



W-3602 Streetside - Hillcrest Starbucks (Special Use Rezoning from MU-S & HB-S to GB-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

Luke Dickey
Stimmel Associates, PA
601 North Trade Street
Suite 200
Winston Salem, NC 27101

Project Name: W-3602 Streetside - Hillcrest Starbucks (Special Use Rezoning from MU-S & HB-S to GB-S)
Jurisdiction: City of Winston-Salem
ProjectID: 1129435

Wednesday, November 1, 2023

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: 19

Engineering

General Issues

7. General comments

<p>City of Winston-Salem Matthew Gantt 336-727-8000 matthewg@cityofws.org 10/5/23 7:19 AM 01.03) Rezoning- Special Use District - 2</p>	<p>1. No City driveway permit is required for this project since the development is on Winterhaven Lane, which is a privately maintained street.</p>
<p>Stimmel Associates, PA Luke Dickey (336)7231067 ldickey@stimmelpa.com 10/24/23 3:43 PM 01.03) Rezoning- Special Use District - 2</p>	<p>ok</p>

Erosion Control

General Issues

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

<p>City of Winston-Salem Matthew Osborne 336-462-7480 matthewo@cityofws.org 10/5/23 8:55 AM 01.03) Rezoning- Special Use District - 2</p>	<p>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/</p>
<p>Stimmel Associates, PA Luke Dickey (336)7231067 ldickey@stimmelpa.com 10/24/23 3:44 PM 01.03) Rezoning- Special Use District - 2</p>	<p>Will submit at time of permitting</p>

Fire/Life Safety

General Issues

11. Sketch Plans and Site Plans

<p>Winston-Salem Fire Department Cory Lambert 336-747-7359 coryml@cityofwsfire.org 10/10/23 1:04 PM 01.03) Rezoning-Special Use District - 2</p>	<p>Future construction plans shall indicate locations of fire hydrants (existing and proposed) to demonstrate compliance with fire code requirements and City development standards.</p> <p>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.</p> <p>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:</p> <ul style="list-style-type: none"> • 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. <p>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:</p> <ul style="list-style-type: none"> • 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). <p>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.</p>
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<p>Stimmel Associates, PA Luke Dickey (336)7231067 ldickey@stimmelpa.com 10/24/23 3:44 PM 01.03) Rezoning-Special Use District - 2</p>	<p>ok</p>
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MapForsyth Addressing Team

General Issues

23. Addressing & Street Naming

<p>Forsyth County Government Gloria Alford 3367032337 alfordgd@forsyth.cc 10/16/23 1:51 PM 01.03) Rezoning-Special Use District - 2</p>	Assign address is 2309 Winterhaven Ln.
<p>Stimmel Associates, PA Luke Dickey (336)7231067 ldickey@stimmelpa.com 10/24/23 3:44 PM 01.03) Rezoning-Special Use District - 2</p>	OK

NCDOT

General Issues

20. General Comments

<p>NCDOT Division 9 Ashley Long 336-747-7900 amlong1@ncdot.gov 10/16/23 12:43 PM 01.03) Rezoning-Special Use District - 2</p>	<ul style="list-style-type: none"> • Need to designate a Negative Access Easement for the property line adjoining S. Stratford Road. • A 16.6 3-party encroachment agreement would be required for any utility ties (water and sewer) in the right of way, and sidewalk where applicable. • All encroachment agreements should be submitted through the online portal. • Landscaping should follow the NCDOT Guidelines for Planting Within Highway Right-of-Way manual.
<p>Stimmel Associates, PA Luke Dickey (336)7231067 ldickey@stimmelpa.com 10/24/23 3:45 PM 01.03) Rezoning-Special Use District - 2</p>	Ok

Planning

General Issues

1. COUNCIL MEMBER CONTACT

<p>City of Winston-Salem Marc Allred 336-727-8000 marca@cityofws.org 9/26/23 2:49 PM Pre-Submittal Workflow - 1</p>	<p>Please ensure that you have contacted the appropriate Council Member and/or the Community Assistance Liaison for 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/564/City-Council</p>
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[Stimmel Associates, PA](#) Council Member has been contacted
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/2/23 10:39 AM
Pre-Submittal Workflow
- 1

