

**TECHNICAL REVIEW COMMITTEE  
PRELIMINARY COMMENTS AND/OR RECOMMENDED CONDITIONS**

**Note:** Village Planning staff is responsible for coordinating the Technical Review of Special Use Rezoning Requests; please contact the appropriate Department at the phone # indicated below if you have any questions about the comments or recommendations listed. Further, please note that additional information may be forthcoming from Departments that indicate “See Emailed Comments” or another similar phrase. A list of recommended conditions from this Technical Review Committee will be sent to you via fax generally by the end of the business day on Friday the week prior to the Planning Board Public Hearing.

**PROJECT CASE #:** C-247 **PARCEL PIN:** 5883-39-7339 & 5883-49-6486

**PROJECT TITLE/DESCRIPTION:** Harper Acres

**UDO:** RS-40 to RS-15-S

**NCDOT District 2: Sr. Assistant District Engineer, Randy Ogburn (336-747-7900)**

- No comments

**Winston-Salem/Forsyth County Inspections (Zoning), Elizabeth Colyer (336-727-2626) [elizabethrc@cityofws.org](mailto:elizabethrc@cityofws.org)**

- No comments

**Winston-Salem (Erosion Control/Floodplain Program Manager) Matthew Osborne (336-747-7453) [matthewo@cityofws.org](mailto:matthewo@cityofws.org)**

- If the proposed project creates more than 10,000 sq. ft. of land disturbance (20,000 sq. ft. of land disturbance for Single-Family Dwelling construction), 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/>
- There are regulated floodplain areas at the southeast limits of this proposed project. Be aware that any proposed development in the regulated floodplain area will require approval of a Floodplain Development Permit and compliance with Village of Clemmons UDO, Chapter C, Article II - Floodway and Flood Fringe Regulations. Please be mindful of this ordinance requirement as you continue with plans to develop this parcel. Application for a Floodplain Development Permit must be submitted through the electronic plan review portal as application type 04.04 Floodplain Development Permit at the following link: <https://winston-salem.idtplans.com/secure/>

**Clemmons Public Works/Stormwater, Wes Kimbrell (336-766-9170) [wkimbrell@clemmons.org](mailto:wkimbrell@clemmons.org)**

- See attached

**Clemmons Fire Jerry Brooks (336-766-4114)**

- See Forsyth County Fire comments

**Forsyth County Fire Scott Routh (336-703-2550) [routhcs@forsyth.cc](mailto:routhcs@forsyth.cc)**

- Disapproved
- Cul-De-Sac not large enough
- No water source identified to meet the required fire flow.

The following are general notes that may apply depending on the scope of the project. **All critical infrastructure including fire access roads and water will need to be in place prior to any vertical combustible construction.**

The code references located in parenthesis at the end each item come out of the 2018 NC Fire Code.

Ensure fire apparatus access roads are provided, designed, built and maintained in compliance with NC fire code requirements.

These requirements include but are not limited to the following items:

- Design, construction and maintenance of fire apparatus access roads to carry an imposed load of not less than 75,000 pounds. The roads shall be surfaced so as to provide all weather driving capabilities;(D102.1)(503.2.3)
- Clear width requirements of not less than 20 feet exclusive of shoulders (503.2.1);
- Where a fire hydrant is located on a fire access road the minimum width shall be 26 feet exclusive of shoulders (D103.1)
- Clear height requirements of not less than 13 feet, 6 in (503.2.1);

- For fire apparatus access roads when the dead-end length of the required access road is more than 150 feet an approved turn around must be provided; **(503.2.5)(D103.4)**
- Turn around must meet the design criteria of the fire code. **(D103.4)**

