

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-234 **PARCEL PIN:** 5893-30-9990 and 5893-30-8703

PROJECT TITLE/DESCRIPTION: The Village at Kinnamon ±6.86 acres proposed multifamily development

UDO: RM-12-S Limited Office (Special)

NCDOT District 2: Construction Assistant District Engineer or Sr. Assistant District Engineer (336-747-7900)

- If they tie to Stadium instead of US 158 for their second access, no further NCDOT involvement will be necessary as it would no long directly tie to any NCDOT maintained road. I don't really like the gravel access road unless some sort of emergency gate is installed

Winston-Salem/Forsyth County Inspections (Zoning), Jeff Hunter (336-727-2626) jeffph@cityofw.org

- Site Plan Legend
 - Water and Sewer should be marked Public – [Corrected](#)
 - Correct Site Size and Coverage – both PIN's total more than 6.86 acres – [Only a portion of Parcel 5893-30-9990 will be part of the development.](#)
 - Required parking is 140 spaces, not 139.5 - [Corrected](#)
- Tree Save Legend
 - If site size coverage calcs are incorrect, correct tree save calcs
 - In the Total Site Area Excluded from TSA, where does the 13,771 come from? Categories in the section are marked with “0” - [Section has been corrected](#)
 - Complete the “Total Required Tree Save Area (in Sq. Ft.) section - [Corrected](#)
- To add the access easement through the LO-S lot, (C-152) would need to add the use Residential Building, Multifamily. If the 20' setback from the existing building cannot be maintained from the easement, a Special Use Permit from the Board of Adjustments or Village Council will be required. – [The access easement has been removed as the sites residential buildings are equipped with automatic sprinkler systems.](#)
- Access easements may not be less than 25'

- Show existing buildings on the proposed site and the LO-S site and label ones to be removed. – Existing buildings have been added to plan but none will be removed.
- Provide proposed building elevations. - Provided in pdf and hard copies.
- Plan scale should be 1"=50 or smaller – Scale has been corrected.
- Provide name, addresses, phone numbers, and email addresses for the owners, applicants, and site plan preparers – Information has been added to site plan.
- Provide common recreation area calculations – Calculation has been added to plan notes.
- Proposed signage should be shown and labeled – Project sign has been added and labeled.
- Bufferyards cannot be planted on cut or fill slope greater than 2 to 1. Check slopes that encroach into the buffer. - Understood
- Label parking dimensions shown on plan as Typical or TYP. – Parking dimensions have been labeled TYP.
- Show and label proposed site lighting. Will require lighting plan showing less than 0.5 ft. candle at the property lines and site lighting less than 25' at installation with shoe box style fixtures – Interior parking site lighting is planned and locations shown. Duke energy will provide the site lighting plan and package for this project. Attached to building elevations is the proposed light to be used on a pole equal to or less than 25'.
- Motor vehicle surface trees must be a large variety tree within 75' of each space. Check to ensure plan is in compliance – Trees have been added to parking areas within 75' of all spaces.

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

- 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/>
- Understood.

Clemmons Public Works/Stormwater, Mike Gunnell (336-766-9170) mgunnell@clemmons.org

- A stormwater management permit application and all associated documents, models, analysis, and plan review fees must be provided. This project will be required to meet both quantity and quality control ordinances within the Village of Clemmons UDO Chapter C.
 - Standard Form: <https://www.clemmons.org/DocumentCenter/View/281/Permit-Application-PDF>
 - Permit Application Process and Fee Schedule: <https://www.clemmons.org/DocumentCenter/View/282/Permit-Application-Process-and-Fee-Schedule-PDF>
- Add note: The site is within 303(d) impaired waters of the state watershed and is subject to all stormwater regulations set forth by the State of NC and the Village of Clemmons. – Note added
- Add note: This site is subject to all stormwater regulations set forth by the Village of Clemmons UDO. Note added
- Add note: All drainage systems not located within the Village of Clemmons Right of Way will be considered to be private, and must be maintained by the property owner. -Note added
- An erosion control permit application must be provided to Winston-Salem Erosion Control. - Understood
- A phase 1 environmental analysis and delineation of all streams and wetlands on the property shall be performed and provided in the stormwater application. - Understood
- All stream buffers shall be from the top of bank, not the centerline of the stream. – Stream buffers have been corrected.