10. Historic Resources

[City of Winston-Salem](#) No comments
Heather Bratland
336-727-8000
heatherb@cityofws.org
10/5/23 11:02 AM
01.03) Rezoning-
Special Use District - 2

[Stimmel Associates, PA](#) OK
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:46 PM
01.03) Rezoning-
Special Use District - 2

15. CAC

[City of Winston-Salem](#) No comment.
Amy Crum
336-747-7051
amyc@cityofws.org
10/13/23 5:14 PM
01.03) Rezoning-
Special Use District - 2

[Stimmel Associates, PA](#) OK
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:47 PM
01.03) Rezoning-
Special Use District - 2

27. Dates to Remember

[City of Winston-Salem](#) Issue resolution deadline is October 26.
Marc Allred
336-727-8000
marca@cityofws.org
10/18/23 9:17 AM
01.03) Rezoning-
Special Use District - 2

Community Outreach Deadline is November 1.

Planning Board meeting is November 9 at 4:30.
[[Ver. 2](#)] [Edited By Marc Allred]

Stimmel Associates, PA ok
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:47 PM
01.03) Rezoning-
Special Use District - 2

28. Internal Cross Connection

City of Winston-Salem Show internal cross-connection per discussion.
Bryan Wilson
336-747-7042
bryandw@cityofws.org
10/18/23 12:20 PM
01.03) Rezoning-
Special Use District - 2

Stimmel Associates, PA Internal pedestrian cross connection provided on plan
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:47 PM
01.03) Rezoning-
Special Use District - 2

Sanitation

General Issues

8. Bulk Container Information

City of Winston-Salem **Location will require a bulk container.**
Matthew Cheatham
336-727-8000
matthewch@cityofws.org
10/5/23 8:18 AM
01.03) Rezoning-Special
Use District - 2

Bulk Containers: All surfaces constructed for the placement of bulk containers shall be constructed of concrete with a thickness of at least eight inches. All surfaces constructed for the placement of bulk containers shall be at least 16 feet in length and at least 12 feet in width.

Location and placement: Bulk containers shall be located to provide easy ingress and egress by a container tender truck to the containers. The location of the container shall be free from any overhanging wires or other obstructions which have less than 35 feet of vertical clearance and 40 feet linear clearance of overhead obstruction in the dumping area. All screens or enclosures shall be open on one side for easy access and provide a three-foot clearance on all sides from the bulk container.

Stimmel Associates, PA OK
Luke Dickey
(336)7231067
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10/24/23 3:47 PM
01.03) Rezoning-Special
Use District - 2

Stormwater

General Issues

6. Grandfathered from Stormwater Management Ordinance

[City of Winston-Salem](#)
Joe Fogarty
336-747-6961
josephf@cityofws.org
10/4/23 4:58 PM
01.03) Rezoning-
Special Use District - 2

The development of this parcel is grandfathered from the provisions of the City of Winston-Salem's Post Construction Stormwater Management ordinance. Its grandfathered as it was part of a stormwater management plan approved for the overall Hillcrest development prior to the adoption of the ordinance in 2008. Therefore, I have no comments and nothing further is required as regards stormwater management.

[Stimmel Associates, PA](#) ok
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:48 PM
01.03) Rezoning-
Special Use District - 2

Utilities

General Issues

13. General Comments

[City of Winston-Salem](#)
Chris Jones
336-747-7499
charlesj@cityofws.org
10/12/23 10:11 AM
01.03) Rezoning-
Special Use District - 2

Any existing connections not intended for reuse must be terminated at the main. All water connections will require a reduced pressure assembly backflow preventer matching the meter size. Water meters purchased through the City of Winston-Salem. System development fees due at the time of meter purchase. A minimum 1,000-gallon in ground grease interceptor will be required.