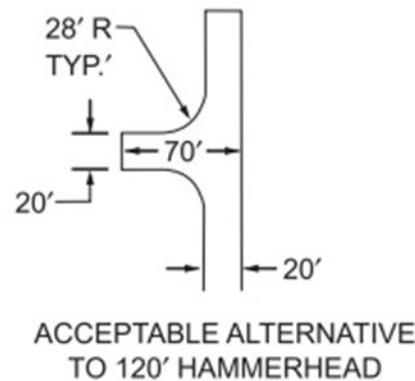
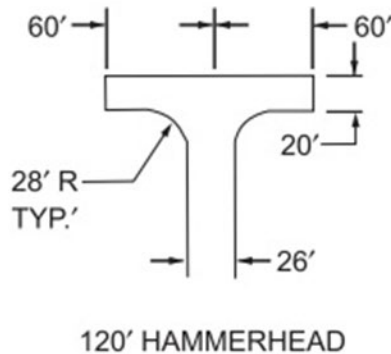
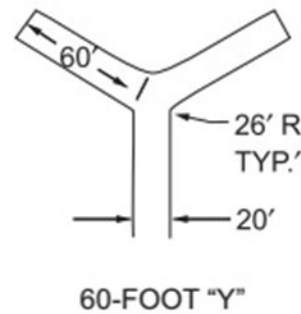
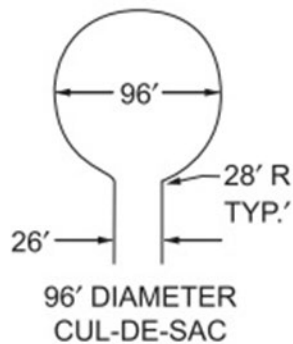


TABLE D103.4  
REQUIREMENTS FOR DEAD-END FIRE  
APPARATUS ACCESS ROADS

WIDTH (feet)	TURNAROUNDS REQUIRED
20	None required
20	120-foot Hammerhead, 60-foot "Y" or 96-foot-diameter cul-de-sac in accordance with Figure D103.1
26	120-foot Hammerhead, 60-foot "Y" or 96-foot-diameter cul-de-sac in accordance with Figure D103.1
	Special approval required

NOT = 304.8 mm.

- Bridges and elevated surfaces that are part of the fire apparatus access road shall be constructed in accordance with AASHTO HB-17 and shall be designed for a live load sufficient to carry the imposed load of fire apparatus; **(503.2.6)**
- Fire apparatus access road grade shall not exceed 10%; **(D103.2)**
- An approved water supply capable of supplying the required fire flow for fire protection shall be provided. **(507.1)**
- Types of water supply shall consist of reservoirs, pressure tanks, elevated tanks, water mains, or other fixed systems capable of providing required fire flow. **(507.2)**

- 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. Fire flow requirements for buildings and facilities shall be determined by the ISO Fire Suppression Rating Schedule, NFPA 1142, Appendix B or other approved method. (Below is Appendix B requirements to assist) **(507.3)** If water is unavailable to your site, you can contact our office if you have questions and the options available can be discussed. **336-703-2550**

**For one or two family dwellings** (Appendix B table B105.1 (1))

0-3600 square Feet- 1000 GPM for 1 hour

3601 or greater square feet- Values in Table B105.1(2)

**Type V-B Construction- (B105.1(2))**

0-3600 Square feet- 1500 GPM for 2 hours

3601- 4800 Square feet- 1750 GPM for 2 hours

4801- 6200 Square feet- 2000 GPM for 2 hours

For larger square footage, please contact our office 336-703-2550. Also note that if sprinklers are installed a reduction in the required fire flow can be applied to the project.

- Indicate locations of fire hydrants if applicable (existing and proposed) to demonstrate compliance with fire code section **507.5**.
- For the minimum number of hydrants and required spacing please refer to table **C102.1**;
- If you have to install fire hydrants, notify our office once they are installed so that a acceptance test can be witnessed. **(507.4)**

The Construction Document submission for this project has been reviewed for compliance with the North Carolina Fire Code (NCFC), and other portions of the Codes as appropriate for the project.

**The designer is responsible for full compliance with all requirements of the Code, referenced Standards, and other criteria legally applicable to this project.** While our reviews are intended to be thorough and accurate, they do not include all aspects of the Code, nor do they relieve the need for designers to thoroughly check their plans for Code compliance before submittal.

Any subsequent Addenda, Change Orders, selection of Alternates, or other actions that may have any possible bearing on Code Compliance or fire/life safety-related features must be re-submitted to us for review and approval, in accordance with General Statutes.

