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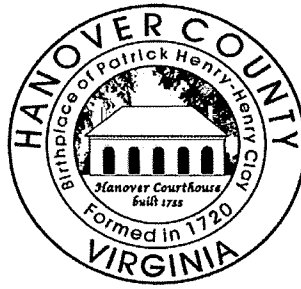
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## HANOVER COUNTY

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P. O. BOX 470  
HANOVER, VIRGINIA 23069  
PHONE 804-365-6171

March 8, 2024

VIA E-mail: [steve.raugh@timmonsgroup.com](mailto:steve.raugh@timmonsgroup.com)  
Steve Raugh  
1001 Boulders Parkway, Suite 300  
Richmond, VA 23225

RE: CUP2024-00004, Hanover County Public Schools (Beaverdam Elementary School)

Dear Mr. Raugh,

Planning staff has conducted a review of your application materials and provides the comments listed below. Attached, you will also find comments from other reviewing agencies. We are still waiting on comments from VDOT. I will forward those to you once we receive them. Your request has tentatively been placed on the Planning Commission's agenda for May 16, 2024. Please respond to the comments below by **April 12, 2024**, which is the submittal deadline for the May meeting. Please email a PDF of the revised sketch plan before submitting hard copies. 14 full size hard copies will be due by May 2, 2024.

The following are Planning staff's comments regarding your request:

1. On the sketch plan:
  - a. Add the acreage of the lots and CUP boundary.
  - b. Label dotted area that is shown in the play area.
  - c. There are adjacent residences located to the east side of the property. When off-street parking areas for ten (10) or more vehicles are located closer than fifty (50) feet to a lot in a residential district, a continuous, visual screen must be provided between the parking area and the said lot. The Comprehensive Plan recommends screening the area with landscaping. Please show screening on the plan in accordance with Section 26-263 of the Zoning Ordinance as follows:
    - i. All screening shall comprise of evergreen plants, including broadleaf evergreens. Plants shall be at least six (6) feet in height at time of planting, or if

using smaller plants (minimum height three (3) feet) they may be installed on a berm so that the combination of the berm and plant equals a height six (6) feet.

- ii. Plantings shall be staggered to achieve the required visual screen. If the distance to be screened exceeds fifty (50) feet in length, at least two different types of evergreens shall be used. If using plants with different spacing requirements, the plants may be planted, as an example, with the back row at ten (10) feet on center and the front row at eight (8) feet on center. Examples of acceptable evergreen species and plant spacing to fulfill this requirement are as follows:
  - iii. Trees shall be planted at ten (10) feet on center with the rows six (6) feet apart (staggered, triangular spacing)
  - d. Consider designing the fire access surrounding the school as a wide sidewalk that meets Fire/EMS requirements versus a paved road, such as at Glen Allen High School.
  - e. Add the square footages of the existing school and proposed school.
  - f. Add parking calculations including the required parking (4 spaces per classroom).
  - g. Are there improvements proposed in the outdoor classroom area? If so, please add to the plan.
  - h. Show the canopy that is proposed near the bus loop.
  - i. Add a circulation plan for the bus loop and pick up/drop off area.
  - j. Are solar panels planned for the property? If so, please add the solar area to the plan.
  - k. Add sidewalks from the parking area on the bus loop to the school.
  - l. Add a revised date.
2. On the elevations:
- a. Add the sides of each elevation (north, south, etc.).
  - b. Add colors and materials.
  - c. Staff understands that the elevations have not been finalized by the school; however, please be aware that the elevations will need to be in substantial conformity with what is presented and approved by the Board of Supervisors. If they are not, a Conditional Use Permit Amendment will be required.
3. On page 4 of the application, each GPIN area will need to be signed by Ms. Berta.

If you have any questions, please contact me at (804) 365-6374.

