



W-3644 Family Services of Forsyth County (Special Use Rezoning from RS12-S & RS7 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

John Fuller
Fuller Architecture
68 Court Square
200
Mocksville, NC 27028

Project Name: W-3644 Family Services of Forsyth County
(Special Use Rezoning from RS12-S & RS7 to RM12-S
Jurisdiction: City of Winston-Salem
ProjectID: 1605709

Wednesday, February 19, 2025

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

20. Commercial Infrastructure Permit Required

City of Winston-Salem-
Engineering
Craig Nursey
336-727-8000
craign@cityofws.org
2/5/25 9:00 AM
01.03) Rezoning-
Special Use District - 2

- This development will require a City of Winston-Salem Commercial Infrastructure Permit (formerly Commercial Driveway Permit).
- Site must be designed and built in accordance with the most recent City of Winston Salem Infrastructure Development Standards and Water and Sewer Technical Specifications.
- Verify fire apparatus maneuverability through parking lot
- Sight Distance Triangles (SDT) shall be drawn from the back of curb on C&G streets and edge of pavement on ribbon pavement streets.
- Check with WSDOT regarding ROW dedication requirements.
- Check with WSDOT regarding sidewalk requirements.
- No footing, wall, or wall components will be allowed within the public R/W or public water, sewer or storm drainage easements.

Further detailed comments may be issued when more detailed plans are provided in future technical permitting process.

Erosion Control

General Issues

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

City of Winston-Salem
Matthew Osborne
336-462-7480
matthewo@cityofws.org
2/4/25 4:35 PM
01.03) Rezoning-
Special Use District - 2

If the proposed project creates more than 10,000 sq. ft. of land disturbance, 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/>

18. Erosion Control Plan Review to NCDEQ - DEMLR

City of Winston-Salem
Matthew Osborne
336-462-7480
matthewo@cityofws.org
2/4/25 4:36 PM
01.03) Rezoning-
Special Use District - 2

If this project will use any public funds for financing, and/or be constructed on public owned property, and/or is a public utility project, then Erosion Control Plan approval will need to be completed through NCDEQ - DEMLR at the Winston-Salem Regional Office. The contact for NCDEQ - DEMLR at the Winston-Salem Regional Office is Tamera Eplin (336-776-9800 or tamera.eplin@deq.nc.gov).

Fire/Life Safety

General Issues

26. Approval Notes

City of Winston-Salem
(Fire)

Raven Byrd
336-747-7456
ravenb@cityofwsfire.org
2/12/25 11:04 AM
01.03) Rezoning-
Special Use District - 2

These general notes apply to all projects. If there are any other concerns to be addressed as part of this review they will be noted as separate issues.

- Future construction plans shall indicate locations of fire hydrants (existing and proposed) to demonstrate compliance with fire code requirements and City development standards.
- Fire apparatus access shall comply with the requirements below and **shall extend to within 150 feet all portions of the exterior walls of the building** as measured by an approved route around the exterior of the building or facility. This can be extended to 200 feet for sprinklered buildings.
- Ensure fire apparatus access roads are designed, built and maintained in compliance with fire code requirements. These requirements include but are not limited to the following items:
 - Must 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;
 - Approved turnaround required 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.
- For those buildings on this site that are equipped with sprinkler or standpipe systems, indicate the location of each FDC; FDC must be located within 100 feet from a fire hydrant.
- Buildings constructed on site must comply with all applicable NC Building Codes

NCDOT

General Issues

23. General Comments

NCDOT Division 9
Ashley Mills
336-747-7900
ammills1@ncdot.gov
2/11/25 8:53 AM
01.03) Rezoning-
Special Use District - 2

- No comments as Kentucky Avenue is a non-system facility

Planning

General Issues

13. Neighborhood Outreach

City of Winston-Salem
Ellie Levina
336-727-2626
elliele@cityofws.org
1/28/25 10:17 AM
Pre-Submittal Workflow - 1

Be aware of the neighborhood outreach requirement and the neighborhood outreach summary deadline as shown on the Planning Board Calendar of Significant dates located here: <https://www.cityofws.org/1564/Monthly-Planning-Board-Items>

<p>Fuller Architecture John Fuller 3367510400 john@fullerarchitecture.com 2/3/25 6:37 PM Pre-Submittal Workflow - 1</p>	<p>The Owner has sent letters to the neighbors and is conducting a Neighborhood Outreach meeting the evening of Feb. 13th, 2025. We will submit a written summary immediately after.</p>
--	--

14. Council Member Contact

<p>City of Winston-Salem Ellie Levina 336-727-2626 elliele@cityofws.org 1/28/25 10:18 AM Pre-Submittal Workflow - 1</p>	<p>Please ensure that you have contacted the appropriate Council Member and/or the Community Assistance Liaison or their office prior to the Planning Board Hearing. Be advised that Council Members may want to participate in any community outreach efforts . Information for each Council Member can be found on their website here: https://www.cityofws.org/640/Council-Member-Annette-Scippio</p>
<p>Fuller Architecture John Fuller 3367510400 john@fullerarchitecture.com 2/3/25 6:42 PM Pre-Submittal Workflow - 1</p>	<p>The Owner has been in consultation with City Council Member Scippio. She is very supportive of the project and is assisting in the neighborhood outreach. [Ver. 2] [Edited By John Fuller]</p>

