

**VILLAGE OF CLEMMONS PLANNING BOARD DRAFT  
STAFF REPORT**

<b>PETITION INFORMATION</b>			
<b>Docket #</b>	C-206		
<b>Staff</b>	Megan Ledbetter		
<b>Petitioner(s)</b>	RPPK, LLC		
<b>Owner(s)</b>	Salem Center		
<b>Subject Property</b>	Tax Block 4207 Lot 514 PIN# 5882-88-6858		
<b>Type of Request</b>	Special Use Zoning District 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 (Professional Office, Office Miscellaneous) <b>to</b> LO-S Limited Office-Special Use. The petitioner is requesting the following uses:</p> <ul style="list-style-type: none"> <li>• Professional Office</li> <li>• Office, Miscellaneous</li> </ul> <p><b>NOTE:</b> Both general and special use district zoning were discussed with the petitioner(s) who decided to pursue the rezoning as presented. With a General use, all uses in the District must be considered.</p>		
<b>Zoning District Purpose Statement</b>	<p>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.</p>		
<b>Applicable Rezoning Consideration from Chapter B, Article VI, Section 6-2.1(S)</b>	<p><b>(S)(1) - Is the proposal consistent with the purpose statement(s) of the requested zoning district(s)?</b></p> <p>YES</p>		
<b>GENERAL SITE INFORMATION</b>			
<b>Location</b>	The site is located on the north side of Hwy 158/Clemmons Road west of the Lewisville-Clemmons Road/Middlebrook/Hwy 158 intersection		
<b>Jurisdiction</b>	Village of Clemmons		
<b>Site Acreage</b>	± 1.305 acres		
<b>Current Land Use</b>	Vacant parcel		
<b>Surrounding</b>	<b>Direction</b>	<b>Zoning District</b>	<b>Use</b>

<b>Property Zoning and Use</b>	N	RS-15	Single Family Residential	
	E	LO-S	Professional Office	
	S	LO-S	Professional Office	
	W	RS15	Single Family Residential	
<b>Applicable Rezoning Consideration from Chapter B, Article VI, Section 6-2.1(S)</b>	<b>(S)(2) - Is/are the use(s) permitted under the proposed classification/request compatible with uses permitted on other properties in the vicinity?</b>			
	YES, the proposed use(s), professional offices, medical surgical office and office, miscellaneous are permitted under the Limited Office (LO) zoning classification (under table B.2.6, permitted uses) and is compatible with the other properties in the vicinity.			
<b>Physical Characteristics</b>	The subject site is vacant with frontage along Hwy 158/Clemmons Road and access from Littlebrook. The site has relatively flat topography.			
<b>Proximity to Water and Sewer</b>	Public water and sewer are available.			
<b>Stormwater/ Drainage</b>	<ul style="list-style-type: none"> <li>• Obtain Stormwater Management and Occupancy permits</li> </ul>			
<b>Watershed and Overlay Districts</b>	The site is located in the Yadkin River Direct Drainage Area, a WS-IV-PA water supply watershed.			
<b>Historic, Natural Heritage and/or Farmland Inventories</b>	n/a			
<b>Analysis of General Site Information</b>	The subject property is already zoned LO-S from a prior case approval in 1998. The site plan has expired however, the zoning is vested. The proposed additional office building placed on site will front Hwy 158/Clemmons Road; however the access to the building will be located off a new public street.			
<b>Generalized Recommended Conditions</b>	<b><u>BRIEF DESCRIPTION OF CONDITION(S):</u></b> <ul style="list-style-type: none"> <li>• OBTAIN A STORWATER MANAGEMENT AND OCCUPANCY PERMIT</li> <li>• OBTAIN A GRADING PERMIT</li> </ul>			
<b>SITE ACCESS AND TRANSPORTATION INFORMATION</b>				
<b>Street Name</b>	<b>Classification</b>	<b>Frontage</b>	<b>ADT Count</b>	<b>Capacity/LOS D</b>
Littlebrook Drive	Local Street	83'	n/a	n/a
Hwy 158/Clemmons Road	Major Thoroughfare	470'	15000	17700/LOS A
<b>Proposed Access Point(s)</b>	One (1) access point off a newly created public street.			

