



# W-3453 Shrewsbury Apartments (Special Use Rezoning)



Bryce A. Stuart Municipal Building  
100 East First Street, Suite 225  
Winston-Salem, NC 27101  
Fax: 336-748-3163

Phone: 336-747-7065

City of W-S Planning

Harris Gupton  
Gupton & Webb, P.A.  
P.O. Box 1070  
King, NC 27021

Project Name: W-3453 Shrewsbury Apartments (Special Use Rezoning)  
Jurisdiction: City of Winston-Salem  
ProjectID: 399855

Wednesday, July 22, 2020

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: 27

### Engineering

#### General Issues

#### 34. Driveway Permit required

City of Winston-Salem  
Ryan Newcomb  
3367278063  
[ryanncn@cityofws.org](mailto:ryanncn@cityofws.org)  
7/15/20 3:32 PM  
01.03) Rezoning-

Special Use District - 4

A City driveway permit will be required for the proposed access point onto University Pkwy. The access will need to be a heavy duty concrete apron to support dumpster pickup traffic (8" 4,000 psi concrete over 6" compacted ABC). The concrete apron shall extend from the edge of pavement on University Pkwy to the right-of-way line. The driveway permit must be issued prior to issuance of a grading permit (if required).

University Pkwy is a state road. A driveway permit will be required from NCDOT.

### Erosion Control

#### General Issues

#### 28. Erosion Control Plan Needed

**City of Winston-Salem**  
Matthew Osborne  
336-747-7453  
[matthewo@cityofws.org](mailto:matthewo@cityofws.org)  
7/9/20 9:15 AM  
01.03) Rezoning-  
Special Use District - 4

If the proposed project creates more than 10,000 sq. feet of land disturbance, an Erosion Control/Grading Permit will be required prior to the start of work. In order to obtain this permit you must submit a professionally designed Erosion and Sedimentation 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 at the following link: <https://winston-salem.idtplans.com/secure/>

### 29. Erosion Control Plan Review to NCDEQ - DEMLR

**City of Winston-Salem**  
Matthew Osborne  
336-747-7453  
[matthewo@cityofws.org](mailto:matthewo@cityofws.org)  
7/9/20 9:15 AM  
01.03) Rezoning-  
Special Use District - 4

If this project will use any public funds then Erosion Control Plan approval will need to be completed through NCDEQ - DEMLR. The contact for NCDEQ - DEMLR at the Winston-Salem Regional Office is Tamera Eplin (336-776-9800).

### 30. DWR 401 or USACE 404 Permits Needed

**City of Winston-Salem**  
Matthew Osborne  
336-747-7453  
[matthewo@cityofws.org](mailto:matthewo@cityofws.org)  
7/9/20 9:15 AM  
01.03) Rezoning-  
Special Use District - 4

Stream channel and/or wetland impacts are shown on this plan. US Army Corp of Engineers 404 and/or North Carolina Department of Environmental Quality - Division of Water Resources 401 permits may be required for these stream channel/wetland impacts. If these permits are required a Grading/Erosion Control Permit will not be issued until copies of these permits are provided. Please contact Sue Homewood with NCDEQ - DWR (336-776-9800) to determine if either of these permits will be required for this project.

## Fire/Life Safety

### General Issues

### 31. Notes

**City of Winston-Salem**  
(Fire)  
Douglas Coble  
(336) 734-1290  
[douglasc@cityofwsfire.org](mailto:douglasc@cityofwsfire.org)  
7/9/20 9:44 AM  
01.03) Rezoning-Special  
Use District - 4

Provide location of FDC within 100' of hydrant.

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. Refer to Section 507 of the 2018 NC Fire Code for further information. Approved calculation methods include the following options:

- 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>).

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.

## MapForsyth Addressing Team

### General Issues

### 51. Addressing & Street Naming

Forsyth County

Government

Gloria Alford

3367032337

[alfordgd@forsyth.cc](mailto:alfordgd@forsyth.cc)

7/19/20 11:12 PM

01.03) Rezoning-

Special Use District - 4

ROAD NAMES APPROVED ARE SHREWSBURY LN AND SHREWSBURY CT.