**Winston-Salem/Forsyth County Utilities, Chris Jones (336-747-7499) [charlesj@cityofws.org](mailto:charlesj@cityofws.org)**

- Submit water/sewer extension plans to utilities plan review for permitting/approval. Water Meters purchased through COWS.

System development fees for water and sewer will be due at the time of meter purchase. Sewer in Cul-de-sac will need to extend farther north to serve Lots 76 and 77. Maximum length of a sewer connection from main to CO is 75'. Water connection to amenity will need a RPA Backflow preventer. If a pool is installed, it must drain to atmosphere, not sanitary sewer.

**Clemmons Planning, Nasser Rahimzadeh (336-766-7511) nasser@clemmons.org**

- Please note on the typical lot layout B.2-5.58(H)(2)(a) off-street parking...Off-street parking shall be provided in compliance with Section B.3-3, except that the parking requirements may be met through group parking located on commonly owned land. Additionally, any required parking spaces located between the fronts of residential buildings and public rights-of-way or private access easements shall be at least twenty (20) feet in depth and shown on the PRD site plan. In no instances shall off-street parking spaces extend into public rights-of-way or private access easements.
- Please indicate if architecture will include bay windows. See B.2-5.58(H)(7)(d) The minimum distance between the rear of a structure and side of another structure, or the minimum distance between the side walls of structures, shall not be less than ten (10) feet provided that no bay window encroachments be allowed for buildings closer than fourteen (14) feet.
- Please indicate fire hydrant locations and available water flow per B.2-5.58(H)(7)(f) Any PRD with structures separated by less than fourteen (14) feet as allowed above must be provided with a public water system and fire hydrants with a minimum available water flow of one thousand five hundred (1,500) gallons per minute. Fire hydrants shall have a spacing of one per five hundred (500) feet, and hydrant locations must be approved by the County Fire Marshal.
- Bufferyard along northern parcels is insufficient in size per B.2-5.58(H)(7)(h) Minimum Perimeter Lot Size...Perimeter lots within PRDs which are adjacent to existing single-family zoning shall meet the minimum lot area and dimensional requirements of the underlying zoning district. Where perimeter lots in PRDs do not meet the minimum lot area and dimensional requirements of the underlying zoning district, a minimum 30-foot type II Bufferyard is required between these lots and the adjacent single-family zoning. Fifty (50) percent of the bufferyard plantings required in Table B.3.15 shall consist of evergreen plants, with the remaining fifty (50) percent consisting of deciduous trees. Additionally, the bufferyard plant spacing requirements of Section B.3-5.3(B)(2) shall not apply here. This bufferyard must be located on commonly owned land and shall be considered Passive Open Space as described in section B.2-5.60(H)(9)(b)(ii). Where any individual lot in the PRD does not meet the dimensional and area requirements of the underlying zoning district and abuts existing single-family zoning, the aforementioned bufferyard shall be required along the entire length of the PRD that abuts the existing development. The provisions of this Section shall not apply to perimeter lots within PRDs which are adjacent to existing PRDs.
- For consideration – Public access easement between the two pocket parks to meet B.2-5.58(H)(9)(c) Open Space Connectivity Requirements...Where practicable, areas of open space within a PRD shall be connected. Separate areas of active open space on site shall be connected by a sidewalk or pedestrian path consisting of an all-weather surface. Open space in PRDs shall adjoin open space

in neighboring parcels where practicable. If public parks or greenways are present on adjacent sites, a pedestrian connection to these resources shall be made from the PRD in accordance with the Street Standards Governing Vehicle and Pedestrian Circulation (Section B.3-13).

