

**CITY-COUNTY PLANNING BOARD  
STAFF REPORT**

| <b>PETITION INFORMATION</b>   |  |                        |                                 |
|---|--|------------------------|---------------------------------|
| <b>Docket #</b>   | W-3360   |                        |                                 |
| <b>Staff</b>  | <a href="#">Gary Roberts, Jr. AICP</a>   |                        |                                 |
| <b>Petitioner(s)</b>  | First Tennessee Bank   |                        |                                 |
| <b>Owner(s)</b>   | Same   |                        |                                 |
| <b>Subject Property</b>   | PIN# 6817-45-4090  |                        |                                 |
| <b>Address</b>  | The existing address is 3029 Loch Drive, the new address will be 3035 Loch Drive.  |                        |                                 |
| <b>Type of Request</b>  | Special use rezoning from LO-S to LO-S   |                        |                                 |
| <b>Proposal</b>   | <p>The petitioner is requesting to amend the Official Zoning Maps for the subject property <b>from</b> LO-S (Limited Office – special use zoning - Banking and Financial Services) <b>to</b> LO-S (Limited Office – special use zoning). The petitioner is requesting the following uses:</p> <ul style="list-style-type: none"> <li>• Banking and Financial Services; Offices; Government Offices, Neighborhood Organization, or Post Office; and Access Easement, Private Off-Site</li> </ul>  |                        |                                 |
| <b>Neighborhood Contact/Meeting</b>   | See Attachment A for a summary of the petitioner’s neighborhood outreach efforts.  |                        |                                 |
| <b>Zoning District Purpose Statement</b>  | The LO District is primarily intended to accommodate moderately intense medical, professional, administrative, and government office uses on small to mid-sized sites, in a suburban setting. The district is typically located near the intersection of a collector street or thoroughfare in areas which are otherwise developed with residences. Standards are designed so this district may serve as a transition between residential districts and commercial districts. This district is intended for application in GMAs 2 and 3. |                        |                                 |
| <b>Applicable Rezoning Consideration from Chapter B, Article VI, Section 6-2.1(R)</b> | <b>(R)(1) - Is the proposal consistent with the purpose statement(s) of the requested zoning district(s)?</b>  |                        |                                 |
|   | Yes, the subject property is located in the Suburban Neighborhoods growth management area and it is currently zoned LO-S. The site is also located at the intersection of a boulevard and a collector street and it serves as a transition between single family homes and more intense development along Reynolda Road.   |                        |                                 |
| <b>GENERAL SITE INFORMATION</b>   |  |                        |                                 |
| <b>Location</b>   | Southeast corner of Reynolda Road and Loch Drive   |                        |                                 |
| <b>Jurisdiction</b>   | City of Winston-Salem  |                        |                                 |
| <b>Ward(s)</b>  | Northwest  |                        |                                 |
| <b>Site Acreage</b>   | ± 1.22 acres   |                        |                                 |
| <b>Current Land Use</b>   | The subject property is currently undeveloped.   |                        |                                 |
| <b>Surrounding Property Zoning and Use</b>  | <b>Direction</b>   | <b>Zoning District</b> | <b>Use</b>                      |
|   | North  | GO & LO-S              | Funeral home and medical office |
|   | East   | RM18-S                 | Assisted living facility        |