## NCDOT

### General Issues

#### 52. NCDOT Comments

NCDOT Division 9

Victoria Kildea

336-747-7900

[vrkildea@ncdot.gov](mailto:vrkildea@ncdot.gov)

7/20/20 8:58 AM

01.03) Rezoning-

Special Use District - 4

- Driveway permit would be required.
- Encroachment agreement would be required for any utility ties that need to be made within the right of way.
- Widening would be required at this location, and provide a left turn lane with 50' of storage as well as a right turn lane with 50' of storage.

## Planning

### General Issues

#### 32. Historic Resources

City of Winston-Salem

No comments

Heather Bratland

336-727-8000

[heatherb@cityofws.org](mailto:heatherb@cityofws.org)

7/9/20 10:46 AM

01.03) Rezoning-

Special Use District - 4

#### 36. Design

City of Winston-Salem

Gary Roberts

336-747-7069

[garyr@cityofws.org](mailto:garyr@cityofws.org)

7/16/20 9:08 AM

01.03) Rezoning-

Special Use District - 4

Request is consistent with the *North Suburban Area Plan*. Regarding the site plan: provide a lateral sidewalk connection along the driveway to University Parkway right-of-way; provide **one** number for the site acreage - currently there are 4 different numbers; if bufferyard adjacent to the LB lot is on LB lot, show bufferyard easement; bufferyard may be required along driveway as well; sign may not be allowed on LB site unless an easement is provided; within the remaining LB portion, remove shading and northern bufferyard; list all residential uses not just multifamily (sf, twinhome, duplex, townhouse and mf in UDO terminology); within the building pads rather than { 905.00} on each home site, just put 905 FFE on each pad for improved plan readability; and is the dumpster accessible?

[01 C1.0 SITE PLAN.REV.pdf \[46 redlines\]](#) (Page 1)

2. COUNCIL MEMBER CONTACT **B**

<p><a href="#">City of Winston-Salem</a>          Bryan Wilson          336-747-7042  <a href="mailto:bryandw@cityofws.org">bryandw@cityofws.org</a>          6/30/20 10:23 AM          Pre-Submittal Workflow -          3</p>	<p>PLEASE ENSURE THAT YOU HAVE CONTACTED YOUR APPROPRIATE COUNCIL MEMBER PRIOR TO ARRANGING THE NEIGHBORHOOD MEETING. THIS MEETING IS TO TAKE PLACE BEFORE THE PLANNING BOARD PUBLIC HEARING.</p>
<p><a href="#">Gupton &amp; Webb, P.A.</a>          Harris Gupton          336-985-6519  <a href="mailto:guptonpa@guptonco.com">guptonpa@guptonco.com</a>          7/6/20 9:43 AM          Pre-Submittal Workflow -          3</p>	<p>Understood.</p>

**20-7.10-Revised SITE Shrewsbury.pdf ( Interdepartmental Review).pdf [19 redlines] (Page 1)**

**37. Text Box B**

<p><a href="#">City of Winston-Salem</a>          Bryan Wilson          336-747-7042  <a href="mailto:bryandw@cityofws.org">bryandw@cityofws.org</a>          7/16/20 10:43 AM          01.03) Rezoning-          Special Use District - 4</p>	<p>Remove calls around LB portion. Fix label for LB portion. Clearly label that it is not a part of the request and take off "future development". Take of shading,topo, bufferyards and 50' setback line in LB portion.</p>
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**38. Text Box B**

<p><a href="#">City of Winston-Salem</a>          Bryan Wilson          336-747-7042  <a href="mailto:bryandw@cityofws.org">bryandw@cityofws.org</a>          7/16/20 10:43 AM          01.03) Rezoning-          Special Use District - 4</p>	<p>This calc is backwards.</p>
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**39. Text Box B**

<p><a href="#">City of Winston-Salem</a>          Bryan Wilson          336-747-7042  <a href="mailto:bryandw@cityofws.org">bryandw@cityofws.org</a>          7/16/20 10:43 AM          01.03) Rezoning-          Special Use District - 4</p>	<p>Reconcile all site acreage calculations and ensure they match the partial lot description in the request.</p>
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**40. Callout B**

