



W-3535 Sullivans Grove (Special Use Rezoning RS9 to RM12-S)



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

Ash Miller
MLA Design Group, Inc
120 Club Oaks Court Suite 100
100
Winston-Salem, NC 27104

Project Name: W-3535 Sullivans Grove (Special Use Rezoning
RS9 to RM12-S)
Jurisdiction: City of Winston-Salem
ProjectID: 777268

Wednesday, June 22, 2022

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: 22

Engineering

General Issues

6. General comments

City of Winston-Salem
Matthew Gantt
336-727-8000
matthewg@cityofws.org
6/22/22 8:56 AM
01.03) Rezoning-
Special Use District - 2

1. A City driveway permit is required for the permanent connections to Country Club Road. Please complete and sign a driveway permit application and return it, along with a copy of the site plan, to the Engineering Division for review. A \$200 review fee is also required. Please submit all items through IDT plans for review.

Comments to be addressed during Permitting review:

2. For the trash compactor provided, please note that eight inches of 4,000 psi concrete would be used for the trash compactor pad. The pad would need to be placed over six inches of compacted ABC stone. For dumpster traffic that would be present, also specify the use of 4,000 psi concrete for the driveway aprons located off of Country Club Road.

3. Please indicate the locations for all proposed storm drainage systems on the project. Also include storm drainage calculations for review. Design information may be included on in tabular form on the plan sheets.

4. Provide construction details for all proposed sidewalks, curb and gutter, accessible ramps, storm drainage features, etc.

5. All abandoned curb cuts will need to be filled in with curb and gutter.

6. A separate NCDOT driveway permit is required for the access off of Country Club Road. Please contact Randy Ogburn with NCDOT Division 9 at 336-747-7907 or at rogburn@ncdot.gov regarding the NCDOT permitting process.

[Ver. 2] [Edited By Matthew Gantt]

Erosion Control

General Issues

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

City of Winston-Salem
Matthew Osborne
336-747-7453
matthewo@cityofws.org
6/10/22 12:28 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/>

9. Erosion Control Plan Review to NCDEQ - DEMLR

City of Winston-Salem
Matthew Osborne
336-747-7453
matthewo@cityofws.org
6/10/22 12:28 PM
01.03) Rezoning-
Special Use District - 2

If this project will use any public funds, then Erosion Control Plan approval will need to be completed through NCDEQ - DEMLR. The contact for NCDEQ - DEMLR at the Winston-Salem Regional Office is Tamera Eplin (336-776-9800).

Fire/Life Safety

General Issues

15. Notes

Winston-Salem Fire Department
 Cory Lambert
 336-747-7359
coryml@cityofwsfire.org
 6/17/22 11:15 AM
 01.03) Rezoning-Special Use District - 2

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.

MapForsyth Addressing Team

General Issues

16. Addressing & Street Naming

Forsyth County Government
 Gloria Alford
 3367032337
alfordgd@forsyth.cc
 6/22/22 9:28 AM
 01.03) Rezoning-Special Use District - 2

The name Sullivans Grove Ln is approved. Also send me the floorplans and elevations for the buildings. My email is alfordgd@forsyth.cc
 [Ver. 2] [Edited By Gloria Alford]

NCDOT

General Issues

12. NCDOT Comments

[NCDOT Division 9](#)
 Victoria Kildea
 336-747-7900
vrkildea@ncdot.gov
 6/14/22 2:46 PM
 01.03) Rezoning-
 Special Use District - 2

- Driveway permit required. Randy Ogburn is the primary point of contact – rogburn@ncdot.gov
- Encroachment agreements are required for any work or utility ties within the right of way. Thomas Scott is the contact person – ntscott@ncdot.gov NOTE: If the sidewalk is within the right of way, a 3-party encroachment will be required since NCDOT will not maintain the sidewalk.