|   | South   | RS9                  | Single family homes  |                                |                |          |
|---|---|----------------------|--|--------------------------------|----------------|----------|
|   | West  | RS9                  | Single family home;<br>undeveloped land; and<br>nonconforming business |                                |                |          |
| <b>Applicable Rezoning Consideration from Chapter B, Article VI, Section 6-2.1(R)</b> | <b>(R)(2) - Is/are the use(s) permitted under the proposed classification/request compatible with uses permitted on other properties in the vicinity?</b>   |                      |  |                                |                |          |
|   | The proposed uses are either equal to or of less intensity than the approved uses. Because the site plan no longer includes an accommodation for a drive through, the request is more compatible with the nearby single family homes than is the current zoning.            |                      |  |                                |                |          |
| <b>Physical Characteristics</b>   | The subject property is relatively flat and contains no streams or wetlands. The northern portion of the site is heavily wooded and there are some mature trees along the southern edge of the site adjacent to the RS9 zoning.   |                      |  |                                |                |          |
| <b>Proximity to Water and Sewer</b>   | The site has access to public water and sewer.  |                      |  |                                |                |          |
| <b>Stormwater/ Drainage</b>   | The request includes a proposed stormwater management facility in the southwestern corner of the site. A stormwater study will be required.   |                      |  |                                |                |          |
| <b>Watershed and Overlay Districts</b>  | The site is not located within a water supply watershed.  |                      |  |                                |                |          |
| <b>Analysis of General Site Information</b>   | The subject property is 1.22 acres in size and is located at the southeast corner of Reynolda Road and Loch Drive. The site is undeveloped and includes some mature trees. The site is relatively flat and contains no streams or wetlands and poses no development issues. |                      |  |                                |                |          |
| <b>RELEVANT ZONING HISTORIES</b>  |   |                      |  |                                |                |          |
| Case  | Request   | Decision & Date      | Direction from Site  | Acreage                        | Recommendation |          |
|   |   |                      |  |                                | Staff          | CCPB     |
| W-2837  | RS9 to LO-S   | Approved<br>3-6-2006 | Current site   | 1.25 acres                     | Denial         | Approval |
| <b>SITE ACCESS AND TRANSPORTATION INFORMATION</b>                                     |   |                      |  |                                |                |          |
| Street Name   | Classification  | Frontage             | Average Daily Trip Count   | Capacity at Level of Service D |                |          |
| Reynolda Road   | Boulevard   | 108'                 | 29,000   | 38,100                         |                |          |
| Loch Drive  | Collector Street  | 370'                 | NA   | NA                             |                |          |
| <b>Proposed Access Point(s)</b>   | The site will have two access points onto Loch Drive.   |                      |  |                                |                |          |
| <b>Trip Generation - Existing/Proposed</b>  | <u>Existing Zoning: LO-S</u><br>4,016 sf / 1,000 x 148.15 (Drive In Bank Trip Rate) = 595 Trips per Day   |                      |  |                                |                |          |
|   | <u>Proposed Zoning: LO-S</u><br>8,900 sf / 1,000 x 11.57 (Single Tenant Office Building Trip Rate) = 103 Trips per Day  |                      |  |                                |                |          |
| <b>Sidewalks</b>  | Sidewalks are currently located along Reynolda Road and Loch Drive.   |                      |  |                                |                |          |
| <b>Transit</b>  | Route 99 runs along Reynolda Road.  |                      |  |                                |                |          |

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| <b>Analysis of Site Access and Transportation Information</b> | <p>The proposed site plan (similar to the approved plan) includes two driveway connections onto Loch Drive (which is a collector street). No driveway is proposed on Reynolda Road. Both road frontages are currently improved with sidewalks and Reynolda Road is served with transit.</p> <p>Because the proposed site plan no longer includes multiple drive through lanes, the anticipated trip generation for the proposed zoning is significantly less than what could be expected under the current zoning. Staff does not anticipate any transportation related issued associated with the proposed rezoning.</p>  |   |
| <b>SITE PLAN COMPLIANCE WITH UDO REQUIREMENTS</b>             |  |   |
| <b>Building Square Footage</b>                                | <b>Square Footage</b><br>8,900 sf  | <b>Placement on Site</b><br>Pulled up to Reynolda Road and Loch Drive |
| <b>Parking</b>  | <b>Required</b><br>30 spaces   | <b>Proposed</b><br>35 spaces  |
| <b>Building Height</b>  | <b>Maximum</b><br>40'  | <b>Proposed</b><br>1 story  |
| <b>Impervious Coverage</b>                                    | <b>Maximum</b><br>75%  | <b>Proposed</b><br>47.93%   |
| <b>UDO Sections Relevant to Subject Request</b>               | <ul style="list-style-type: none"> <li>Chapter B, Article II, Section 2-1.3 (B) Limited Office District</li> </ul>   |   |
| <b>Complies with Chapter B, Article VII, Section 7-5.3</b>    | <b>(A) Legacy 2030 policies:</b>   | Yes   |
|   | <b>(B) Environmental Ord.</b>  | NA  |
|   | <b>(C) Subdivision Regulations</b>   | NA  |
| <b>Analysis of Site Plan Compliance with UDO Requirements</b> | <p>The site plan for this request proposes an 8,900 square foot one story office building. The building is pulled up to the corner of Reynolda Road and Loch Drive in an urban, pedestrian oriented manner.</p> <p>The southern end of the site abuts a single family home and RS9 zoning. The site plan proposes a 40' Type III bufferyard and a 6' opaque fence in this location along with the stormwater management facility. Currently there are some very large hardwood trees located in this area. While staff would prefer to see some of these trees preserved, staff understands this is the lowest elevation of the site and therefore the most practical location for stormwater management. The site plan meets the requirements of the UDO.</p> |   |
| <b>CONFORMITY TO PLANS AND PLANNING ISSUES</b>                |  |   |
| <b>Legacy 2030 Growth Management Area</b>                     | Growth Management Area 3 - Suburban Neighborhoods  |   |
| <b>Relevant Legacy 2030</b>                                   | <ul style="list-style-type: none"> <li>Encourage redevelopment and reuse of existing sites and buildings that is compatible and complementary with the surrounding area.</li> </ul>  |   |