[Stimmel Associates, PA](#) ok
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:48 PM
01.03) Rezoning-
Special Use District - 2

WSDOT

General Issues

26. General Comments

[Stantec Consulting Services, Inc.](#)
Regina Muncey
(919) 277-3100
regina.muncey@stantec.com
10/17/23 9:33 PM
01.03) Rezoning-Special
Use District - 2

1. Hilcrest Center Drive sidewalk - Where sidewalk abuts the back of curb and gutter, the width shall be a minimum 6'-0". (IDS IV-4)

Stimmel Associates, PA
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:49 PM
01.03) Rezoning-Special
Use District - 2

Revised plan to move proposed 5' sidewalk off back of curb and 1' off right-of-way.

Zoning

General Issues

16. Zoning Plan Review

City of Winston-Salem
Nick Smith
336-747-7064
nicks@cityofws.org
10/16/23 11:59 AM
01.03) Rezoning-
Special Use District - 2

Zoning Plan Review: Color-Coded Comments

- **Blue:** Definitions, Helpful Information, and/or Notes from Staff
- **Green:** Your proposal meets the requirements for this section of the Unified Development Ordinances.
- **Orange:** Due to an incomplete site plan or a lack of information, staff wants you to pay attention to this section of the Unified Development Ordinance and either consider how it could affect your project or apply it at a later date when it becomes relevant.
- **Red:** Your proposal does **not** meet the requirements for this section of the Unified Development Ordinances. **Red** comments will need to be addressed before staff can approve the project.
- Any "?" that seems out-of-place is a result of GeoCivix formatting issues. Staff will try to remove them as we see them; however, ignore any "?" that are incorrectly placed.

Stimmel Associates, PA ok
Luke Dickey
(336)7231067
ldickey@stimmelpa.com
10/24/23 3:49 PM
01.03) Rezoning-
Special Use District - 2

19. UDO 6.1 - Off-Street Parking & Loading

City of Winston-Salem
Nick Smith
336-747-7064
nicks@cityofws.org
11/1/23 2:49 PM
01.03a) PC Review - 3

Section 6.1.3: Design Standards for Parking Areas

1. Pedestrian Walkways

- o **Applicability**
- o **Pedestrian Walkway:** All of these developments, when located with vehicular access onto a street classified as a sidewalk-designated collector, minor thoroughfare or major thoroughfare, shall provide a physically separated and unobstructed paved pedestrian walkway a minimum of five (5) feet in width between a principal building entrance and each sidewalk-designated public street.
 - **A connection to Winterhaven Lane is not required, as it is a private road.**
 - **?You are providing a sidewalk connection to Hillcrest Center Drive, a sidewalk-designated collector.**
 - **?However, the sidewalk connection to Hillcrest Center Drive needs to be "physically separated and unobstructed." Staff will need to see the crosswalk markings marked on the plan and the crosswalk will need to be at a higher grade than the MVSA, so as to be "physically separated."**

D. Markings and Traffic Control Devices

1. Delineation: The property owner shall delineate all required parking and loading spaces, specialized spaces, stacking lanes, disabled parking spaces, directional arrows, crosswalks, and maneuvering areas within parking areas using high contrast markings or other methods approved by the Director of Planning and Development Services, or a designee.

[Ver. 5] [Edited By Bryan Wilson]

<p>Stimmel Associates, PA Luke Dickey (336)7231067 ldickey@stimmelpa.com 10/24/23 3:52 PM 01.03) Rezoning- Special Use District - 2</p>	<p>Plan modified to show crosswalk and accessible ramps at drive through lane. Pedestrian connection provided to adjacent parcel. Parking space removed near dumpster in location of conflict with open gate.</p>
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21. UDO 6.2.1 - Landscaping & Tree Preservation Standards, Winston-Salem

City of Winston-Salem
Nick Smith
336-747-7064
nicks@cityofws.org
11/1/23 2:51 PM
01.03a) PC Review - 3

Section 6.2.1.C - Tree Preservation and Planting (Tree Save Area)