<b>Planned Road Improvements</b>	The 2003 Winston-Salem Urban Area Needs Assessment Report shows a need for a three-lane divided section along this portion of the Hwy 158 Corridor. However, it is not an approved Transportation Improvement Project.				
<b>Trip Generation - Existing/Proposed</b>	<u>Existing</u> -Vacant property <u>Proposed</u> - LO-S 7000sf /1000 x 11.57(Single Tenant Office Trip Rate) = 80 Trips per Day				
<b>Sidewalks</b>	The existing site does not provide sidewalk circulation. The proposed site plan sites a 5 foot sidewalk along the frontage of Hwy 158/Clemmons Road and a lateral connection to the building.				
<b>Transit</b>	The subject site does not have any existing or proposed transit routes.				
<b>Traffic Impact Study (TIS)</b>	A traffic impact study is not required				
<b>Analysis of Site Access and Transportation Information</b>	Access to the current configuration of Littlebrook Drive provides site distance issues. However, the petitioner has agreed to realign Littlebrook Drive in order to provide a “t-intersection” at Littlebrook and Hwy 158. NCDOT will require a right slip lane with the approval of the NCDOT driveway permit.				
<b>Generalized Recommended Conditions</b>	<p><b><u>BRIEF DESCRIPTION OF CONDITION(S):</u></b></p> <ul style="list-style-type: none"> <li>• SIDEWALK ALONG HIGHWAY 158 WITH A LATERAL CONNECTION TO THE BUILDING FRONTAGE</li> <li>• DRIVEWAY PERMIT ISSUED BY THE VILLAGE OF CLEMMONS</li> <li>• DRIVEWAY PERMIT REQUIRED BY NCDOT</li> <li>• RECORD NEGATIVE ACCESS EASEMENT</li> <li>• RIGHT-OF-WAY DEDICATION</li> </ul>				
<b>SCHOOL DISTRICT INFORMATION</b>					
<b>Schools Serving Zoning Site</b>	<b>Project Students From Project</b>	<b>2007-2008 Enrolled Students</b>	<b>2007-2008 Projected Students w/ Accumulated Totals</b>	<b>School Capacity</b>	<b>Number of Mobile Classrooms on Site</b>
Clemmons Elementary	n/a	n/a	n/a	n/a	n/a
Clemmons Middle	n/a	n/a	n/a	n/a	n/a
West Forsyth High School	n/a	n/a	n/a	n/a	n/a
<b>School System Remarks and Analysis</b>	n/a				
<b>CONFORMITY TO PLANS AND PLANNING ISSUES</b>					
<b>Legacy GMA</b>	Town Center (GMA 1)				
<b>Relevant Legacy Recommendations</b>	<ul style="list-style-type: none"> <li>• Legacy recommends concentrating highest densities and mixed use development in the city/town centers. Retail and office buildings should be near the street and sidewalk to provide the</li> </ul>				