Sincerely,



Brendan McHugh  
Planner



# HANOVER COUNTY

## Office of the Fire Marshal



Office (804) 365-6195  
Fax (804) 537-5488

13326 Hanover Courthouse Road  
P.O. Box 470 Hanover, VA 23069

[fmo@hanovercounty.gov](mailto:fmo@hanovercounty.gov)  
Dispatch (804) 365-6140

## FIRE PLANS REVIEW

<b>JURISDICTION:</b>	Hanover
<b>TRAKIT FILE #</b>	CUP2024-00004
<b>TO:</b>	Brendan McHugh
<b>FROM:</b>	Lieutenant Paul Polivka Fire Plans Review Office 804-365-4858 Email: <a href="mailto:ptpolivka@hanovercounty.gov">ptpolivka@hanovercounty.gov</a>
<b>SUBJECT:</b>	HANOVER COUNTY PUBLIC SCHOOLS / BEAVERDAM
<b>DATE:</b>	2-15-2024
<b>TYPE OF REVIEW</b>	CUP 1 <sup>st</sup> Review
<b>COMMENTS:</b>	<p>1. The Hanover Fire Marshal’s Office has reviewed the Conditional Use Permit of this property and has the comments below to consider as the project moves forward.</p> <ul style="list-style-type: none"> <li>○ The Emergency access road will need to be 26 feet for aerial access. At least two sides will be required to be 26 feet, and all other roads are to be at least 20 feet wide.</li> <li>○ The emergency access road will need to have signage and Knox padlocks.</li> <li>○ The outdoor classroom space is over 150 feet from the emergency access road. All portions of the building are to be within 150 feet of an emergency access road. Please provide details on the method to access all exterior points of the building from within 150 feet of an approved emergency fire apparatus access roadway. See The VSFPC (2021), section 503.1.1, for code information and exceptions.</li> <li>○ If this project moves towards the site plan process, the applicant should be aware of the requirements of the Hanover Fire Marshal’s Office. Requirements can be found on the Hanover Fire and EMS web page: <a href="https://www.hanovercounty.gov/1082/Plans-Review">https://www.hanovercounty.gov/1082/Plans-Review</a>.</li> <li>○ The Hanover County- Plans Review Guidelines and the Commercial Development- Checklist are in the Reference Plans Review Tab.</li> </ul>

## Department of Public Works Comments

**CASE NAME: HCSB - Beaverdam**

**TRACKIT PROJECT #: CUP2024-00004**

**PLEASE MARK THE APPROPRIATE BOX BELOW:**

No Comment

Comments Below

DATE: 02/13/20234 REVIEWED BY: Michael J Dieter

No comments on the CUP.

1. Wetlands delineation, evaluation of CBPA and extent of RPA required. Water quality impact assessment certification required along with associated supporting information.
2. Additional development subject to runoff reduction and channel protection.
3. With the large increase in impervious area, it is likely that the onsite detention of stormwater will be required.
4. If development is 5 acres or more or 10lb or more of phos load, 75% of nutrient reduction must be met on site.
5. Analysis of downstream manmade and natural systems to a point where the site is less than 1% of drainage area will likely be required.
6. Downstream pond will require that the site provide detention to predevelopment 2, 10, and 100 year storms.

**ZONING STAFF MEETING**

**Department of Public Utilities Comments**

**CASE NAME: Hanover County Public Schools**

**PROJECT #: CUP2024-00004**

**PLEASE MARK THE APPROPRIATE BOX BELOW:**

No Comment:

Comments Below:

DATE: 2/8/2024

REVIEWED BY: T. Watkins

The Hanover County Department of Public Utilities (DPU) has reviewed the above referenced conditional use permit request and has no comments. The development is outside of the Suburban Service Area and DPU has no facilities adjacent to the site.

Future submissions for this request do not need to be routed to DPU for review. Please feel free to contact me if you have any questions or concerns.

## View Notes

CUP2024-00004

Type (Asc) ▼

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### REVIEWS

Shaun M Berben

CUPR1  
HEALTH  
DEPARTMENT

VDH Food Team comments: A plan review for the kitchen operation will need to be submitted to the Hanover Health Department for plan review. No other comments. Shaun Berben, VDH Food  
2/12/2024 10:54:07 AM

David B Bauer

CUPR1  
HEALTH  
DEPARTMENT

VDH is still waiting for site and soil evaluation and septic and water plans.

Close

Reviewer THOMAS INCORVAIA

Remarks (no remarks)

Sent 1/30/2024

Due 2/16/2024

Returned 2/12/2024

Reviewer Brendan McHugh

Remarks (no remarks)

Sent 1/30/2024

Due 2/16/2024

Returned (mm/dd/yyyy)

Reviewer Tyrone Watkins

Sent 1/30/2024