- Proximity of detention pond B to the stream buffers will make this BMP/SCM difficult to install. Keep in mind all discharge from BMP's into a buffer shall be in a diffuse manner. - Understood
- Grading around the structures shall be performed in a manner to allow for drainage to convey around the buildings. – This has been corrected and shown on the plan.
- It is suggested that no greater than 3:1 side-slopes be installed on the site. All steeper slopes shall be adequately lined or covered. Tensile calculations to be provided in construction documents and models. – Adjustments have been made to minimize slopes greater than 3:1
- BMP/SCM's shall be installed in a location that a clear access path for large equipment to maintain the devices may be installed. - Understood
- Any stream or wetland impacts will need 401/404 permits and coordination through NCDEQ and Army Corps of Engineers staff. - Understood
- Site lighting to meet UDO requirements. Prefer Decorative Lighting to be consistent with adjoining shopping center. - Interior parking site lighting is planned and locations shown. Duke energy will provide the site lighting plan and package for this project. Attached to building elevations is the proposed light to be used on a pole equal to or less than 25'. The proposed light is an LED shoe box style and similar to the shoe box style at the shopping center. Duke energy no longer offers the square box look.
- Suggest the travel path for the Fire Truck to have a pavement section that will support 80,000 lbs. – Heavy duty pavement has been identified on the site plan for all drive lanes to be used by Fire trucks.
- Extend the sidewalk to make the connection to the existing sidewalk on Kinnamon Village Drive. – The sidewalk has been extended for connection.
- Crosswalks shall be the consistent with other developments in Clemmons. – Crosswalks have been added to site plan.
- Show dimension of drives and parking areas. Must meet Clemmons standards. – Dimension added and shown on the site plan.
- Sidewalk widths along parking stalls shall be 7' in width to account for car overhangs. – Sidewalks have been increased to 7' throughout.
- Retaining Wall will require a PE seal and Detail before Grading/Building Permit will be issued. Suggest step retaining wall and add plantings for aesthetics and safety. Label type of retaining wall material to be used on plan. – Material has been noted, a full engineer design of the wall will be part of fully developed plans for permitting.

Clemmons Fire Jerry Brooks (336-766-4114)

- No Comment

Forsyth County Fire Scott Routh (336-703-2550) routhcs@forsyth.cc

- Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. Exception: The fire code official is authorized to increase the dimension of 150 feet (45 720 mm) where any of the following exist: 1.1 When the building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2 the dimension shall increase to a minimum of 200 feet. 1.2 Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided – [Understood, buildings will be fully sprinkled.](#)
- Buildings equipped with a standpipe system /sprinkler installed in accordance with Section 905 shall have a fire hydrant within 100 feet of the fire department connection. – [An additional fire hydrant has been added between building 100 and 200.](#)
- Where required. Where a portion of the facility or building here after constructed or moved into or within the jurisdictions more than 400' from a hydrant on a approved fire apparatus road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required. – [On site Fire hydrants will be provided.](#)

- Emergency responder radio coverage in new building 510.1- All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communications systems. Exceptions: 1. Where approved by the building official and fire code official, a wired communication system in accordance with Section 907.2.13.2 shall be permitted to be installed or maintained instead of an approved radio coverage system. 2. Where it is determined by the fire code official that the radio coverage system is not needed. 3. In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of that facility, the fire code official shall have the authority to accept an automatically activated emergency responder radio coverage system - [Understood](#)
- Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet, approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of a parapet wall, whichever is greater. - [Understood](#)
- Aerial fire apparatus access roads shall have a minimum unobstructed width of 26', exclusive of shoulders, in the immediate vicinity of any building or portion thereof - [Understood](#)
- At least one of the required access routes meeting this condition shall be located within a minimum of 15' and a maximum of 30' from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial apparatus access road is positioned shall be approved by the fire code official. – [Back of parking isles are within 30' of the building entrances.](#)
- Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official. – [All utilities will be underground.](#)

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

- Water and sewer interior to the site will be private. Site will be master metered with same size RPA backflow preventer installed. COWS will issue an FTSE upon request for a \$200.00 fee. Utilities system development fees due at time of meter purchase. – [A note has been added to the plan for interior water and sewer. A master meter, backflow have been labeled at site entrance.](#)

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

- Indicate maximum height on elevations per B.2-1.2(M)(2) as defined under A.2 – HEIGHT, BUILDING. The vertical distance measured from the average elevation of the finished grade of all sides of a building, measured at the midpoint of each side, to the topmost elevation of the roof or to the topmost projection of the building above any roof, including parapet walls. Enclosed penthouses or equipment rooms are considered a part of the building and included in the calculation of building height. – [Building height has been added to elevation plans.](#)
- Show calculated triangles on the site plan per B.3-1.2(K) Building spacing requirements for multifamily, townhouse, or twin home residential buildings...Applicant may seek alternative compliance from B.3-1.2(K)(1),(2),(3) by satisfying Planning Board upon the findings specified in B.3-1.2(K)(4). – [After further review the buildings at their closest point are greater than 50' apart.](#)
- Ingress/egress easement shall be widened to a minimum of 25' per B.3-1.2(N) Width of Private Access Easements and Private Streets
- Note on site plan that no part of any building shall be constructed within the boundaries of a utility easement per B.3-1.2(O) – [Note has been added to the site plan.](#)
- Parking provided on site in incorrect. The count is 139 on the site plan with 10 ADA, and 129 non-ADA. One parking space southeast of comm building is 18' in width. Indicate the number of spaces on the site plan (e.g. # of parking spaces in front of building 1 southern portion is 5 and a 5 will be written in that area) – [Parking space counts have been corrected for the project to meet UDO.](#)

