved?	Meisha McDaniel
29	As a resident of Oak Crest, a Wake Forest U adjacent neighborhood, I have concerns about the lack of occupancy restrictions. We already struggle with noise and nuisance issues due to the number of students renting in our neighborhood. I would love to see a compromise reached between the needs of students/ temporary residents and the needs of permanent neighborhood residents. With the proposed changes a single property could easily house up to 8 unrelated individuals - 4 in the principle residence (which itself may be rented out) and 4 in the ADU. I would respectfully ask that a 2 adult restriction be considered to address this issue.	Judy Pizarro-Grant
30	since u showed examples of housing setbacks, n requirements based on housing ordinances, who n where can we go to talk about our specific questions on our own lot?	Lisa Keel
31	If someone wants to build an addition to their house, to add a room or two, what would differentiate that from an ADU?	Stephanie Lovett (she/her)
32	Is a carport considered an accessory building? For an attached ADU, what are the characteristics of an area of the principal structure that make it an ADU? For example, presence of certain features like a locked door or a kitchen with certain appliances? Have you prepared any examples of attached ADU conversions like a basement or a garage?	Rachel and Limor
33	Why isn't the actual lot size used to calculate the 5% and 25%? You are allowing lots smaller than the minimum lot size for the district to take up a higher % of lot area with ADU and Accessory structures than a lot that meets the minimum lot size. Should be based on the actual lot size, or should not allow an ADU unless the lot meets the minimum lot size for the district. (I think other NC communities have the requirement that the lot must meet the minimum lot size for the zoning district.)	Nancy Gould
34	As W-S is comparing itself to peer cities for this, have comparisons been made to judge traffic impacts to feeder roads (which, in W-S, seem to have limitations for expansion to accomodate increased traffic loads)?	Eric Pizarro-Grant
35	Can you make this presentation available as a resource for us to review?	Faith Lockwood
36	Can landlords add adu or are adu restricted to owner occupied dwellings?	annette scippio

37	Will site plans be by licensed design professionals	annette scippio
38	Good examples of detached. What about examples of attached placement?	John Larson
39	Is there any way to make public that an ADU application is undergoing consideration by a zoning officer for approval?	Anonymous Attendee
40	How are flag lots treat or will they follow the same guidelines. Will the easement of a driveway or other parking structure be affected. Or will all the guidelines follow the same lot based on R9 or R7 etc regardless of the location of the flag lot behind a front lot structure.	Ashley Carros
41	Will the owner of property be required to occupy one of the structures?	Amber Shew
42	Why a different height limitation for attached and detached?	John Larson
43	How do we respect Stormwater triggers...individual adu may not trigger but collective adu in a neighborhood may create a storm water event. Should we review our storm water policies?	annette scippio
44	why are we attempting to create demand where demand doesnt exist? y	Doug Cunningham
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45	Are there any proposed transportation considerations for the increased pedestrian and bicylce traffic that comes with gentle infill?	JoyBelle Truluck
46	What else is the City doing to encourage the development of more affordable housing?	Anonymous Attendee
47	Do two ADU placed 10 ft apart meet fire code?	John Larson
48	For instance, increased bus routes, more pedestrian protection, bus shelters and awareness campaigns to help citizens who are non-driving residents in areas with traffic. Our city could use some devoted attention to pedestrian and cycling citizens. Choosing housing over transportation is often a choice for folks who need affordable housing.	JoyBelle Truluck
49	Higher population density creates more traffic. What provisions are made to head off problems such as turning onto main roads where there is no traffic signal?	Anonymous Attendee
50	will taxes go up?	Ross
51	Someone's previous question was not actually addressed. Someone in Ardmore commented that the city is not providing adequate services such as leaf and brush collection already, and will additional street parking and people living in a neighborhood, make the city's service even more inadequate?	Anonymous Attendee
52	There are a lot of barriers associated with the predevelopment phase that prevent homeowners who would otherwise be ADU owners from pursuing this opportunity. Is the city considering releasing preapproved/recommended ADU designs based on common lot size ranges + other technical assistance/strategies to connect to (underserved) residents who have a demand for these properties?	Meisha McDaniel
53	How many residents in the areas you've called "Peer" cities have been a part of this analysis? I've met with residents in Asheville specifically that have discussed the additional provisions that Ashviell made to avoid Air BNB issues in communities.	Dee Washington (She/Her)

54	This is divine jealousy, and it is worlds apart from the type of sinful jealousy that causes people to envy, suspect, and resent others.	phillip carter
55	We are a tier 2 city. We are not Raliegh or even Greensboro. If there is no ways to control market rates for the ADU's, how are we offering this as an affordable housing resolution? It feels like we're taking a risk as a city that benefit developers and landlords who by and large benefit from our Affordable Houseing problem.	Anonymous Attendee
56	Only 2 approved. But how many have been requested?	David Rigby
57	Are these ADUs Section 8 vouchers acceptable?	Marva Reid
58	i	Meisha McDaniel
59	^^ Great question @ Marva Reif	Meisha McDaniel
60	*Marva Reid	Meisha McDaniel
61	One day last week I saw 5 cars (within about 2 blocks) parked alongside Hawthorne Rd; they were straddling the sidewalk and the bike lane so they weren't actually parked in the street. This situation is not uncommon and will probably occur more often and on more streets if the ADU proposal is accepted w/o parking requirements. How do you justify removing a parking requirement when public safety may be seriously compromised? Additionally, parking on sidewalks and in bike lanes only makes a community less pedestrian and bicycle friendly, encouraging more people to drive, more traffic, etc.	Kathy Pounds
62	Neighborhoods are really concerned about the lack of notification in this proposed UDO-CC15 for new detached ADUs, since new ADUs have the potential for the most impact in neighborhoods. What about adding a condition that all neighbors within a 500 ft radius of a newly proposed detached ADU be notified by either the neighbor getting the permit or Planning Staff?	"Carolyn Highsmith, Winston Salem, NC "
63	Can we get the contact information for the Affordable Housing Coalition and/or a contact for the WS employee at the department who stewards this?	Meisha McDaniel
64	With respect to the lack of impervious surface maximums, I ask again, shouldn't the city wait for the county to finish its climate mitigation plan to understand just what the currents needs are for managing storm water, heat, and other considerations impacting our city from the climate crisis? The county of Boulder, CO must now build back smarter due to their lack of planning for the devastation from floods and fires largely attributed to climate change that has now taken on crisis proportion. Boulder county has had a climate mitigation plan for many years, yet changes are happening so quickly and they're finding they're needing to update their plan on a regular basis. We sit here in 2022 without a climate mitigation plan, and yet we're making plans for all of this building. That's a bit like putting the cart before the horse while it's going over a cliff.	Sally Hirsh