	<p>opportunity for pedestrian traffic. Parking should be located to the rear or sides of the building. <i>Legacy</i> encourages redevelopment and reuse of existing sites and buildings that are visually compatible with the surrounding area. More specifically, <i>Legacy</i> recommends creating compact, walkable, mixed-use development of infill sites that are already in a town center with public sewer, good roads and other urban services in order to preserve the open space we have left in Forsyth County. The <i>Clemmons Community Compass</i> denotes this area as Village Scale Office/Retail. This area is intended to maintain the historic scale of development on Highway 158. Village-scale office and civic uses are appropriate in this corridor. Secondary uses include smaller commercial uses such as corner markets, small restaurants, personal service shops, gift shops, and similar small retail uses. Buildings within this corridor shall not exceed two-stories and building should front the road with parking to the side and rear. Pedestrian access should be provided along the corridor and enhanced landscape and tree preservation should be maintain this as a “green corridor.”</p>
<p><b>Relevant Area Plan(s)</b></p>	<p><i>Clemmons Community Compass (2010)</i></p>
<p><b>Area Plan Recommendations</b></p>	<p>Within the <i>Clemmons Community Compass (2010)</i> the Highway 158 streetscape guidelines are noted. The site is located in within the Old Clemmons District in the <i>US Hwy 158 Corridor District</i>. Preferred land use includes RS, NO, LO, and LB. The Old Clemmons District character includes a mixture of residential scale offices and low-intensity specialty shops designed to complement the historic scale and character of older homes in the area. properties The <i>US 158 Corridor</i> also recommends only 1/3 of the total parking facing Hwy 158, a maximum of 2 ½ stories in building height, building materials of brick, stone, or wood with a shingle roof, and delineation between ground/upper levels with the use of cornices, canopies, a balcony, or arcade. The front façade should enhance the pedestrian environment with the use of features, such as porches, columns and cornices. Furthermore, buildings, new and old which promote a sense of human scale should be built and/or preserved. The architectural design section of the <i>US 158 Corridor District</i>, which requests that all new structures shall be village-like in character and similar to existing structures in terms of bulk, scale, orientation, massing, major divisions or rhythms in the façade, and the proportion and relationship of windows and doors to the total surface.</p>
<p><b>Thoroughfare Plan Information</b></p>	<p>n/a</p>
<p><b>Greenway Plan Information</b></p>	<p>The subject site is not a designated greenway site.</p>

<b>Other Applicable Plans and Planning Issues</b>	n/a					
<b>Applicable Rezoning Consideration from Chapter B, Article VI, Section 6-2.1(S)</b>	<b>(S)(3) - Have changing conditions substantially affected the area in the petition?</b>					
	No					
	<b>(S)(4) - Is the requested action in conformance with <i>Legacy</i>?</b>					
Yes						
<b>Analysis of Conformity to Plans and Planning Issues</b>	<p>The subject request was originally approved by the Village of Clemmons, C-065 in 1997 from RS-15 to LO-S and then later, C-071 from LO-S to LO-S in 1998. The rezoning request is to reconfigure the site plan. The zoning for this site is vested; however, the site plan and permitted uses have expired. The originally approved site plan for this parcel consisted of a building over 15,000 square feet, while this proposal is only requesting 7,000 square feet of total building. The petitioner has submitted the building footprint to the midpoint of the parcel in order to provide a “main street feel” along HWY 158 and to meet the intent of the <i>Highway 158 Design Guidelines</i> with the proposed parking configuration. The petitioner has provided a sidewalk along the frontage of the subject site (with a lateral connection to the building) stubbed at the property lines. The realignment of Littlebrook Drive will rectify site distance issues at the intersection of Littlebrook and Hwy 158 and will also provide the Village of Clemmons with the property abutting Hwy 158 for a minor beautification project in the future. The site provides landscaping to buffer the parking fronting Hwy 158/Clemmons Road.</p>					
<b>RELEVANT ZONING HISTORIES</b>						
Case	Request	Decision & Date	Direction from Site	Acreage	Recommendation	
					Staff	PB
C-071	RS-15/LO-S to LO-S	Approved 2-16-98	Site	1.305	Approval	Approval
C-59	RS-15 to LO-S	Approved 05.12.97	Directly east of the site	.81acres	Approval	Approval
C-53	RS-15 to LO-S	Approved 10.14.96	Approx. 614’ west of the site	2.24 Acres	Approval	Approval
C-52	RS-9 to RM-8-S	Approved 10.28.96	South of site	3.93 acres	Approval	Approval
<b>SITE PLAN COMPLIANCE WITH UDO REQUIREMENTS</b>						
Building Square Footage		Square Footage		Placement on Site		
		7000 sf.		Front of site-facing south		