1. Required Type 1 TSA in Locations Off-Limits to Development
 - The minimum tree save area for new residential subdivisions, multifamily development, and nonresidential development which requires a grading permit shall be ten percent (10%) of the development site, except where less than ten percent (10%) of the development site exists in trees all existing trees must be saved.
 - **Less than 10% of the site has trees that are large enough to meet the TSA definitions, so all existing trees that meet the TSA definitions must be saved.**
 - **Show these trees on your site plan.**
 - Ten percent (10%) of any existing developed area being redeveloped shall be saved for TSA credit. This tree save area shall be in the form of areas off-limits to development.
2. Tree Planting Requirements for Multifamily and Non-Residential Development
 - On multifamily and nonresidential development sites where less than ten percent (10%) of a development site contains trees preserved in accordance with Section 6.2.1C.2.d, Required Type 1 Tree Save Area in Locations Off-Limits to Development, **supplementary** new large variety tree plantings in accordance with Section 6.2.1J, Suggested Plant Materials List, and Section 6.2.1D.2.c, Number and Spacing of Trees, shall be required until the minimum tree save area requirements of the development site have been met.
 - **?New trees are supplementary to the existing trees that are large enough to be saved.**

[Ver. 4] [Edited By Bryan Wilson]

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(336)7231067
ldickey@stimmelpa.com
10/24/23 3:53 PM
01.03) Rezoning-
Special Use District - 2

No existing trees on site to meet TSA requirements. New supplemental trees shall be planted to meet TSA requirements.

22. UDO 6.2.1 - Landscaping & Tree Preservation Standards, Winston-Salem

City of Winston-Salem
Nick Smith
336-747-7064
nicks@cityofws.org
11/1/23 2:51 PM
01.03a) PC Review - 3

Section 6.2.1.D.2 - Streetyards

A landscaped streetyard shall be required for all motor vehicle surface areas located within one hundred (100) feet of a street right-of-way or vehicular right-of-way, including controlled access highways, whether or not it may provide access to the site, unless separated by an intervening building.

- **You have streetyards along Hillcrest Center Drive and S. Stratford Road.**
- **You need a streetyard along Winterhaven Lane, as it is a private access road.**

Streetyard Width

- **Minimum streetyard width is ten (10) feet, and shall be measured**

perpendicular to the street right-of-way.

- The streetyard shall be positioned between the motor vehicle surface area and street right-of-way.

Number & Spacing of Trees

- All streetyards must contain at least one (1) tree.
- Each streetyard shall contain a minimum of two (2) deciduous or evergreen large variety trees per one hundred (100) linear feet, excluding points of motor vehicle ingress or egress.
 - **278' of frontage along S. Stratford Road, which requires six (6) large variety trees. You are showing five.**
 - **291' of frontage along Hillcrest Drive, which requires six (6) large variety trees. You are showing five.**
 - **273' of frontage along Winterhaven Lane, which requires six (6) large variety trees. You are showing five.**
- Required trees must be a minimum of eight (8) feet in height at installation and shall be at least two (2) inches in diameter measured six (6) inches above ground level.
- Where two (2) or more streetyard trees are required, all trees shall be planted with the center of the main trunks twenty (20) to seventy-five (75) feet apart.
- Existing deciduous trees located in the abutting street right-of-way may be used to satisfy the distribution requirements in this section.
- Small or medium variety trees may be used where overhead utility lines exist in accordance with Section 6.2.1B.10, Overhead Utility Lines.
 - **Your streetyard along S. Stratford Road is within the 25' bufferzone of the overhead utility lines. Small Variety trees will be required.**

Other Streetyard Components

In addition to required trees, the landowner or developer shall use one of the following, or a combination thereof, to satisfy streetyard requirements:

- **Natural Shrubs**
 - Streetyard shrubs must be a minimum of eighteen (18) inches in height at installation, with a minimum height of thirty-six (36) inches within three (3) years after installation.
 - Shrubs must be a locally adapted species which retain foliage to within six (6) inches above ground level.
 - Shrubs shall be spaced no more than eighteen (18) inches, edge to edge.
 - No more than thirty percent (30%) of streetyard shrubs shall be deciduous.