65	Following up on the stormwater questions/comments: Durham regulations state that "Accessory dwellings shall not be permitted in Special Flood Hazard Areas or Future Conditions Flood Hazard Areas," https://durham.municipal.codes/UDO/5.4.2 . Have the City and Planning Staff conducted a formal study of how local conditions may be affected by climate change — and begun rewriting ordinances accordingly?	Kathy Pounds
66	Comment more than a question -- City Council will review the ADU issue annually for the first few years to determine if we need to make any large changes or small tweaks. Nothing about this ordinance amendment sets it in stone in perpetuity.	Kevin Mundy (He/His)
67	Was "cottage court" the term you used, Amy? I want to be able to look it up and wasn't sure I heard you correctly.	Faith Lockwood
68	Regarding the trash service, more parking is making it dangerous for trash collectors who must maneuver around the cars. It's a tight fit folks	Sally Hirsh
69	Extrapolating from other peer city experiences and data, there would probably be few than 10 ADUs in the entire Ardmore footprint. And that's estimating on the high side.	Kevin Mundy (He/His)
70	Will each ADU have to pass a pre-construction plan review (i.e., evaluating power lines, stormwater drainage etc.) and final inspection after construction to be sure regulations are followed? What happens if setbacks, for example, weren't followed? Must the building be redone?	Kathy Pounds
71	Are your department and HAWS working together to support affordability?	Meisha McDaniel
72	So there's a demand we can't substantiate and a policy that isn't guaranteed to support the addition of affordable housing because it is a market driven issue, How did we land on this as a solution to an issue and demand we can't substantiate?	Anonymous Attendee
73	Are there areas of opportunity for community groups to support the affordability recommendation from the Coalition?	Meisha McDaniel
74	(con't) and we have residents who can substantiate that are posing concerns. Again, what makes this a solution to a problem we only project to have?	Anonymous Attendee
75	ADU's alone will not solve the affordability issue. It's only one tool. We have both a supply and affordability issue. By increasing supply you help price.	derwin montgomery
76	My name is Meisha, like 'nice to meet cha' meisha.mc@gmail.com I	Meisha McDaniel
77	want to connect with like-minded residents	Meisha McDaniel
78	Why can't the citizens of WS VOTE to show their preferences on this issue?	Georgia Olympio
79	Thank you! this was an excellent presentation with substantial information provided.	Anonymous Attendee

80	Thank you to everyone who participated. Everyone wants ADUs that are sensitive to all our concerns. Thank you Planning Department staff for listening and considering our thoughts!	Sally Hirsh
81	thank you!	Anonymous Attendee

UDO-CC15 Public Information Webinar Attendees

Aaron King
AAUW NC Web Meeting Host webmeeting@aauwnc.org
Amber Shew
Andrea Schnakenburg
Andrew Lindsay
Angels Dodd
Annette Scippio
Arleatha Patterson
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Chris C. Barbee
Chris Jones
Chris Stevens
Colleen Allen
Cris Studley
David Allison
David Reed
David Rigby
Dean Sidden
Dee Washington (She/Her)
Derwin Montgomery
Diane Piggott
Doug Cunningham
dtn
Elise Barrella
Eric Pizarro-Grant
Eunice Campbell
Faith Lockwood
Gary
George Bryan
Georgia Olympio
Georgia Williams

Greg Errett
helen
Indaclear
Jane Morgan Smith
Jane Wiginton
jbruggen
Jeff Macintosh
Jennifer Brandenburg
Jerelyn Travick
Jerelyn Travick
Jo Frazier
John Larson
John Stevens
Jones
JoyBelle Truluck
Judy Pizarro-Grant
JW
Kate Mewhinney
Katherine Bossi
Kathleen Keel
Kathy Pearre
Kathy Pounds
Kay Clark
Keely Jordan
Keenan
Kemona M. McCarter
Kent Strupe - Oak Crest Historic District
Kevin Mundy (He/His)
Kirk Ericson
Lee Garrity
Linnea Patrick
Lisa Keel
Liz Wilson
Lois Lyon
Marva Reid
Mary McClure
Maurice JohnsonOwner
Meisha McDaniel
Melynda Dunigan
Michael Olympio
Moore
MPT Adams
Myranda Durham
Nancy Gould
Ñaomi
Pastor Robert Leak III
Patricia Sisson

Peggy Danner
Phillip Carter
Rachel and Limor
Randy
Rayellen Kishbach
Rev. Dr. Richard Gray#II
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Sally Hirsh
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Sandy Robertson
Scott
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