<b>Parking</b>	<b>Required</b>	<b>Proposed</b>	<b>Layout</b>
	20	52	Flanking both side of the building and to the rear.
<b>Building Height</b>	<b>Maximum</b>		<b>Proposed</b>
	40		Approx. 27'
<b>Impervious Coverage</b>	<b>Maximum</b>		<b>Proposed</b>
	70%		42.52%
<b>UDO Sections Relevant to Subject Request</b>	Chapter B.2-1.3- (B) Chapter C-Article III Watershed Protection and Phase II Stormwater Quality Management Protection		
<b>Complies with Chapter B, Article VII, Section 7-5.3</b>	<b>(A) Legacy policies:</b>	Yes	
	<b>(B) Environmental Ord.</b>	Yes	
	<b>(C) Subdivision Regulations</b>	N/A	
<b>Analysis of Site Plan Compliance with UDO Requirements</b>	It is anticipated that a revised site plan will be submitted to comply with all UDO standards		
<b>REMAINING SITE PLAN ISSUES</b>			
<b>Issue</b>		<b>Status</b>	
Provide revised building elevations		<b>Awaiting submittal</b>	
<b>CONCLUSIONS TO ASSIST WITH RECOMMENDATION</b>			
<b>Positive Aspects of Proposal</b>		<b>Negative Aspects of Proposal</b>	
The site plan meets the intent of the <i>Clemmons Community Compass</i> by placing the new construction fronting Hwy 158		The proposed site provides excessive parking, however the petitioner will provide stormwater management onsite.	
The site plan provides sidewalks along Hwy 158			

**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 obtain a stormwater management permit from the Village of Clemmons Stormwater Administrator
- b. Developer shall receive a driveway permit from NCDOT and the Village of Clemmons; additional improvements may be required prior to issuance of permit.
- c. Developer shall receive a driveway permit from the Village of Clemmons Public Works Department

**PRIOR TO THE ISSUANCE OF BUILDING PERMITS:**

- a. Developer shall obtain a grading permit through the Winston-Salem/Forsyth County Department of Erosion Control.
- b. Developer shall survey and dedicate the proposed public right-of-way to the Village of Clemmons
- c. Developer shall record a final plat in the office of the Register of Deeds. Final Plat shall show proposed public street rights-of-way, building locations, and all access and utility easements, a negative access easement along the Hwy 158/Clemmons Road and public access and maintenance agreement for any sidewalks outside the public right-of-way.
- d. Developer shall submit a Utilities Plan to City/County Utilities for review
- e. The developer shall submit a photometric plan prepared by a qualified professional showing that the proposed lights shall not produce more than ½ foot candle of light at the property line.
- d. As verified by the Village Planning Staff, the developer shall adhere to the building Elevations as requested and reviewed.

**PRIOR TO THE ISSUANCE OF OCCUPANCY PERMITS:**

- a. Developer shall obtain a stormwater occupancy permit from the Village of Clemmons Stormwater Administrator
- b. Developer shall install a sidewalk along the frontage of Hwy 158/Clemmons Road with a lateral connection to the building.
- c. Developer shall remove existing asphalt from road realignment and seed the said areas
- d. Certification from a qualified professional must be submitted certifying that the lighting was installed in accordance with the approved plan.

**OTHER REQUIREMENTS:**

- a. Developer shall install Large Variety Trees as per UDO Chapter B Section 3-4.10 (A) in required streetyards, bufferyards and motor vehicle planting areas.

b. Monument/Ground Signs shall be limited to 5' in height and maximum square footage of 12 square feet.

**STAFF RECOMMENDATION: APPROVAL**

**NOTE:** These are **staff comments** only; final recommendations on projects are made by the Village of Clemmons 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.**