- Note B.2-5.58(I) Ownership and Responsibility for Common Open Space and Amenities...Common Open Space may be either owned by the homeowners association or dedicated to a public entity or other non-profit organization. Land not to be held in private or public ownership shall be owned by a nonprofit corporation in which all owners of property within the development have automatic membership rights and assessment obligations for the maintenance of these areas. These automatic membership rights and assessment obligations shall be covered by covenants running with the land and other contractual provisions as to ensure the proper maintenance of all commonly owned areas, and shall include provision for liens against the individual properties and legally enforceable personal obligations on the part of the individual property owners in the development. Such covenants shall be recorded in the office of the Register of Deeds and such contractual rights and obligations shall be established prior to the issuance of a building permit.
- Note B.2-5.58(J) Platting Requirements...All planned residential developments shall meet the requirements of the Subdivision Regulations, Chapter D. In addition, prior to a permit being issued for the construction of any building, there shall have been recorded in the office of the Register of Deeds, a plat of the property or section thereof, showing: easement and right-of-way widths, street widths, the actual or approximate location of single-family lots, commonly owned tracts, and lots and buildings to be occupied by other uses.
- Note B.3-1.2(O) Utility Easements...No part of any building shall be constructed within the boundaries of a utility easement unless specifically granted and authorized by the grantor of such easement in a written and properly recorded easement.
- Note in off-street parking section of Site Plan Legend – Table B.3.8 minimum requirements of 2 spaces per dwelling unit for residential building, single family
- Thank you for showing the street trees on the typical local street section. Please add that the site shall comply with streetyard requirement per B.3-4.3(B) under the STREETS section of Development Standards.
- Please show sight distance easements (10 x 70) on all intersecting streets. Section D.4(B)(1)
- Please show negative access easements on the following lots: 2, 23, 66, 73. Section D.4(B)(2)
- Note the following per D.4(B)(6) Sidewalks...For subdivisions with fifty (50) percent or more of the lots one acre or smaller in size five (5) foot minimum sidewalks, five inches in thickness shall be required along one side of all residential streets. Sidewalks shall conform to ADA requirements and the Village of Clemmons installation and maintenance requirements.
- Note the following per D.4(B)(10)(c) Any markers, signs, or monuments with the name of the subdivision shall be issued a sign permit from the Inspections Division prior to installation. All such signs shall be located outside public rights-of-way, outside sight

easements, and at major entrances to the subdivision. If such markers are contemplated in the subdivision, the final plat shall show the locations of these easements.

- Note the following per D.4(B)(10)(f) Any areas which have been delineated as Wetlands by the United States Army Corps of Engineers shall be identified on the preliminary subdivision plat.
- Note the following per D.4(B)(10)(h) Tree preservation planting areas shall be cordoned off during construction and protected from encroachment. The minimum area to be cordoned off shall consist of the critical root zone of the tree or an area ten (10) feet from the tree's trunk in all directions, whichever is the greater area. The protection measures shall be properly maintained during site development and shall not be removed prior to final landscaping. For the purposes of this section, encroachment is defined as the ground surface disturbance caused by grading: impervious surface cover; equipment, material, or earth storage; or by temporary or permanent construction vehicle access or circulation.

**Clemmons Planning, Jeff Vaughn (336-766-7511) [jvaughn@clemmons.org](mailto:jvaughn@clemmons.org)**

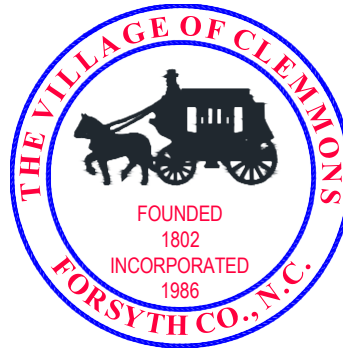
- Label existing and proposed streets as public or private
- Show potential development sign locations
- Show 10' X 70' sight easements at all intersections
- Provide developer information in addition to owner and engineer
- Label dimensions of each lot
- Label what the amenity area will be
- Show and label mail kiosk
- Label street name of proposed street off of Michelle Lane
- Label typical parking dimensions, aisle widths, and driveways widths at parking lot for amenity area
- Show and label required 30' Type II bufferyard adjacent to existing single family home per UDO 2-2.58 (H)(7)(h), property line to the North only scales at 20'

**Winston-Salem/Forsyth County GIS Mapping and Design, Carly Everhart (336) 747-7012 [carlye@cityofws.org](mailto:carlye@cityofws.org)**