[Ver. 3] [Edited By Bryan Wilson]

Stimmel Associates, PA Streetyard trees revised per comments

Luke Dickey
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ldickey@stimmelpa.com

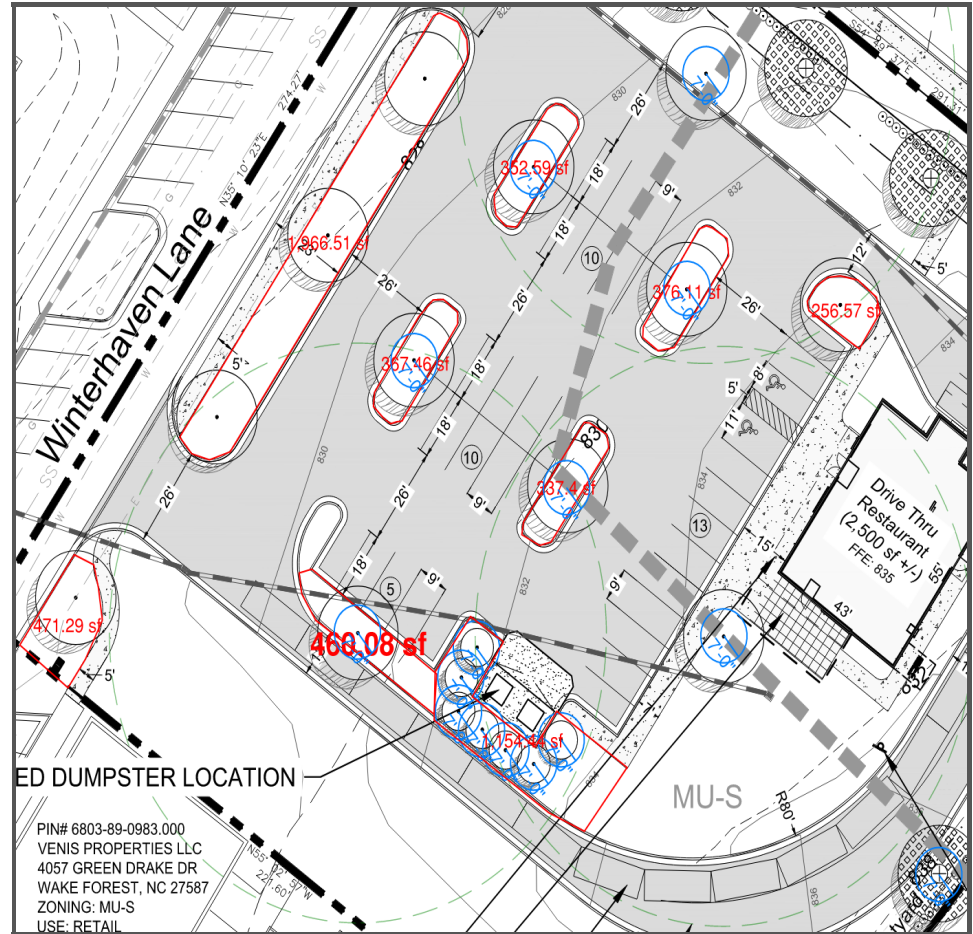
10/24/23 3:54 PM

01.03) Rezoning-
Special Use District - 2

24. UDO 6.2.1 - Landscaping & Tree Preservation Standards, Winston-Salem

Section 6.2.1.D.3 - Interior Motor Vehicle Surface Area (MVSA) Plantings

The screenshot below highlights some issues with the planting areas. Red is areas that are too small and Blue are trees that don't have the required 7' radius of planting area. Other issues may arise based on your issue resolution site plan, so don't believe these are the only issues I may find.



Ratio

- One large variety tree shall be used for every five thousand (5,000) square feet of MVSA.
 - **31,032 sqft of MVSA = seven (7) large variety trees.**
- **Overhead Utility Lines:** One small or medium variety deciduous or evergreen tree shall be required for every two thousand five hundred (2,500) square feet of MVSA where overhead utility lines exist in accordance with Section 6.2.1B.10, Overhead Utility Lines.
 - **Provide measurements for areas that fall within the overhead utility line buffer.**

[Ver. 3] [Edited By Bryan Wilson]

Stimmel Associates, PA Trees meeting MSVA requirements updated and shown on plan.

Luke Dickey

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ldickey@stimmelpa.com

10/24/23 3:54 PM

01.03) Rezoning-

Special Use District - 2