Planning

General Issues

10. Historic Resources

[City of Winston-Salem](#) No comments
 Heather Bratland
 336-727-8000
heatherb@cityofws.org
 6/10/22 1:45 PM
 01.03) Rezoning-
 Special Use District - 2

14. Environmental Features/Greenways

[City of Winston-Salem](#) No comments.
 Elizabeth Colyer
 336-747-7427
elizabethrc@cityofws.org
 6/16/22 10:33 AM
 01.03) Rezoning-Special
 Use District - 2

19. CAC

[City of Winston-Salem](#) No comment.
 Amy Crum
 336-747-7051
amyc@cityofws.org
 6/21/22 4:57 PM
 01.03) Rezoning-
 Special Use District - 2

27. Elevations

[City of Winston-Salem](#) Submit only the revised elevations to be considered by the Planning Board and City Council. Thank you.
 Bryan Wilson
 336-747-7042
bryandw@cityofws.org
 6/22/22 1:47 PM
 01.03) Rezoning-
 Special Use District - 2

28. Site Plan Requirements

City of Winston-Salem Clarify sidewalk location on site plan along Country Club Rd.
Bryan Wilson [Ver. 2] [Edited By Bryan Wilson]
336-747-7042
bryandw@cityofws.org
6/22/22 1:48 PM
01.03) Rezoning-
Special Use District - 2

Sanitation

3-21-22 Sullivans Grove Master Plan.pdf [0 redlines]

17. No Issues with Dumpster Enclosure

City of Winston-Salem No issues with the trash compactor location.
Jennifer Chrysson
336-727-8000
jennifer@cityofws.org
6/20/22 3:57 PM
01.03) Rezoning-
Special Use District - 2

Stormwater

General Issues

7. Stormwater Management Permit Required

City of Winston-Salem This development will be required to apply for and be issued with a Post Construction Stormwater Management permit that shows compliance with the provisions of the City of Winston-Salem's Post Construction Stormwater Management ordinance.
Joe Fogarty
336-747-6961

josephf@cityofws.org
6/10/22 11:46 AM
01.03) Rezoning-
Special Use District - 2

The water quality provisions of the ordinance apply once more than 1 acre is disturbed during construction and impervious area is added to the site which is going to be the case here obviously. It will also be considered a high density development since it will exceed 24% built upon area (BUA) as the plan indicates it will be 60.2% as shown. High density developments have to manage the first inch of runoff in an approved Stormwater management system.

The water quantity provisions of the ordinance apply when more than 20,000 sq.ft. of new impervious area is created which will be the case here. These provisions require that the post developed peak runoff rates for the 2, 10 and 25 year storm events of minimum 6 hour duration be managed in an approved Stormwater management system to at, or below, the pre developed rates and that the increase in the 25 year, pre versus post developed volume, be stored in the system and released over a 2 to 5 day period.

You are indicating an underground Stormwater management area set aside for Stormwater management on your plan so my guess is you are aware then of the above requirements. I should also point out that even with stormwater management I have serious concerns about where the Stormwater will ultimately discharge and the effects it may have on the neighboring properties. It looks like this site will drain directly through adjacent residential lots on Bogart Circle. Have you checked to see if there is any downstream piping system that this can tie into without having flow go directly overland and hence into these residential lots creating potential problems? Due to this concern with downstream properties even with Stormwater management being applied, Stormwater review staff will also require management of the 50 year peak and volume as a condition of Planning Board approval and therefore provide a higher standard of protection than what is afforded in the ordinance for these downstream property owners.

The Stormwater management permit and ordinance requires that for any development that needs a Stormwater management system to be designed a non refundable financial surety must be provided to the City as part of the permitting process. In the case where the developer shall be the entity responsible for the long term Operation and Maintenance (O&M) of the Stormwater management system the surety shall equal 4% of the estimated construction cost of the Stormwater management system. I would assume this will be the case here since its indicated these will be apartments and I'm therefore assuming they will be rental units as opposed to individually owned. However should this not be the case and this is a situation where the developer wants to establish a Home Owners Association (HOA) to be the entity responsible for the long term O&M of the system then the surety shall consist of the developer establishing an escrow account and depositing 15% of the estimated construction cost of the Stormwater management system into this account and the HOA will be required to add further funds in the future. An escrow agreement will also be required to be approved in this case by the city and once approved recorded at The Forsyth County Register of Deeds office.

