

**CITY-COUNTY PLANNING BOARD
STAFF REPORT**

PETITION INFORMATION	
Docket	W-3693
Staff	Ellie Levina
Petitioner(s)	Alma Mata
Owner(s)	Same
Subject Property	PIN 6815-24-6763
Type of Request	Limited Use District Rezoning
Proposal	The petitioner is requesting to amend the Official Zoning Map for the subject property from RS9 (Residential Single-Family, minimum 9,000sqft lot size) to NO-L (Neighborhood Office – Limited Use). The petitioner is requesting the following uses: • Offices; Adult Day Care Center; Adult Day Care Home; Child Care, Sick Children; Child Day Care Center; Child Day Care Home; Child Care, Drop-In; and Residential Building, Single-Family.
Neighborhood Contact/Meeting	A summary of the petitioner’s neighborhood outreach is attached.
Zoning District Purpose Statement	The NO District is primarily intended to accommodate very low intensity office uses within converted single family detached units. The district is intended to be located on the periphery of established residential areas, along major and minor thoroughfares. The district is established to provide convenient locations for offices, the size and operating characteristics of which require limited parking and which generate little traffic. Standards are designed so that this district may serve as a transitional land use between residential districts and commercial districts. This district is intended for application in GMAs 2, 3, and 4.
Rezoning Consideration from Section 3.2.19 A 16	Is the proposal consistent with the purpose statement(s) of the requested zoning district(s)?
	Yes, the applicant intends to convert an existing single-family dwelling into an office with limited parking and minimal traffic generation.
GENERAL SITE INFORMATION	
Location	The property is located on the south side of Country Club Road, between South Cliffdale Drive and Harper Street.
Jurisdiction	Winston-Salem
Ward(s)	Southwest Ward
Site Acreage	0.33 acres
Current Land Use	Residential building, single-family

Surrounding Property Zoning and Use	Direction	Zoning District	Use
	North	RM5-S	Residential building, twin home
	South	RS9	Residential building, single-family
	East	RS9 and LO-S	Undeveloped land; residential building, single-family; and offices
	West	RS9	Undeveloped land and residential building, single-family
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 office use is compatible with the surrounding development pattern. The properties south of Country Club Road are predominantly developed with single-family residential uses, while office uses exist to both the east and west of the subject property. The request would serve as a transition between the established residential neighborhood and the more intense office and commercial uses located along Silas Creek Parkway and west of the subject property on Country Club Road.		
Physical Characteristics	The site is currently developed with an existing 1,654 square-foot single-family home. A driveway exists to the side of the home.		
Proximity to Water and Sewer	Public water and sewer are available along Country Club Road.		
Stormwater/ Drainage	Staff does not foresee any drainage 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 subject request involves 0.33 acres of developed land located on the south side of Country Club Road, between South Cliffdale Drive and Harper Street in southwest Winston-Salem. The site contains an existing single-family dwelling with access to public water and sewer.		
	The surrounding area is characterized primarily by residential development, including single-family residences to the south and a twin-home development to the north. However, office uses are also present in the vicinity, including properties zoned LO-S to the east and a property zoned NO-L to the west. The site is situated along a major thoroughfare within an established transitional area between residential neighborhoods and more intense nonresidential development.		