<p><a href="#">City of Winston-Salem</a>          Bryan Wilson          336-747-7042  <a href="mailto:bryandw@cityofws.org">bryandw@cityofws.org</a>          7/16/20 10:43 AM          01.03) Rezoning-          Special Use District - 4</p>	<p>Suggest putting your sign on the RM8-S proposed site so no easement is required.</p>
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**41. Text Box B**

City of Winston-Salem Drive width is only required to be 26' where it is behind parking. Otherwise it is 20' minimum. Use additional width to show a sidewalk connection to University.  
Bryan Wilson  
336-747-7042  
[bryandw@cityofws.org](mailto:bryandw@cityofws.org)  
7/16/20 10:43 AM  
01.03) Rezoning-  
Special Use District - 4

**42. Text Box B**

City of Winston-Salem Cannot grade in TSA areas.  
Bryan Wilson  
336-747-7042  
[bryandw@cityofws.org](mailto:bryandw@cityofws.org)  
7/16/20 10:43 AM  
01.03) Rezoning-  
Special Use District - 4

**43. Text Box B**

City of Winston-Salem Reconcile tree save legend with what is shown on the plan. Are you using existing trees or planting new ones? this needs to be demonstrated in the table and on the plan.  
Bryan Wilson  
336-747-7042  
[bryandw@cityofws.org](mailto:bryandw@cityofws.org)  
7/16/20 10:43 AM  
01.03) Rezoning-  
Special Use District - 4

**44. Text Box B**

City of Winston-Salem Per Stormwater label type of stormwater devices  
Bryan Wilson  
336-747-7042  
[bryandw@cityofws.org](mailto:bryandw@cityofws.org)  
7/16/20 10:45 AM  
01.03) Rezoning-  
Special Use District - 4

**45. Text Box B**

City of Winston-Salem What is the width of this throat? Is there an adequate turning radius here?  
Bryan Wilson  
336-747-7042  
[bryandw@cityofws.org](mailto:bryandw@cityofws.org)  
7/16/20 10:49 AM  
01.03) Rezoning-  
Special Use District - 4

**46. Text Box B**

City of Winston-Salem Residential Building, Multifamily; Residential Building, Duplex; Residential Building, Multifamily; Residential Building, Twin Home; Residential Building, Townhouse per revised application  
Bryan Wilson  
336-747-7042  
[bryandw@cityofws.org](mailto:bryandw@cityofws.org) [Ver. 3] [Edited By Bryan Wilson]  
7/22/20 11:06 AM  
01.03) Rezoning-  
Special Use District - 4

**54. Text Box B**

City of Winston-Salem Requested Uses  
Bryan Wilson  
336-747-7042  
bryandw@cityofws.org  
7/22/20 11:06 AM  
01.03) Rezoning-  
Special Use District - 4

## Sanitation

[20-7.10-Revised SITE Shrewsbury.pdf \( Interdepartmental Review\).pdf \[19 redlines\]](#)

### 53. Bulk Container Information

City of Winston-Salem Location is fine for bulk container.

Jennifer Chrysson  
336-727-8000  
jennifer@cityofws.org  
7/20/20 9:48 AM  
01.03) Rezoning-  
Special Use District - 4

**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.

## Stormwater

### General Issues

### 27. Stormwater Management Permit Required

City of Winston-Salem  
Joe Fogarty  
336-747-6961  
josephf@cityofws.org  
7/8/20 4:34 PM  
01.03) Rezoning-  
Special Use District - 4