Finally, the permit process also requires that an O&M Agreement for any Stormwater management system must be approved by the city and once approved recorded at the Forsyth County Register of Deeds office. If the developer shall be the long term O&M entity then the agreement will be a 2 party agreement between the developer and the city. If there will be a HOA involved as the long term entity then the agreement will be a 3 party agreement between the developer, the HOA and the City.
[\[Ver. 2\]](#) [Edited By Joe Fogarty]

Utilities

General Issues

11. General Comments

<p>City of Winston-Salem Robert Wall 336-727-8000 robertw@cityofws.org 6/15/22 9:27 AM 01.03) Rezoning-Special Use District - 2</p>	<p>Submit plans to plan review through IDT for review/approval. Water and Sewer is available on Country Club Road. Water and sewer interior to the site will be private. The site will be master metered. All water meters will require a backflow preventer. Water meters purchased through COWS. System development fees due at time of meter purchase for both water and wastewater. A NCLUC will need to make any public water/sewer connections to the city mains. An existing connection not intended for reuse must terminated at the main. [Ver. 3] [Edited By Robert Wall]</p>
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WSDOT

General Issues

13. General Comments

<p>City of Winston-Salem David Avalos 336-727-8000 davida@cityofws.org 6/15/22 3:56 PM 01.03) Rezoning-Special Use District - 2</p>	<ul style="list-style-type: none"> • sidewalk required along entire frontage with curb ramp where required. <ul style="list-style-type: none"> ◦ new sidewalk should connect to existing • drive aisle dimension for parking need to be 26' of pavement. Measurement should not include the gutter. • turnaround need at gates in case all parking spots are taken and they can get in the gate.
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Zoning

General Issues

20. Zoning

City of Winston-Salem
Amy McBride
336-727-8000
amym@cityofws.org
6/21/22 8:23 PM
01.03) Rezoning-
Special Use District - 2

Label on plan the proposed fencing will be opaque.

Clearly show on plan the side walk connection along the frontage of the property from the adjoining sidewalk to the east & west.

Per UDO 6.2.1D please provide MVSA calculations, one large variety tree is required per every 5,000 square feet of proposed MVSA. All proposed parking spaces must be within 75 feet of a large variety tree trunk. (Minimum planting area for a large tree is 600 sf).

Fix the small clerical error on the notes of the 15' Type II Buffer yard as shown.

If a ground sign is proposed please show the location on the plan. RS zoning limits ground signs to 6' ht and 36 sf in area,

[Ver. 2] [Edited By Amy McBride]

6-7-22 Sullivans Grove Rezoning Final Submittal.pdf [8 redlines] (Page 1) [1] Site

21. Text Box B

City of Winston-Salem 12
Amy McBride
336-727-8000
amym@cityofws.org
6/21/22 8:20 PM
01.03) Rezoning-
Special Use District - 2

22. Text Box B

City of Winston-Salem 15
Amy McBride
336-727-8000
amym@cityofws.org
6/21/22 8:20 PM
01.03) Rezoning-
Special Use District - 2

23. Text Box B

City of Winston-Salem
Amy McBride
336-727-8000
amym@cityofws.org
6/21/22 8:20 PM
01.03) Rezoning-
Special Use District - 2

Interior MVSA calculations:RATIO i. One large variety tree shall be used for every five thousand (5,000) square feet of motor vehicle surface.

24. Text Box B

City of Winston-Salem
Amy McBride
336-727-8000
amym@cityofws.org
6/21/22 8:20 PM
01.03) Rezoning-
Special Use District - 2

No parking space shall be located more than seventy-five (75) feet from the trunk of a required large variety tree, except where overhead utility lines exist in accordance with Section 6.2.1B.10, Overhead Utility Lines no parking space shall be located more than fifty (50) feet from the trunk of a required small or medium variety tree, unless otherwise authorized in this Ordinance.

25. Text Box B

City of Winston-Salem
Amy McBride
336-727-8000
amym@cityofws.org
6/21/22 8:20 PM
01.03) Rezoning-
Special Use District - 2

Clearly show sidewalk connection along the frontage of the property

26. Text Box B

City of Winston-Salem
Amy McBride
336-727-8000
amym@cityofws.org
6/21/22 8:20 PM
01.03) Rezoning-
Special Use District - 2

Specify opaque fencing