

## Marc Allred

---

**From:** scausey allied-engsurv.com <scausey@allied-engsurv.com>  
**Sent:** Tuesday, May 31, 2022 3:30 PM  
**To:** Marc Allred  
**Subject:** [EXTERNAL] FW: W-3531 Height of Townhomes

**\*\*\* CAUTION! EXTERNAL SENDER \*\*\* STOP. EVALUATE. VERIFY. Were you expecting this email? Does the content make sense? Can you verify the sender? If the email is suspicious: Do not click links or open attachments. Click the Report Message button in Outlook to notify Information Systems.**

Marc, please see neighborhood outreach summary below provided by Mr. Taylor.

Will this work for you?

---

**From:** James Taylor <james.taylorjr@live.com>  
**Sent:** Wednesday, May 25, 2022 12:04 PM  
**To:** scausey allied-engsurv.com <scausey@allied-engsurv.com>  
**Subject:** Re: W-3531 Height of Townhomes

On May 4 and May 24, we canvassed the neighborhood to meet directly with all surrounding property owners and residents on site. We met with a total of 12 people, who were all supportive of our request to rezone the subject property.

Let me know if you think we need to do anything else.

James Taylor

Get [Outlook for iOS](#)

---

**From:** scausey allied-engsurv.com <[scausey@allied-engsurv.com](mailto:scausey@allied-engsurv.com)>  
**Sent:** Wednesday, May 25, 2022 8:36:44 AM  
**To:** James Taylor <[james.taylorjr@live.com](mailto:james.taylorjr@live.com)>  
**Subject:** RE: W-3531 Height of Townhomes

James, the excerpt below outlines the requirements for the neighborhood outreach.

### Neighborhood Outreach Disclaimer

In an effort to provide good communication in a timely manner with residential areas which are close to pending rezoning requests, neighborhood outreach is a requirement when any rezoning or site plan amendment request is filed where the subject property is located within 500' of residentially zoned property.

Petitioners are required to conduct some form of neighborhood outreach i.e. neighborhood meeting, sending mailed letters, and/or door-to-door communication.

Petitioners are then required to provide a written summary of their outreach efforts to Planning staff at least eight (8) days prior to the scheduled Planning Board public hearing. This summary will be included in the Staff Report provided to the Planning Board and Elected Body.

The summary shall describe the scope of outreach along with the issues discussed. Please include the “who, what, when, and where”.

Example #1:

On July 14 we mailed 17 letters to property owners in the general area surrounding our site informing them of the proposed rezoning and asking them to contact us by August 1 if they had any questions or concerns to express. We heard back from 3 individuals who had questions about how our request may impact traffic in the area and what type of buffering or screening we were going to provide. We responded to their concerns to the best of our ability.

Example #2:

On July 14 at 7pm, we held a neighborhood meeting (i.e. on site, or at the Civic Club located at 1430 North Main Street). We had contacted a total of 12 surrounding property owners by a combination of going door to door and mailing letters making them aware of the meeting. We did this approximately 7 days prior to the meeting. Four people attended the meeting. Two of the attendees did not seem to be supportive of our request.

**If the petitioner fails to submit the required summary at least eight (8) days prior to the Planning Board meeting, their request will be automatically continued to the next Planning Board meeting.** This allows staff the ability to advise any neighbors that the item is automatically continued and therefore relieves them of having to make arrangements to attend the Planning Board meeting.

Staff also encourages all applicants to contact their respective Council Member to discuss their request and also to include the respective Council Member on invitations for any planned neighborhood meetings.

**By entering their full name below, the applicant/owner attests that they have read and understand the material listed above and that Planning staff has adequately addressed any questions. The undersigned hereby accepts responsibility for communicating the information listed above to all applicants/owners/petitioners associated with this zoning request.**

---

**From:** James Taylor <[james.taylorjr@live.com](mailto:james.taylorjr@live.com)>  
**Sent:** Tuesday, May 24, 2022 7:11 PM  
**To:** scausey allied-engsurv.com <[scausey@allied-engsurv.com](mailto:scausey@allied-engsurv.com)>  
**Subject:** Fwd: W-3531 Height of Townhomes

Good evening. You will find the elevations attached.

James Taylor

Get [Outlook for iOS](#)

---

**From:** Eric McKnight <[EMcKnight@truehomesusa.com](mailto:EMcKnight@truehomesusa.com)>  
**Sent:** Tuesday, May 24, 2022 6:19 PM  
**To:** James Taylor <[james.taylorjr@live.com](mailto:james.taylorjr@live.com)>  
**Subject:** RE: W-3531 Height of Townhomes

Here you go.

---

**From:** James Taylor <[james.taylorjr@live.com](mailto:james.taylorjr@live.com)>  
**Sent:** Tuesday, May 24, 2022 5:04 PM  
**To:** Eric McKnight <[EMcKnight@truehomesusa.com](mailto:EMcKnight@truehomesusa.com)>  
**Subject:** Fwd: W-3531 Height of Townhomes

[EXTERNAL SENDER] This email originated outside of True Homes. Do not click on any links or open any attachments unless you recognize the sender and are expecting an email from them!

Eric,

We are being pressed for the height and side elevations, and we will need to respond quickly. Please advise.

James Taylor

Get [Outlook for iOS](#)

---

**From:** scausey allied-engsurv.com <[scausey@allied-engsurv.com](mailto:scausey@allied-engsurv.com)>

**Sent:** Tuesday, May 24, 2022 4:14 PM

**To:** James Taylor <[james.taylorjr@live.com](mailto:james.taylorjr@live.com)>

**Subject:** FW: W-3531 Height of Townhomes

James, can your folks at True help with the question below. The height was not labeled on the elevations.

---

**From:** Marc Allred <[marca@cityofws.org](mailto:marca@cityofws.org)>

**Sent:** Tuesday, May 24, 2022 4:10 PM

**To:** scausey allied-engsurv.com <[scausey@allied-engsurv.com](mailto:scausey@allied-engsurv.com)>

**Subject:** W-3531 Height of Townhomes

What is the height of the townhomes?

Marc Allred

Winston-Salem/Forsyth County Planning & Development Services

100 E First St, Winston-Salem, NC, 27101

336-747-7069

**City of Winston-Salem**  
**ONE TEAM**  
**Committed to Excellence**

All e-mails including attachments sent to and from this address are subject to being released to the media and the public in accordance with the North Carolina Public Records Law.