

**CITY-COUNTY PLANNING BOARD
STAFF REPORT**

PETITION INFORMATION	
Docket	W-3680
Staff	Lizka Bradley
Petitioner(s)	BVJ Properties, LLC
Owner(s)	Same
Subject Property	PIN 6837-40-6902
Address	3617 Hemlock Drive
Type of Request	Special Use District Rezoning
Proposal	<p>The petitioner is requesting to amend the Official Zoning Map for the subject property from RS7 (Residential, Single Family, minimum 7,000 square foot lot size) to RS7-S (Residential, Single Family, minimum 7,000 square foot lot size – Special Use).</p> <p>The petitioner is requesting the following uses:</p> <ul style="list-style-type: none"> • Adult Day Care Home; Child Day Care Home; Church or Religious Institution, Neighborhood; Family Group Home A; Police or Fire Station; Recreation Facility, Public; Residential Building, Single Family; Swimming Pool, Private; Church or Religious Institution, Community; Cottage Court; Golf Course; Library, Public; Limited Campus Uses; Planned Residential Development; School, Private; School, Public; Utilities; Bed and Breakfast; Habilitation Facility A; Manufactured Home, Class A; Park and Shuttle Lot; Urban Agriculture; Access Easement, Private Off-Site; Parking, Off-Site, for Multifamily or Institutional Uses; Transmission Tower
Neighborhood Contact/Meeting	A summary of the petitioner’s neighborhood outreach is attached.
Zoning District Purpose Statement	The RS7 District is intended to support higher density single family detached residential development within urban areas. This district is generally applied in Growth Management Areas 2 and 3, where development patterns are more urban and where public infrastructure is readily available. It may also be appropriate within Growth Management Area 4 and within Metro Activity Centers where adequate public facilities exist, including public water and sewer, public streets, parks, and other supporting governmental services.
Rezoning Consideration from Section 6.4. C 3	<p>Is the proposal consistent with the purpose statement(s) of the requested zoning district(s)?</p> <p>Yes, the site is located within GMA 2 and is currently zoned RS7. The requested uses are currently allowed in the existing RS7 district.</p>

GENERAL SITE INFORMATION						
Location	The site is located on the east side of Hemlock Drive, between Delaware Avenue and Sherbrooke Drive.					
Jurisdiction	Winston-Salem					
Ward(s)	Northeast					
Site Acreage	± 0.40 acres					
Current Land Use	The site is currently undeveloped.					
Surrounding Property Zoning and Use	Direction	Zoning District			Use	
	North	RS7			Single-family homes	
	East	RS7 and HB			Single-family homes and commercial uses	
	West	RS7			Single-family homes	
	South	RS7			Single-family homes	
Rezoning Consideration from Section 3.2.19 A 16	Is/are the use(s) permitted under the proposed classification/request compatible with uses permitted on other properties in the vicinity?					
	Yes, the proposed RS7 uses are compatible with the allowed uses permitted on the adjacent RS7 properties.					
Physical Characteristics	The undeveloped property gently slopes downward from the west to the east and contains several deciduous trees.					
Proximity to Water and Sewer	The subject property has access to public sewer and water along Hemlock Drive.					
Stormwater/ Drainage	Staff does not anticipate any drainage or stormwater control issues with the subject property.					
Watershed and Overlay Districts	The site is not located within a water supply watershed or overlay district					
Analysis of General Site Information	The site is currently undeveloped and slopes downward from the west to the east. Public water and sewer are available along Hemlock Drive.					
RELEVANT ZONING HISTORIES						
Case	Request	Decision & Date	Direction from Site	Acreage	Recommendation	
					Staff	CCPB
W-3670	GI to RS7	12/01/2025 Approved	East	0.56	Approval	Approval
W-3396	GI to RS7	03/04/2019 Approved	East	0.28	Approval	Approval
SITE ACCESS AND TRANSPORTATION INFORMATION						
Street Name	Classification	Frontage	Average Daily Trip Count	Capacity at Level of Service D		
Hemlock Drive	Local Street	90'	N/A	N/A		
Proposed Access Point(s)	The site plan proposes two new access points along Hemlock Drive serving the two proposed single-family homes.					