21. Application

<p>City of Winston-Salem Ellie Levina 336-727-2626 elliele@cityofws.org 2/5/25 2:22 PM 01.03) Rezoning- Special Use District - 2</p>	<p>Deed says 3.77 acres, but the application states 8.56</p>
--	--

22. Historic Resources

<p>City of Winston-Salem Kelly Bennett 336-727-8000 kellyb@cityofws.org 2/5/25 2:41 PM 01.03) Rezoning- Special Use District - 2</p>	<p>The State Historic Preservation Office's official finding is that this site (the Junior League Hospital) is not eligible for listing in the National Register of Historic Places under any criterion or any level of significance. Changes to the building are not subject to Section 106 of the National Historic Preservation Act regardless of funding sources.</p>
---	---

Stormwater

General Issues

19. Stormwater Management Permit Required

City of Winston-Salem

Joe Fogarty

336-747-6961

josephf@cityofws.org

2/4/25 4:39 PM

01.03) Rezoning-

Special Use District - 2

This development will be required to be issued with a Post Construction Stormwater Management that shows compliance with the applicable provisions of the City of Winston-Salem's Post Construction Stormwater Management ordinance.

The development will be required to meet the water quality provisions of the ordinance. In the recent sketch plan review I had provided you with the two formula options that can be used to calculate the project density to determine if this site is below or above 24% and thus a low density development, or a high density development, in terms of these quality provisions. Your response to those sketch plan comments that you have included in this submittal here states: *"Based on our calculations we will be required to provide a stormwater management system as a high density development"*. I'm a bit confused by that for two reasons. The first reason I'm confused is that you state that the site area is 3.856 acres, the existing impervious area is 25,197 sq.ft. (0.578 acres) and the proposed built upon area is 48,441 sq.ft. (1.11 acres) on your plan. Using the two density formulas previously provided to you in the sketch plan comments and the numbers as stated here that are indicated on your plan, I calculate the density to be 28.79% using the first option and 16.2% using the second option. So using the second option clearly arrives at a figure that shows this site can qualify as a low density development since its less than 24%. The second reason I'm confused is because in your sketch plan comment response you state you will be high density and required to provide a management system. If you believe that to be true then I see no management system on your plan? You need to make sure you have this all figured out before you present your plan to the Planning Board as any management systems required would need to be shown for their review. Like I said I seem to calculate the site as a low density site. If that is the case then a management system to address quality treatment is not required as its a low density development but you would have to show in your permit review that other low density criteria contained in the NCDEQ Stormwater Design Manual Low Density Chapter are implemented to the maximum extent practicable such as use of dispersed flow methods, use of vegetative conveyances, use of adequate outlet protections etc.

The water quantity provisions of the ordinance will also apply as you are planning to have a net increase of more than 20,000 sq.ft. in impervious area from the pre developed to the post developed condition. As mentioned in the sketch plan review comments you have two options available. You need to either manage certain storm events in an approved stormwater management system or else you may submit a No Adverse Impact Downstream Study" in lieu of management to address quantity. I'm assuming you looked at those comments and have decided that you will attempt a study and thus are confident of proving a no adverse impact situation, as I see no management system on the plan submitted here for review.

Utilities

General Issues

24. General Comments

<p>City of Winston-Salem Chris Jones 336-747-7499 charlesj@cityofws.org 2/12/25 7:58 AM 01.03) Rezoning- Special Use District - 2</p>	<p>Note: Due to a cyber event at the COWS, these comments are subject to change.</p> <p>Water/sewer interior to the site will be private. All water connections will require a backflow preventer matching the meter size. Water meters purchased through the COWS. System development fees due at the time of meter purchase. A minimum 1,000-gallon exterior grease interceptor will be required if there is a commercial kitchen inside the building.</p> <p>[Ver. 2] [Edited By Chris Jones]</p>
--	--

WSDOT

General Issues

27. General

<p>City of Winston-Salem Robert Stone 336-727-8000 robertst@cityofws.org 2/12/25 2:06 PM 01.03) Rezoning- Special Use District - 2</p>	<ul style="list-style-type: none"> • Site development will require a Commercial Infrastructure Permit with the City of Winston-Salem. • Verify fire apparatus/emergency vehicle maneuverability through site.
---	---

Zoning

General Issues

30. Zoning Plan Review

<p>City of Winston-Salem/Forsyth County Rory Howard 336-747-7422 roryh@cityofws.org 2/18/25 10:41 AM 01.03) Rezoning- Special Use District - 2</p>	<ol style="list-style-type: none"> 1. Provide a lighting plan at the permitting stage. (see UDO 6.6 Exterior Lighting) 2. Label bufferyards as bufferyards. 3. The scale is 1"-31' not 1"-25'. 4. The minimum aisle width for 90-degree, two-way parking is 26 feet. The parking lots have a 25-foot aisle width and a 25'6" aisle width. (see UDO Table 6.1.3.B Parking Dimensions) 5. For the guest parking lot, make sure the trunk of a large-variety tree is located within 75 feet of all parking spaces and show all qualifying trees. (see UDO 6.2.1.D.3 Interior Motor Vehicle Surface Area Plantings) <p>[Ver. 2] [Edited By Rory Howard]</p>
--	--