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| <b>Recommendations</b>  | <ul style="list-style-type: none"> <li>Encourage reuse of vacant and underutilized commercial and industrial sites.</li> <li>Encourage convenient services at designated areas to support neighborhoods consistent with the Growth Management Plan.</li> </ul>   |
| <b>Relevant Area Plan(s)</b>  | <i>West Suburban Area Plan Update</i> , update in progress   |
| <b>Area Plan Recommendations</b>  | <ul style="list-style-type: none"> <li>The Proposed Land Use Map for both the existing and the draft update area plan recommends office/low intensity commercial land uses for the subject property.</li> </ul>  |
| <b>Site Located Along Growth Corridor?</b>  | Reynolda Road, Suburban Form-Commercial/Office/Multifamily   |
| <b>Site Located within Activity Center?</b>   | The site is not located within an activity center.   |
| <b>Applicable Rezoning Consideration from Chapter B, Article VI, Section 6-2.1(R)</b>                                     | <b>(R)(3) - Have changing conditions substantially affected the area in the petition?</b>  |
|   | No   |
|   | <b>(R)(4) - Is the requested action in conformance with <i>Legacy 2030</i>?</b>  |
|   | Yes  |
| <b>Analysis of Conformity to Plans and Planning Issues</b>  | <p>The request is to rezone a 1.22 acre undeveloped parcel from LO-S to LO-S. The approved site plan is for a ±4,000 square foot financial institution with a four lane drive through service. The proposed site plan is for a ±8,900 square foot office building. Due to the absence of a drive through, the subject request should result in considerably less traffic than with the approved zoning.</p> <p>The request is consistent with the existing and the draft <i>West Suburban Area Plan Update</i> both of which recommend office/low intensity commercial land uses on the site. In order to minimize potential impacts on the adjacent single family homes, staff recommends a lighting condition and that no electronic message board signs be permitted. Staff recommends approval of the request.</p> |
| <b>CONCLUSIONS TO ASSIST WITH RECOMMENDATION</b>  |  |
| <b>Positive Aspects of Proposal</b>   | <b>Negative Aspects of Proposal</b>  |
| The request is consistent with the existing and the draft <i>West Suburban Area Plan Update</i> .                         | The request may encourage nonresidential rezoning requests for other properties along Loch Drive.  |
| The request is more compatible with the adjacent single family homes because it does not include a drive through service. |  |
| The request includes a lighting condition and would not allow an electronic message board sign.                           |  |

The proposed site plan pulls the building up to the corner of Reynolda Road and Loch Drive.

**SITE-SPECIFIC RECOMMENDED CONDITIONS OF APPROVAL**

The following proposed conditions are from interdepartmental review comments and are proposed in order to meet codes or established standards, or to reduce negative off-site impacts.

- **PRIOR TO THE ISSUANCE OF GRADING PERMITS:**
  - a. Developer shall have a stormwater management study submitted for review by the Public Works Department of the City of Winston-Salem. If required, an engineered stormwater management plan shall be submitted and approved by the Public Works Department. Relocation or installation of any stormwater treatment device into any buffer areas, vegetation designated to remain, or close proximity to adjacent residentially zoned land shall require a Staff Change approval at minimum, and may require a Site Plan Amendment.
  - b. Developer shall obtain a driveway permit from the City of Winston-Salem; additional improvements may be required prior to issuance of driveway permit. Required improvements include:
    - Dedication of right-of-way along Reynolda Road fifty five (55) feet from centerline.
  
- **PRIOR TO THE ISSUANCE OF BUILDING PERMITS:**
  - a. The proposed building plans shall have a pitched roof. Primary façade materials shall consist of brick with accents of stone, hardie plank or vinyl siding as verified by Planning staff. All rooftop HVAC equipment shall be screened from view of the adjacent public streets.
  - b. An engineered lighting plan shall be submitted to Inspections for the proposed lighting demonstrating the use of full-cut off fixtures, light height of 25' or less and no more than 0.5 foot-candles at the property line.
  
- **PRIOR TO THE ISSUANCE OF OCCUPANCY PERMITS:**
  - a. Lighting shall be installed per approved lighting plan and certified by an engineer.
  - b. Developer shall complete all requirements of the driveway permit.
  - c. Buildings shall be constructed in substantial conformance with the approved building elevations as approved by Planning staff.
  
- **OTHER REQUIREMENTS:**
  - a. No electronic message board signage shall be permitted.

**STAFF RECOMMENDATION:** Approval

**NOTE:** These are **staff comments** only; final recommendations on projects are made by the City-County Planning Board, with final decisions being made by the appropriate Elected Body, who may approve, deny, table or request modification for any project. **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.**

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**CITY-COUNTY PLANNING BOARD  
PUBLIC HEARING  
MINUTES FOR W-3360  
MARCH 8, 2018**

Aaron King presented the staff report.

**PUBLIC HEARING**

FOR: None

AGAINST: None

**WORK SESSION**

MOTION: Clarence Lambe moved approval of the rezoning petition and certified the site plan (including staff recommended conditions) meets all code requirements if the petition is approved.

SECOND: George Bryan

VOTE:

FOR: George Bryan, Melynda Dunigan, Jason Grubbs, Arnold King, Clarence Lambe,  
Chris Leak, Brenda Smith

AGAINST: None

EXCUSED: None

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A. Paul Norby, FAICP  
Director of Planning and Development Services