Trip Generation - Existing/Proposed	<p>Existing Zoning: RS7 17,424sf/7,000sf = 2 potential single-family lots x 9.57 (single family trip rate) = 23.73 potential trips per day</p> <p>Proposed Zoning: RS7-S 17,424sf/7,000sf = 2 single-family lots x 9.57 (single family trip rate) = 23.73 trips per day</p>		
Sidewalks	There are no sidewalks in the vicinity of the site		
Transit	WSTA Route 92 stops approximately 0.2 miles north of the site at the Hemlock Drive and Akron Drive intersection.		
Analysis of Site Access and Transportation Information	The site plan proposes two private drives accessing Hemlock Drive. The site does not have direct access to existing sidewalks; however, a transit stop is within walking distance of the site.		
SITE PLAN COMPLIANCE WITH UDO REQUIREMENTS			
Building Square Footage	Square Footage		Placement on Site
	Approximately 2,500 SF per home		Lot 1: Northern rear portion of site Lot 2: Center of site
Units (by type) and Density	2 single-family homes (5 units/acre)		
Parking	Required	Proposed	Layout
	4	4	Driveway and garage parking
Building Height	Maximum		Proposed
	40ft		Two stories
Impervious Coverage	Maximum		Proposed
	No Limit		To be determined at time of permitting
UDO Sections Relevant to Subject Request	<ul style="list-style-type: none"> • Section 4.5.9: RS7 Zoning District • Section 4.1.4.C.14: Flag Lots • Section 6.4.2.C.3: Supplementary Standards for Residential Development in GMA 2 • Chapter 7: Subdivision Requirements 		
Complies with Section 3.2.11	(A) Forward 2045 policies:	Yes	
	(B) Environmental Ord.	N/A	
	(C) Subdivision Regulations	Yes	
Analysis of Site Plan Compliance with UDO Requirements	The site plan proposes a minor subdivision of a single existing residential lot into two new lots. The proposed Lot 1 is a flag lot. Flag lots are defined lots having appendages or poles utilized solely for access which do not independently meet minimum lot width or size requirements. The subject property lies within Growth Management Area (GMA 2), which has special infill development standards. Section 6.4.2.C.3 requires all proposed flag lots in GMA 2 to obtain approval through a Special Use rezoning. The proposal meets all other subdivision and UDO requirements.		

CONFORMITY TO PLANS AND PLANNING ISSUES	
Forward 2045 Growth Management Area	Growth Management Area 2: Urban Neighborhoods
Relevant Forward 2045 Recommendations	<ul style="list-style-type: none"> • Encourage infill development in areas with access to existing public services and infrastructure. • Redevelop underutilized or vacant properties for housing or economic development.
Relevant Area Plan(s)	<i>East/Northeast Winston-Salem Area Plan Update (2016)</i>
Area Plan Recommendations	<ul style="list-style-type: none"> • The proposed land use map recommends single-family residential uses for the subject property. • Integrate new infill developments with existing neighborhoods through careful planning.
Site Located Along Growth Corridor?	The site is not located along a growth corridor.
Site Located within Activity Center?	The site is not located within an activity center.
Rezoning Consideration from Section 3.2.19 A 16	Have changing conditions substantially affected the area in the petition?
	No.
	Is the requested action in conformance with <i>Forward 2045</i>?
	Yes.
Analysis of Conformity to Plans and Planning Issues	<p>The request is to rezone an undeveloped 0.40-acre parcel from RS7 to RS7-S to allow for a minor subdivision in GMA 2 that includes a flag lot. Due to limited road frontage, the site cannot accommodate two conventional lots that would have the minimum width required in the RS7 zoning district.</p> <p>Flags lots are allowed in other growth management areas across the County with staff approval. However, due to the GMA 2 infill standards, the proposed subdivision requires additional review through a Special Use District rezoning to ensure the development is in character with the surrounding neighborhood.</p> <p>The request aligns with several recommendations of both <i>Forward 2045</i> and the <i>East/Northeast Winston-Salem Area Plan Update</i>. Both plans recommend encouraging infill development within the serviceable land area. This request would provide additional housing within an established neighborhood where options for new housing are generally limited.</p>

CONCLUSIONS TO ASSIST WITH RECOMMENDATION	
Positive Aspects of Proposal	Negative Aspects of Proposal
The request would provide new housing options for area residents.	The home on the proposed Lot 1 is set back further from Hemlock Drive than other homes in the area.
The request is consistent with the subject property's single-family residential land use recommendation in the <i>East/Northeast Winston-Salem Area Plan Update</i> .	
<i>Forward 2045</i> recommends encouraging infill development in areas with access to public services and infrastructure.	

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.**

**CITY-COUNTY PLANNING BOARD
PUBLIC HEARING
MINUTES FOR W-3680
APRIL 9, 2026**

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: Salvador Patiño

VOTE:

FOR: Haley Gingles, Jason Grubbs, Clarence Lambe, Salvador Patiño, Lindsey Schwab, Brenda Smith, Jack Steelman

AGAINST: None

EXCUSED: None

MOTION: Clarence Lambe recommended approval of the zoning amendment.

SECOND: Salvador Patiño

VOTE:

FOR: Haley Gingles, Jason Grubbs, Clarence Lambe, Salvador Patiño, Lindsey Schwab, Brenda Smith, Jack Steelman

AGAINST: None

EXCUSED: None

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