- No comments

**Forsyth County Addressing, Matthew Hamby (336-703-2337) [hambyme@forsyth.cc](mailto:hambyme@forsyth.cc)**

- Please send requested street names for prop road to [Hambyme@forsyth.cc](mailto:Hambyme@forsyth.cc)



## PUBLIC WORKS

2/9/2022

Subject: Harper Acres TRC Comments

Below are the TRC comments provided by the Public Works, Engineering, and Stormwater Department:

1. A Village of Clemmons Stormwater Management application and fees are required.
2. Need to have Jurisdictional Determinations (JD) forms completed, reviewed, and approved by NCDEQ and USACE prior to issuance of a Stormwater management permit, grading permit, or building permits.
3. A grading permit will be required from the City of Winston-Salem.
4. Show and label all streams on and adjacent to the property. All jurisdictional streams will require buffers per C-UDO 84 changes.
5. Will there be a dumpster for the amenity center, or will rollouts be used? If a dumpster will be used, show on the plans per UDO requirements.
6. Multiple Village of Clemmons Driveway permits will be required prior to the issuance of a Stormwater Management Permit. All driveways shall be designed and built in conformance with the Chapter 94 Code of Ordinances. Driveway permits required will be as such:
  - a. Commercial Driveway Permits: 3 Public ROW connections to each existing road and the parking lot connection for the amenity center.
  - b. Residential Driveway Permits: All single-family residential lots.
7. Add a note that all storm drainage must be CCTV'ed by the developer prior to acceptance and release of any financial sureties by the Village of Clemmons.
8. Show the mail kiosk location. Show or provide sidewalk easements around any portions of the sidewalk/kiosk that are found to be outside of the right of way on this property. This only applies to sidewalk parallel to the public roadway, not internal sidewalks.



9. No water or sewer utilities are to be located within the roadway, except for in crossings, which shall be 90 degrees to the roadway and the shortest extent possible. Remove the SS main and manhole from the intersection near lot 23.
10. Show all private drainage easements. Any conveyance system (pipes or swales) shall be encapsulated within an appropriately sized private drainage easement if outside of the right of way).
11. Add a note that discharge from this site into the buffers must be in a sheet flow manner.
12. Show monument sign location(s).
13. Add a note that any damages to existing sidewalk, curbing, or roadway, will be the developer's responsibility to repair. All repairs must be to the Village of Clemmons standards.
14. Verify that all roadway design parameters meet the most current NCDOT Subdivision Roads Minimum Construction Standards.
15. Cul-de-sac shall be designed in conformance with Appendix D of the Fire Apparatus Turnarounds. A cul-de-sac diameter (pavement) of 96' is required.
16. Add to note 1 under signs, that the street signs shall be purchased by the developer and delivered to the Public Works office. Public works staff will install street signs in locations as shown on construction documents.
17. Add a note that this site is located in a WS-IV watershed, and all Federal, State, and Local environmental regulations apply.
18. Add a note that the SCM/BMP(s) for this site have been built for a specific impervious/drainage threshold. Any alterations to the subdivision, or a specific lot, that's not in accordance with the approved plans and Village of Clemmons stormwater management permit, will be subject to violations.
19. Need to provide sidewalk along roadway at the east side of lots 64-66, to the end of the property line. With this, you will need to include a crosswalk between lot 73 and 66.
20. Show sidewalk/ADA accessibility from the ROW to the amenity center for those that access the amenity center from the sidewalks and not the parking lot.
21. Add a note that there shall be a minimum 20' distance between the right of line and the face of the garage, or the listed setback depth, whichever is greater.
22. Rotate lot 1 and 2 to connect onto the side loop road.
23. Show a 5' negative access easement along the rotated side of lot 1 along the Michell Dr. 3800 Dillion Industrial Drive, Clemmons, N.C. 27012 (336) 766-9170 Fax (336) 712-4040

extension.

24. Show a 5' negative access easement along the South side of lot 23 and 73.
25. Show a 5' negative access easement along the North side of lot 66.

Please do not hesitate to call if you have any questions or need any assistance with the submittal.

Sincerely,

Wes Kimbrell, PE  
Village Engineer  
The Village of Clemmons