This development will be required to apply for and be issued with a Post Construction Stormwater Management permit that is in compliance with the applicable provisions of The City of Winston-Salem's Post Construction Stormwater Management ordinance. The site as shown exceeds 24% built upon and is therefore considered a high density development under the water quality provisions of the ordinance. This requires that the first inch of runoff from the development be managed in an approved Stormwater management system. The development will also create more than 20,000 sq.ft. of net new impervious area and therefore the quantity provisions of the ordinance will also apply. These require management in an approved Stormwater management system of the post developed peak runoff rates for the 2, 10 and 25 year storm events of minimum 6 hour duration to at, or below the pre developed rates and also management by storage in the system of the increase in the 25 year volume increase from the pre developed to the post developed condition and release of this volume over a 2 to 5 day period. The permit process requires that the developer provide to the City a non-refundable financial surety equal to 4% of the construction cost of the Stormwater management system and also that they have approved by the City an Operation and Maintenance Agreement before having it recorded at The Forsyth County Register of Deeds office.

## Stormwater Management

[01 - SITE PLAN.pdf \(NOT for review\).pdf \[4 redlines\]](#) (Page 1)

### 26. Text Box B

City of Winston-Salem Joe Fogarty  
336-747-6961  
josephf@cityofws.org  
7/8/20 4:28 PM  
01.03) Rezoning-  
Special Use District - 4

State what type of SCM's these are intended to be. The Planning Board usually like to know this

## Utilities

### General Issues

#### 33. Utilities General Comments.

City of Winston-Salem Raymond Catron  
336-727-8000  
rayc@cityofws.org  
7/9/20 10:56 AM  
01.03) Rezoning-  
Special Use District - 4

Water/sewer interior to the site will be private. WM purchased through City of Winston. Backflow preventer required on all water connections matching the meter size. System development fees due at time of meter purchase.

## WSDOT

### General Issues

#### 35. General Comments

City of Winston-Salem David Avalos  
336-727-8000  
davida@cityofws.org  
7/15/20 3:38 PM  
01.03) Rezoning-  
Special Use District - 4

Right of way dedication of 75' from center is required. 6' sidewalk will be required at the back of curb along entire frontage.

## Zoning

### General Issues

#### 49. Zoning

City of Winston-Salem

Elizabeth Colyer

336-747-7427

[elizabethrc@cityofws.org](mailto:elizabethrc@cityofws.org)

7/16/20 3:49 PM

01.03) Rezoning-Special

Use District - 4

Zoning:

Multifamily 2 bedroom units must have 0.125 bicycle spaces per dwelling unit in the development; 2 space minimum per building, 20 space maximum per development. Label the location and number of the bicycle spaces on the site plan and update the site plan legend.

Label the width of all proposed drive aisles and driveways. The dumpster drive aisle width is not provided. Two-way traffic drive aisles must be 20' wide, at minimum.

Provide a physically separated and unobstructed paved pedestrian walkway a minimum of five (5) feet in width between a principal building entrance to the existing sidewalk on University Pkwy.

See Table 6.1.3.G: Sidewalk Treatments for parking spaces that abuts a sidewalk, 1 of the 3 options must be used. Label the width of proposed sidewalks where there is proposed parking abutting a sidewalk on the site plan.

Proposed dumpsters must be screened per UDO ClearCode 6.2.1.F OUTDOOR STORAGE AREA SCREENING STANDARDS.

Any proposed exterior lighting must meet the standards of UDO ClearCode Section 6.6.

Landscaping:

The Tree Save Area legend and the site plan are in conflict, please correct. The site plan should demonstrate what is proposed in the Tree Save Area legend.

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. The submitted site plan may have the Streetyard labelled as a 10' Type I bufferyard.

A minimum three and one-half (3.5) foot wide landscaped area shall be provided between any parking area and building wall providing access into the unit(s). Provide MVSA calculations (UDO ClearCode 6.2.1.D INTERIOR MOTOR VEHICLE SURFACE AREA PLANTINGS).

Demonstrate on the site plan that all parking spaces are within 75' of a large variety tree.

A small portion of the required 20' Type II bufferyard is missing along the property line in the northeastern corner that abuts the parcel zoned LB. Required bufferyard plantings shall not be installed on cut or fill slopes with slope ratios greater than two-to-one (2:1).

Where bufferyards include any part of a cut slope greater than ten (10) feet in height, grading for such cut slope shall not encroach closer than ten (10) feet to the property line.