RELEVANT ZONING HISTORIES						
Case	Request	Decision & Date	Direction from Site	Acreage	Recommendation	
					Staff	CCPB
W-3272	RS9 to RM5-S	Approval 10/05/2015	North	3.35	Approval	Approval
W-3099	RS9 to NO-L	Approval 07/18/2011	West	0.61	Approval	Approval
SITE ACCESS AND TRANSPORTATION INFORMATION						
Street Name		Classification	Street Maintenance	Frontage	Average Daily Trip Count	Capacity at Level of Service D
Country Club Road		Major Thoroughfare	NCDOT	100 feet	15,500	15,800
Trip Generation - Existing/Proposed		Staff is unable to estimate trip generation for the proposed request because it is a Limited Use request.				
Sidewalks		There are sidewalks along both sides of Country Club Road.				
Transit		WSTA Transit Route 95 stops at Country Club Road and South Cliffdale Drive, 300 feet west of the subject property.				
Analysis of Site Access and Transportation Information		As this is a Limited Use request, detailed access and trip generation information are not available at this time. The site has existing sidewalks and convenient access to transit service.				
CONFORMITY TO PLANS AND PLANNING ISSUES						
Forward 2045 Growth Management Area		GMA 3 – Suburban Neighborhoods				
Relevant Forward 2045 Recommendations		- Develop a mix of uses, services, and high-density residential types within activity centers and along growth corridors to support an enhanced transit, pedestrian, and bicycle network. - Create compatible transitions between land uses.				
Relevant Area Plan(s)		West Suburban Area Plan Update (2018)				
Area Plan Recommendations		- The recommended land use for the subject property is single-family residential use. - Office uses typically have few negative impacts on adjacent land uses and can provide services to area residents, making them an appropriate transitional use between residential uses and more intense uses.				
Site Located Along Growth Corridor?		Yes, the subject property is located along the Country Club Growth Corridor.				
Site Located within Activity Center?		No, the subject property 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	The request is to rezone 0.33 acres of developed land from RS9 to NO-L within GMA 3. While the <i>West Suburban Area Plan Update</i> (2018) recommends residential uses for this site, the NO district is compatible with single-family development patterns and was specifically created to support the conversion of existing homes to office uses. Office uses typically have few negative impacts on adjacent land uses and can provide services to area residents, making them an appropriate transitional use between residential uses and more intense commercial uses. Similarly, <i>Forward 2045</i> recommends creating compatible transitions between different land uses – the proposed NO-L zoning serves as a transition between the more intense commercial uses on Silas Creek Parkway and the residential area surrounding the site.
CONCLUSIONS TO ASSIST WITH RECOMMENDATION	
Positive Aspects of Proposal	Negative Aspects of Proposal
The proposed NO zoning district is compatible with the residential development pattern of the area and would accommodate reuse of the existing single-family home on the site.	The proposal is inconsistent with the <i>West Suburban Area Plan Update</i> 's recommendation for single-family uses on this property.
The proposal is consistent with <i>Forward 2045</i> 's recommendation to create compatible transitions between different land uses.	
There are minimal anticipated traffic impacts associated with this request.	

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-3693

JULY 9, 2026

Ellie Levina presented the staff report.

Mr. Steelman inquired whether the petitioner would be required to retain the existing structure. Mr. Ericson stated that while the petitioner is not required to retain the existing structure, the petitioner has indicated their intention to preserve the building.

Mr. Farabee inquired about the parking requirements associated with the rezoning request. Mr. Ericson confirmed that the proposed zoning district accommodates the requested rezoning and that the property has adequate area to meet the applicable parking requirements. Mr. Ericson noted that staff will soon be working on a text amendment to align the *Unified Development Ordinances* with recent legislation which eliminated minimum parking requirements.

PUBLIC HEARING

FOR: Alma Mata, petitioner.

- Ms. Mata provided a brief overview of the proposed request and noted that an attorney has expressed interest in leasing her property as office space.

AGAINST: Susan Landreth

- Ms. Landreth expressed concerns regarding the proposed rezoning request, stating that there are already numerous businesses in the area and that additional commercial development could contribute to increased traffic congestion.

WORK SESSION

MOTION: Walter Farabee recommended that the Planning Board find that the request is consistent with the comprehensive plan.

SECOND: Salvador Patiño

VOTE:

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

AGAINST: None

EXCUSED: None

MOTION: Walter Farabee recommended approval of the zoning amendment.

SECOND: Salvador Patiño

VOTE:

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

AGAINST: None

EXCUSED: None

Chris Murphy, AICP/CZO

Director of Planning and Development Services