- Show a minimum of 3' landscaped area between parking area and building wall per B.3-3.2(E)(3) Parking for Multifamily Dwellings. – 3' buffer has been added throughout.
- Show delineation regarding traffic control devices and indicate traffic flow per B.3-3.3(D) Delineation - Corrected
- Parking entering driveway is 35' from property line abutting Kinnamon Village Drive. Require a 40' unobstructed driveway until parking may start per B.3-3.3(E)(4). – Parking has been moved to 50' unobstructed from entrance.
- Indicate where the private utility service areas are on the site plan per B.3-4.2(A)(1) – Corrected, water and sewer to be public and other utilities to be underground.
- Insufficient information, indicate landscaping on the site plan per B.3-4.2(A)(2) – A professional landscape plan will be completed and be part of full designed site plans for permit submission. Motor vehicle trees and type with 75' radius have been added to meet UDO.
- Indicate where fire protection equipment shall be on site and comply with B.3-4.2(L) -Hydrants and sprinkler riser rooms have been labeled on site plan.
- Remove the note on the site plan on calculating tree save and calculate tree save calculations now as it is feasible to do so. Each new large variety tree planted shall be equal to 750 square feet of required tree save area per B.3-4.2.1(A)(4)(d) – This has been corrected.
- Indicate tree variety type and create an appropriate radius around the trees in the motor vehicle surface area per B.3-4.3(C)(5) – Corrected.
- Indicate utility service areas and propose screening per B.3-4.6, if applicable. Per A.2 UTILITY SERVICE AREA “An area which contains any surface mounted heating, ventilation, or air conditioning equipment or freestanding above ground devices, such as utility boxes, booster boxes, switchgear, and transformers, which are part of an underground utilities system”. – As this is preliminary design, Duke energy will not do engineering on site distribution or lighting at this time. Plant screening will be planned and shown for all equipment locations on permit plan submittal.
- Type 2 buffers shall be required abutting PINs 5893-40-4940, 5893-41-2113, and 5893-31-8493 per Table. B.3.13 -Corrected
- Slope ratios for the Bufferyard northwest of the parcel exceed 2:1. Required bufferyard plantings shall not be installed on cut or fill slopes with slope ratios greater than two (2) to one (2:1) per B.3-5.3. (A)(1)(d) – Slopes have been adjusted to be no greater than 2:1
- Note where bufferyards include any part of a cut slope greater than 10 feet in height, grading for such cut slope shall not encroach closer than 10 feet to the property line per B.3-5.3. (A)(2) – This has been corrected.
- Common recreation areas are required per B.3-6 with a minimum of 7,800 square feet for the development. Specify common recreation area space on the site plan per B.3-6, check exclusions per B.3-6.7. Per A.2 RECREATION AREA, COMMON. An area of open space which is required in certain types of developments for active or passive recreational uses. – Common recreation areas have been calculated and added to plan notes.
- Site indicates infrastructure as private. Specify if water supply and sewage disposal facilities to be used will be City of Winston-Salem or of Forsyth County or of a sanitary district; if not, comply with B.3-10 Water Supply and Sewage Disposal – This has been corrected and labeled public. A note has been added that interior water and sewer will be private and maintained by property owner.
- Per B.3-11 Where a bufferyard is required pursuant to Section B.3-5, outdoor lighting shall be so shielded and oriented as to cast no direct light onto adjacent property. Submit design of proposed outdoor lighting for compliance with B.3-11 Interior parking site lighting is planned and locations shown. Duke energy will provide the site lighting plan and package for this project. Attached to building elevations is the proposed light to be used on a pole equal to or less than 25'.

- Before resubmittal, check that site plan complies fully with Form 1 submittal requirements per B.7-4.1
- A Tree has been indicated as being placed on top of water and sewer lines. Ensure that no trees are located directly above water/sewer utilities. – This has been corrected.
- Discrepancies noted between the total acreage on the site plan versus the combined acreage of 5893-30-9990 and 5893-30-8703. Was this an error or will only a portion of the two tax parcels be combined? – Only a portion of Parcel 5893-30-9990 will be part of the development.
- 5893-30-9990 contains a building abutting the limited access road. Will the building undergo demolition?
- Will there be overhead utilities? Limited access secondary drive has been removed, the building in question will remain, all utilities will be underground.
- Scale shows 1:80, upon submittal of physical copies. 80 is high. Please revise lower. - Corrected

- Kinnamon Village Drive is approved. Developer needs to send floor plans and elevations for addressing.